



CIPro Chat Room

December 2005 Issue

Theme of the year: Participation – Key to the Success

Everything is New all over again

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Watch your thoughts; they become your words. Watch your words; they become your actions. Watch your actions; they become your habits. Watch your habits; they become your character. Watch your character for it will become your destiny.

Frank Outlaw

Executive Committee

President	Victor Ting-A-Kee
VP Education	Victor Ho
VP Membership	Katherine Lee
VP Public Relations	Tweety Yuen
Secretary	Peter Cheung
Treasurer	Raymond Chang
Sergeant-At-Arms	Winnie Lui
Immediate Past President	Polyana Fok
Club Mentor	Joe Chang

Hello, my Toastmaster colleagues, this is an exciting New Year.

A brand new Executive (even though there are many “old” faces – and one very, very old one (guess who?)), a new club theme, and many new Toastmasters!

Our club theme this year is “Participation, the Key to Success” and every Toastmaster – new, old, and especially the very, very old – knows this is indeed the truth.

To achieve your education and leadership awards you must participate in delivering speeches, taking up roles as meeting officials, and serving on the club executive. All designed to help you realize the tremendous talent and potential you possess and to equip you to excel both within and outside the Toastmaster environment.

Even more importantly though, you experience being part of a wonderful team, each person nurturing and supporting the others, encouraging each other to excel.

There is no other organization I know of where I can be so free to risk learning and trying out new techniques, new gesturing and out-of-the box body language, new variations of vocal variety without fear of being “put down” or laughed at by my colleagues.

I have learned much from my Toastmaster colleagues and I know there is much more to be learned.

I encourage you all to participate without reservation, to freely experiment in letting loose that tiger that lies within you, to “WOW” us with your awesome ability.

I know I speak for all of us when I say how much pride we all feel in each member as they attain their personal goals and exceed their wildest expectations.

So, dear colleagues, Go for It, set your goals high, strive with all your might and reap the rewards of recognition and admiration. *PARTICIPATE, PARTICIPATE, PARTICIPATE*

Victor Ting-A-Kee, President



CIPro members at Humorous Speech Area Contest October 2005

Is the secretary's job boring or exciting?

Before I took on the role of Secretary of the club, I thought it would be easy but boring work. I did not realize that it does take a lot of creativity and energy to complete every single task.

Let me tell you what would be important qualities for the secretary and how to improve on them. I encourage all of you to apply for this position because it is lots of fun. If you are creative, the secretary's role will not be boring at all, instead fairly easy and fun. One of the many reasons we join Toastmaster is to have fun; you will have a lot being the secretary.

The main task of the secretary is to record all events and discussions during a) the on-going regular meetings and b) the executive meetings. During the meeting, when you are recording events, conversations, motions, discussions, etc., you need to precisely define and summarize all issues tabled.

Action items are the most important end product of every club discussion. Events of historic and memorable nature are the club's values and achievements. Continuous every day dealings with Toastmasters International and with other fellow clubs are important to the survival and continuance of the club. The secretary records of all these action items, dealings, and events which are essential to keep all other executives on track with their vision for club success, and will provide the club with clear evidence of their course.

If you cannot attend the meeting for some reason, you always can request any member or a designated member to take your place. Besides honoring your responsibility, it provides an excellent opportunity for other members to learn on the job and to practice his or her analytical listening and summarizing skills.

All your toastmasters listening skill needs to be applied every second during the whole meeting. Is that challenging? You bet. In addition to the need to listen attentively, it is not easy for you to have the opportunity to ask questions for clarification. The ability to listen and summarize action items during discussions and events is quite demanding.

What are the qualities that make a good secretary? What does it really take to perform effectively as a secretary?

During the meeting, a secretary can help the executive members keep on track with the agenda. The agenda is the starting point of the plan. The success of the club is clearly dependent on the planned activities for the members as a result of the executive meeting. Discussion during the meeting will sometimes sway from public relations to education, to X'mas planning. How can the secretary jot down points and action items? However, the secretary can always help the chairman by raising the question "Have we finished discussing this particular item yet?" or "Should we address this point later as an additional agenda item?"

Is the secretary position important? Yes, very important indeed. All the official documents should be signed by both the secretary and the chairman. The club would be held responsible for any letter issued by the secretary. Is the secretary's role lot of fun? If your records provide accurate information for the club executive to consider and follow through, will it not be fun? In my opinion it is.

Therefore, I call every member to run for the secretary's role in the coming year as it is a fun position to host during every meeting.

Peter Cheung, Secretary

Upcoming Events

We will have our X'mas Party on Dec 14th, 2005 and there will be a lot of fun and excitement. In addition, there will be a number of exciting events during the first quarter of 2006.

Here are the highlights:-

- . Dec 14th, 2005 X'mas Party
- . Dec 21st & 28th, 2005 Holidays – No meeting
- . Jan 6th, 2006 1st meeting in 2006
- . Jan 18th, 2006 Workshop on Mentoring – Victor Ting-A-Kee
- . Feb 9th, 2006 Joint Club Debate with CPAC Toastmasters
- . Feb 15th, 2006 Workshop on Networking – Polyanna Fok
- . Mar 1st, 2006 Club Contests - International Speech & Evaluation Contest
- . Mar 15th, 2006 Area Contest

Please contact me or other executives if you would like to know more about these events. Don't miss these opportunities for education, networking and entertainment.

Remember, participation is the key to success!

Victor Ho, V. P. Education

Joke Corner

Three old men are talking about their aches, pains and bodily dysfunctions.

One seventy-five year old man says, "I have this problem. I wake up every morning at seven and it takes me twenty minutes to pee."

An eighty year old man says, "My case is worse. I get up at eight and I sit there and grunt and groan for half an hour before I finally have a bowel movement."

The ninety year old man says, "At seven I pee like a horse, at eight I crap like a cow."

"So what's your problem?" asked the others.

"I don't wake up until nine."

New Members Corner

Cecily Cheung

"Come and see me at the club, today is my last day as President and I will be the Chairman of the meeting..." That's how I was attracted to the Toastmasters CIPro Club. I was impressed by Ployanna Fok's leadership style. She has all the qualities of humor, passion and support. Most of all, her efficiency and effectiveness is so inspiring, how could I resist joining this club?

After attending the workshop on "personality", I discovered that the new President, Victor Ting-A-Kee is an extremely influential leader. As for Joe Chang, the club mentor, he is such a great facilitator. Anyone who attended his workshop on "how to write a speech in six minutes" will surely agree with me on how beneficial it was. The new VP of membership, Katherine Lee, accomplishes her duties with such positive attitude and enthusiasm that it just seems fun to be a member. And my own mentor, Ling Ma, the previous VP of Education, is such a great advisor and keen helper.

With all these great people to pick their brains and all these toastmasters too learn from I am sure I have found "the one club" for myself. I can feel the culture of the Toastmasters CIPro club. The experienced members are always helping the new members to discover their potential.

I will strive to improve myself by getting involved. I am sure I will be a "power-player" in the very near future.

Francis Chu

Joining the Toastmasters CIPro club is a brand new experience for me. I never dreamt about being able to speak in public before; this is an area in which I don't have much training or practice. To be frank, the slightest thought of standing in front of a group of people is scary and intimidating to me.

It is inspiring to see so many committed members who are very dedicated and show enthusiasm in the weekly meetings. Their level of competency and preparation in speech delivery is a positive example for others to follow.

Now that I have made my first speech, it is not as scary as I thought. The encouraging atmosphere is fun and enjoyable. I am sure I can benefit from the meetings and becoming a member has opened a new window for me to equip myself for this important presentation skill.

Maggie Chu

Joining the Toastmaster Club brings balance to my life by allowing me to do something I enjoy. To free myself from the pressure of everyday repetitive office tasks, it also connects me with a new group of people pursuing sharing common goals – to learn public speaking, effective listening and organizing skills.

Recently I delivered my first prepared speech "The Ice Breaker". When I listened back to my presentation, I felt I should have done better. I spoke too fast at the beginning due to my nervousness; I should have paused in between paragraphs; I did not satisfy with my pronunciation.

I have heard many speeches by club members. Most of them are confident speakers and are able to convey their messages to audiences successfully. I am glad to join the Toastmasters CIPro Club and spend my leisure time wisely. I do not have a high expectation for myself. However, I believe if I follow the guideline of the program, I will progress and make improvement.

I welcome all new members on behalf of CIPro Club members and the executive committee.

Victor Ho. VP Education

Let Your Body Agree With You

A study at UCLA indicated that up to 93% of communication effectiveness is determined by non-verbal cues. Furthermore, if a person's words say one thing and their nonverbal communicates another, the audience will be more inclined to trust the non-verbal communication. So the next time you want to communicate a message, make sure your body language fully supports what you want to communicate.

There are different channels of nonverbal communication. We are focusing on hand gestures at this time. More specifically, I want to introduce the Satir Categories to you. Virginia Satir is one of the key figures in the development of family therapy. In her book "The Peoplemaking", she identified 5 archetypal patterns of communication – the Placater, the Blamer, the Computer, the Leveler and the Distracter.

Category	Archetype	Words	Posture	Use
Placater	Service, Helplessness, Martyrdom	What ever you want is what I want.	Palms up, looking up at the master who towers over you.	Use to get out of trouble when you say something confrontational. It's a good softening frame.
Blamer	Power, Dominance	Disagreement:" You can't do anything right.	Finger pointing out, leaning forward, in a superior position.	Use to get through to someone who isn't hearing that they need to change.
Computer	Intellect, Dissociated, No feelings	Ultra-reasonable: "If one were to observe carefully, one might notice..."	Speak in a monotone voice, dissociated, leaning back.	Use to match someone who is dissociated or to dissociate from information that you want to present.
Leveler	Frankness, Truth	Candid, forthright: "This is the way it is."	Leaning slightly forward, palms facing toward the ground, moving horizontally.	Use to tell the truth and when you want to build credibility.
Distracter	Spontaneity, Fun	Irrelevant, irreverence.	Asymmetrical and often rotates through the other four postures.	Use to get out of trouble playfully and to inject humor.

Most of the time we use gestures unconsciously. So the first step towards having gestures that supports the message you want to convey is to be aware of your

gestures. Then experiment with the Satir categories and plan your gestures along with your speech.

Winnie Lui

Joke Corner

Worried about their less than exciting sex life, a young wife sent her husband to a therapist who wound up treating him with self hypnosis. And, to her joy, everything got much better.

However, she could not help but notice that each night, just before their lovemaking, the husband would dash out to the bathroom for several minutes.

This tormented her until finally, one night, she followed him. There, in front of the mirror, she found him applying this therapeutic technique:

"She's not my wife... She's not my wife... She's not my wife..."

We Meet Every

Wednesday from 7:15 - 9:15pm at

Yee Hong Community Centre
2319 McNicoll Avenue (Midland & McNicoll, Southeast corner)
Scarborough, Ontario

For more information, please visit <http://toastmaster SCIPRO.tripod.com> or email us at ciproastmasters@yahoo.com

We Need You!

Express yourself through poems, opinions, jokes, pictures, comments and articles. Please email Tweety Yuen at tyuen@hongfook.ca