



Toastmistresses Club  
Records, 1949-1974

Collection 33

## Champaign County Historical Archives

**Compiled by:** Amanda Avery, Spring 2019

**Creator/Corporate name:** Twin City Toastmistress

**Inclusive Dates:** 1949-1974

**Physical Description:** 1 box (1 linear ft.)

**Language:** English

**Provenance:**

The Toastmistresses Club records were donated to the Champaign County Historical Archives by Judy Grussing in August 2013.

**Access:**

These records are accessible to the public within applicable copyright restrictions and limited to use at the Champaign County Historical Archives of The Urbana Free Library.

**Biographical/Historical Note:**

The International Toastmistress Club (ITC) was started by Ernestine White in 1935, with the help of her husband, George, and Dr. Ralph Smedley. The purpose of the club was to practice public speaking through training programs, speech contests, and writing contests. Officer positions included President, Vice President, Secretary, and Treasurer. The first meeting took place August 11, 1939. Their motto is: "to love our language and use it with grace and facility."

In its beginnings, the ITC only allowed women since men had Toastmasters International. In 1973, both clubs allowed all members to join yet they remained separate entities. ITC continued to 1985, where they changed their name to International Training in Communication. In 2003, they relocated from southern California to Tauranga, New Zealand. Many of the ITC museum pieces remain in the Anaheim Library, which includes the Ernestine White trophy. The organization changed its name again in 2007 to POWERtalk International and continue training members in public speaking.

The Twin City Toastmistress Club was started around 1949. They had 5 regional councils, collectively called "The Ozark Region," each with a President, Vice President, Secretary, Treasurer, and sometimes a Club Representative. They kept track of financial records, meeting minutes, programs hosted and attended, and membership rosters. Meetings usually consisted of improving their public speaking by reading through guidebooks and practice sessions. They would also attend conferences where they would exchange ideas on how to become a better public speaker and a better club leader. Handbooks and manuals were collected by the Twin City Toastmistress Club as a way of keeping things in order for the officers by outlining their duties.

Council Presidents and Treasurers kept in touch with each other through letters, indicating the status of their club and upcoming events. They would also report to ITC in regards to newly elected officers and the number of members their council had, in order to keep its official standing within the parent



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organization. The Council Treasurer kept track of the club's budget, any expenses spent by the club, and membership dues. News materials were printed by the different regions, promoting speech contests, short stories or poems written by club members, and any changes or additions to the council.

**Scope and Content Note:**

This collection documents the works and duties of the treasurer, handbooks and guidelines for officers, as well as membership information, speech contests, and events hosted by the Toastmistress Club.

The financial records document the membership dues, costs of events hosted, receipts kept by the treasurer, various budgets and balances, and audit materials. The treasurer kept track of members and their payments, which were reported to the International Toastmistress Club. Some of the events they would host include dinners and speech contests. There are different order forms for speech books, deposits addressed to the treasurer of that year. Audit materials kept record of the financial statements in making sure everything was in order.

The organizational materials include handbooks and manuals, specific regional membership information, flyers and submissions of speech contests and other events, and correspondence. The handbooks and manuals list the duties of the President and Treasurer, Bylaws, and procedures in conducting a Toastmistress Club. Informal "how to" guides focus on becoming a better leader, as well as from the different Midwest areas. The Ozark Region had 5 councils, which kept track of their officers and contact information. The Toastmistress Club had different newsletters: *The Carillon*, *Communique*, *Leads for Leaders*, *Directory of the Toastmistress Club*, and *The Ozark Region-Aire*. The Toastmistress Club would host dinner and awards events, each with its own theme. The five councils of the Ozark Region would participate in speech contests with guidelines of the topic, procedures, and presentation.

**Subject Terms:**

Clubs  
Contests  
Creative writing  
Public speaking  
Public speaking for women  
Speech

**Container List:**

**Box 1**

Folder 1: Club bylaws, manuals, and officer duties, 1958-1973  
Folder 2: Club history, 1949-1969  
Folder 3: Membership applications, 1965-1973  
Folder 4: Statements of Club Membership, 1955-1973  
Folder 5: Club agendas, 1962-1970  
Folder 6: Club meeting minutes, 1971-1973  
Folder 7: Club Treasurer's Reports, 1961-1972  
Folder 8: Club audit papers, 1955-1972



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- Folder 9: Official forms, undated
- Folder 10: Jewelry and awards catalogs and forms, 1961-1972
- Folder 11: Advertisements, undated
- Folder 12: General correspondence, 1968-1972
- Folder 13: Notes, undated
- Folder 14: Club programs, 1961-1972
- Folder 15: Speech contest materials, 1967-1972
- Folder 16: Speech contest results, 1972
- Folder 17: Leads for Leaders, 1961-1969
- Folder 18: Founder's Day materials, 1962

**Box 2**

- Folder 19: Parliamentary guidelines, 1947-1970s
- Folder 20: Miscellaneous resources, 1960-1973
- Folder 21: Credit Union, 1969
- Folder 22: Park Ridge Toastmistress Club, 1945-1956
- Folder 23: Council manual and bylaws, 1952-1965
- Folder 24: Council 1: correspondence and rosters, 1966-1970
- Folder 25: Council 2: correspondence and rosters, 1967-1969
- Folder 26: Council 3: correspondence and rosters, 1960-1973
- Folder 27: Council 4: correspondence and rosters, 1967-1969
- Folder 28: Council 5: correspondence and rosters, 1967-1969
- Folder 29: Regional bylaws, 1963-1965
- Folder 30: Regional conferences, 1967-1970
- Folder 31: Regional correspondence, 1967-1973
- Folder 32: International handbooks and bylaws, 1955-1972
- Folder 33: International conventions, 1961-1974
- Folder 34: International correspondence, 1970-1971