

High Country PETS Steering Committee
August 19, 2014 Meeting via Teleconference

Meeting Notes

1. **Review/Approve Minutes from 7/27/14** - Peter motion, Bob D 2nd – motion carried and minutes accepted.
2. **Draft Budget Review** – business with bank accounts – was a D5450 account, Larry Hall made changes to bank accounts, new bank, Sec of State filing (Colorado), HC PETS has it's own EIN, etc Reviewed detailed line items in the draft budget prepared and provided by Arlene. Questions were raised by committee members on the call.
3. **Review Speakers/Entertainment/DGE Plenary Session Assignments** – Discussion regarding speakers for 2015 PETS. Gregg Podd agreed to be speaker; need to firm up Fri or Saturday evening. No game show, panel discussion suggested, interest areas similar to what was done at Dan's DC was suggested and sparked some interest. Kevin to set up a call regarding this with DGE's; Kevin to also get some info on Corey C out to the DGE's.
4. **Beginning PR, Save the Date, Development of the flyer** (Save the date – before 9/30/14), PE determination is critical by DGE's; send to club president and secretary etc. Registration opens early November or late October – need speakers, etc, Save the date changes to a PETS flyer, general outline of program, pictures, bios for speakers, DGE's need to modify etc specific to their districts.
5. **Event Resource Team Items** – Doug not on call; need to renegotiate AV contract and terms; decision on Broadband access - \$4K expense
6. **PETS Exchange for 2015** – Peter Ewing to attend; still considering Pacific Northwest PETS – reconsidered as Pacific Northwest PETS is the same as High Country PETS (March 6-8, 2015). Peter to investigate other potential PETS to consider.
7. **Facilitators and required training** – Chuck still looking for additional names of facilitators; Koby is the only one that has provided names. Deadline is fast approaching – January 3rd, 2015 is training date. DGE's should provide. Do not use /suggest AG's as facilitators.
8. **AG Training Segment** – Saturday afternoon; still planning to have this segment (Chuck)

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Meeting Notes (continued)

9. **PEN Session (Rotary 101) and new Foundation 101** – planning to have same session (Rotary 101) PENs and Foundation 101 (grants, history, relationship with other Rotary programs) (PEs) – Friday –
10. **District Leadership Briefing** – need theme, perhaps Gregg's membership business plan, others beyond Greg ? Peter Ewing (Dan)
11. **Technology Center Staffing and on-site registrar** – decide on whether to fund the tech center again in 2015; \$4k cost – Koby brought the computers, cost was for the internet access and the labor to set up the center, was it fully utilized ? where to set up – est cost is about the same; DGE's should poll the current club president's to see if they utilized or were even aware ? Should there be focused sessions for PE's ? AG's ? Importance of Rotary Club Central and other RI tools; suggest doing offline from PETS. Train the Trainer approach ? Opportunity to take advantage of people being at PETS. Phil M suggested that the 5 district trainers should get together and identify a plan of what to actually do at PETS in this regard. What if anything should be done RE training on Rotary Club Central.
12. **Registration – update about on-line format** – In 2014 a number of glitches were identified. Ability to refund via ClubRunner will be easier due to ClubRunner enhancements. There will be a cancellation fee(\$ or %) for 2015. Arlene to develop a schedule regarding when cancellation fees would apply.
13. **Next meeting date range** – October 1st or 2nd – Arlene to send out a meeting wizard; Dan and Arlene, Peter E as well to meet with DGE's during Zone. Critical Path/Task list – Arlene to update, etc.
14. **Adjournment** - Bob D motion to adjourn; Phil second – motion carried – call complete at 5:24pm MDT

Respectfully submitted by:



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