



High Country PETS

August 15, 2016

The conference meeting was called to order by PETS Chair Bill Spath at 4:00P with a roll call of the following members; Bill Emslie (5440), Arlene Weber (PETS Admin), George Small (5470) Dale Schultz ((5630), Peter Ewing (5450), Jerry Milner (5630), Bill Spath (PETS Chair 5390), Chris Peterson (5470), Becky Smith (5470), Abbas Rajabi (5440), Chuck Rotenberg (5440), Teresa Anson (5470), Rick Moore (5390) and Lori Cummings (5390).

The agenda was distributed via email prior to the meeting. *It was moved by Dale Schultz and seconded by Abbas Rajabi to approve the minutes of the July 23, 2016, meeting with the addition of "Chair" after Barb Redder and "Bill Emslie (acting chair)". The motion carried.*

PETS Guidelines - Arlene emailed the proposed PETS Guideline for 2017. Of note are the following amendments to the previous guidelines:

- The effective date is **August 15, 2016**.
- Addition: **"should financial reserves drop below the minimum of \$20,000"**.
- Addition: **"A reserve fund of \$20,000 shall be established....."**
- Deletion/Addition: **"~~Until~~ Should this amount drop below the minimum of \$20,000, a \$5 per registrant....."**
- Addition: **"....Steering Committee at least 11 months prior to the next scheduled PETS...."**
- Change: Content Breakouts from "Leading Rotarians to **Your Leadership**; Engaging Members to **Your Members** and Running Your Club to **Club Management**"
- Additions to Reimbursement Policy: **PETS Group Breakout; 101 Session Facilitators, maximum of two, who travel more than 100 miles will be eligible for one-night lodging at 1/2 of the group rate.* PEN Sessions Facilitators, maximum of three, are eligible for 2 nights lodging at 1/2 of the group rate.* AG Session Facilitators, maximum of two, are eligible for 2 nights at 1/2 of the group rate.* *The listed reimbursements do no apply if the facilitator is being reimbursed under another section of the PETS Guidelines (for example, a District Trainer who does PEN training is already covered under the Steering Committee reimbursement.**
- Additions to Reimbursement Policy: **The Administrator will also be eligible to expense meals associated with , but not otherwise covered, during one of these three events.**

It was moved by Dale Schultz and seconded by Bill Emslie to approve the changes to the PETS Guideline for 2017. The motion carried.

Vendor and Exhibit Update (Peter Ewing) - Bill and Arlene are the hotel liaisons. **Peter followup on the "Iron Lung" in the Denver area and placement will be near the elevator. The Sargeants-of Arm training is adequate with Candy and Abbas recruiting the manpower. .** Other exhibits will include TRF and 3-4 retail vendors. There may also be room for some District projects.

Speaker Selection Review - Anticipated RI staff include Emily Tucker and Christine Grodecky.

- Friday PM - Kalyan Banergee
- Saturday Breakfast - Abbas' daughter (Sumari) who will also be scheduled for a PR breakout.
- Saturday Lunch - President's Panel "Lessons Learned"
- Saturday Dinner - "general discussion"

- Sunday Breakfast - Mike Forney

PETS RI Materials - Bill Emslie will be the point of delivery. Materials will be delivered to the hotel on February 23. **Mike Brady (5450) will be contacting a person to be the Material Person. He will have that person talk to Bill.** There need so be a 1 week lead time to get the materials to the individual. They will be put in a "cinch bag".

Facilitator Selection (Karen Briggs) - **DGE's must contact Karen with the name of the persons that each District designates as Facilitators by September 1. Karen will send the name, email and phone of the person who served last year.**

Updated Club Manual Material - Breakout topics are in Appendix A. We want to avoid overlap with the District and content sessions. **Trainers will talk to the DGE's.**

PETS Exchange - **Arlene will let us know**

Event Resource Team (Doug) - This is a summary of the discussion:

- There will be short Rotary videos during meals.
- Doug needs a 2 month lead time to get during plenaries.
- DGE's need to make an offline decision and get to Arlene/Bill.
- Kelley forwarded some info to Abbas.
- District may have clips.

Registration/Registrars - **Forward the name, email and phone to Arlene by October 1. If new, they may need training.**

To Do List

- January 1 - Facilitator Training (Denver)
- Use online booking link for hotel on PETS website.
- The next meeting conference will be in 1-2 weeks per the Meeting Wizard.
- There will be a short meeting at Zone.
- Phone conference in November.
- Monthly meetings.

Meeting was adjourned at 4:40P

Minutes submitted by:

