



High Country PETS (Teleconference)

The conference meeting was called to order by PETS Chair Bill Spath at 4:00P with a roll call of the following members:

5390 - Bill Spath, Malinda Shafman, Joe McBride, Rick Moore, Lori Cummings
5470 - George Small, Chris Peterson, Becky Smith
5440 - Barb Reeder, Bill Emslie, Chuck Rutenberg, Phyllis Abt
5450 - Bill Downes, Abbas Rajabi
5630 - Thomas Mortimer, Jerry Milner, Dale Schultz, Diane Edwards
Support - Arlene Weber, Peter Ewing

The agenda was distributed via email prior to the meeting. *It was moved by Rick Moore and seconded by Jerry Milner to approve the minutes of the November 14, 2016, meeting with the following corrections: delete duplicate names in attendance and Diane Edwards (5630). The motion carried.*

Registration Update (Arlene & DG's)

The attendance numbers are light, as usual, but next month will be critical. Current numbers by District:

- 5390 10
- 5440 11
- 5450 0
- 5470 6
- 5630 6

We have the risk of not meeting the hotel minimum. Please "hound" PE's. Arlene will get the rooming list at the end of December. Registering for PETS doesn't mean that attendees have room reservations without contacting the hotel.

Facilitators (Karen & Trainers)

There will be a list of meeting rooms for training in January. Michael will take the lead in putting together with hands-on items for each area of the curriculum that can be shared with trainers on Dropbox. Email topics located in guidelines to Bill. Highlight early training on Friday for AG's and PE's.

Event Resources Team (Doug)

DGE's must send a high quality photo to Doug to use for the plenary session. Include an extremely short bio (name, district, with name and if spouse is in attendance). Speakers are assigned and need photos of speakers.

Update on District Leadership - Friday (Barb)

Bill has contacted Kalyan's executive assistant with no response. Other slots will be filled, depending on Kalyan's response. Bill will communicate with Barb as information is available.

Vendor (Peter)

Vendors that are anticipated are Russell Hampton, Cutie Pie, National, ClubRunner, Wasser Graphics, depending on Rotoract coverage, Guitars for Troups, Polio Plus, TRF, Shelter Box, Martin Lindberg and Crutches for Africa?.

Sergeant-of-Arms are working on a food voucher of \$10 because they will be working during meals. The expense is approximately \$170-200. A minimum of 3 hours is required. The hotel need to approve this concept

and maybe carrying on the master bill. It was moved by Laurie Cummings and seconded by Bill Emslie to approve the Sergeant-of-Arms meal cost. The motion carried. Rooms signs will be placed at elevator levels and discussed with the hotel. Peter will do inventory of material and determine order needs. He will also do an information sheet for the Sergeants. It will be sent to Bill and DGE's/DGN's.

DG Aide Assignments

Assignments include Malinda (Mike Forney), Tom (Greg Podd), Bill Downs (Kalyan), Samira (Abbas). DG not on the call should contact for assignments. Barb will have Samira and the PETS Exchange person for registration. See the "Care and Feeding of Speakers" on website. This includes proper registration and when they are "in and out". Follow-up with Karen about any breakout for Samira and appropriate topic. Talk to Abbas if DG's want her for their District specific breakouts.

PE/PEN Email Segments

Send out flyers with each DG letter to PE's. Repeat! Repeat! Repeat!

Transportation/Shuttle

The shuttle from DIA to the hotel will have an ending time (?). The RTD Lightrail exit station is Central Park and take hotel shuttle from that location. This posted on the PETS website. Cost for an all-day pass is \$9.00 and \$4.50 for seniors. Call the hotel for a schedule of pickups.

To-Do's

- Speakers
- DG photos
- DG speaker assignments
- Aides Steering Committee -> facilitators register specific meals for speakers
- DGE's need to make own room reservations and Arlene will make room assignments.
- Script for DG's dinners and plenaries
- DGE's must authorize AG's on the RI website for access.
- PE must be listed to access goals for their year.
- Becky Smith will contact Bob Delavan about moderating the President's Panel.

Next meeting - The next meeting will be scheduled by a meeting request notice.

Adjourn

It was moved by Dale Schultz and seconded by Abbas Rajabi to adjourn at 4:59P.

Minutes submitted by:

