

**2018 PETS Steering Committee Meeting**  
**Phone conference call**  
**October 16, 2017**

The meeting was called to order by Chair Barb Redder. Roll call was taken.

**Those in attendance:**

District 5390: Rick Moore, Lori Cummings

District 5470: George Small

District 5440: Barb Redder, Chris Woodruff, Karen Trusler, Bill Emslie

District 5450: Amy Wee, Connie Syferd, Curt Harris

District 5630: Scott McLaughlin, Dale Schultz, Dian Edwards

Support Staff: Arlene Weber, Diana Smith, Karen Briggs, Phil Murphy, Peter Ewing

**Minutes from the conference call September 19, 2017** were reviewed. Motion made and seconded to approve the minutes as presented. Motion passed.

**Speaker Review** - Discussion was held on whether the 5 DGEs have decided whether to add Dale Palmer as presented by Rick Moore in an earlier email. Rick was thinking that we needed to add some additional leadership material to the PEs at the Saturday noon session. After discussion it was decided that we wouldn't add a speaker at this point in time and leave it as just the Past President's Panel but would ask Chuck Rutenberg to check with Tannis Roeder if there can be more leadership material in that presentation.

**Vendor Exhibit Update** - Peter Ewing - He has received payment from two of the vendors, Russell Hampton and Service Club Innovators. At this point he has tables for Russell Hampton, Awards 4 U, 2 for RI Foundation, 1 for District 5450, 1 for RI, 1 for RI International Convention in Toronto, 1 for Polio, 2 for Club and District Support and Membership and the tables from the district will likely fill out the space. Does not have any information from district 5390, 5450, 5630 on whether they wanted a table. District 5630 wants a table. District 5390 doesn't want a table.

Referring to the PETS schedule, Peter asked whether he could go ahead and set up the schedule for the sergeant-at-arms. Arlene said to go ahead. Peter asked whether any districts needed them on Friday AM and the response was no. Peter will continue to contact the other 2-3 vendors that haven't paid and will contact the other exhibitors to complete the forms needed for PETS.

**Registration materials packets and bags** - Arlene reviewed the picture of the bag that Ruthe has suggested we consider. The cost is double what it was last year. If we do go with this bag, the critical item is that we have good attendance in order for this bag cost (roughly \$1800-1900) not be a burden on our budget. We would order 500. Motion was made and seconded to order this bag and direct Ruthe to order 500 of them.

**AV discussion** - No update

**Facilitator Update** - Karen Briggs Process is moving along and on target. Has received quite a few names. Not all facilitators have been contacted yet. The response about the proposed changes in facilitating has been positive.

Rotary 101 Sessions - Mike Forney has agreed to do the same sessions as in the past. Jim Halderman has agreed to conduct Rotary 101. Karen is still working on Foundation 101. She is contacting Dan Himelspace. On Rotary Club Central, Karen was still working on that.

**Registrations Update**- Arlene and Diana Arlene still has two districts that she needs to complete the registrations and expects that to get done this week. She will send the link to the registrars to have them check it to make sure it works. She expects that registrations should be open by November 1st. Diana will begin to receive those registrations. The registrations for both PEs and AGs will be combined on one registration to make it easier for each district to track those registrations. Each registrar will be asked to collect payment for the PENs and any satellite club members. Arlene will send to each registrar a check list sheet to help them work through the registration process.

PETS steering committee registration as well as for speakers can be made now. It is on the PETS website under for PETS steering committee.

District Photos - Arlene said that if the districts need a room for those, they are taken Saturday before dinner, they need to let her know by February. Each district will have to select their own photographer.

**Wording in the PETS guidelines** regarding a district leaving High Country PETS. Discussion from last month's was deferred to this meeting. Rick suggested to delete the wording "acceptance by ¾ of the remaining voting committee members". It was decided that since only 2 DGEs were present, that we defer the vote on this to the November meeting. Rick motioned that we go ahead and delete that part of the sentence. Dale seconded. Rick then motioned that we defer this vote to the November meeting when we have all in attendance. George seconded.

**Wrap-up**

Arlene needs all the speaker bios by the end of October. Once she has that, she can finish the flyer so that the DGEs can have that to send out with their letters to the clubs the first week of November.

**Next committee call will be November 20, 2017.** Motion made and seconded to adjourn.