

## Agenda – Phone Conference Call

<b>Objective</b>	2019 PETS Planning	
<b>Date</b>	February 11, 2019	
<b>Time</b>	<b>From:</b> 4:00 P.M. <b>To:</b> 5:15 P.M.	
<b>Zoom Link</b>	<b><a href="https://zoom.us/j/242490407">https://zoom.us/j/242490407</a></b>	
<b>Call-in Info</b>	669-900-6833    Meeting ID: 242 490 407	
<b>Scribe</b>	Sandy Wong	
<b>Convener</b>	Bill Emslie	
<b>Discussion Leader</b>	<b>NOTE: Items may be added during the meeting. Agenda Items</b>	<b>Notes</b>
Bill	Review/Approve minutes from January 21 <sup>st</sup> meeting	
Doug & Arlene	AV discussion - What is still needed. Plenary Speaker Sound Check schedule	
Ruthie/Arlene/Diana	Registration materials – pick-up schedule on the 28th. Name badges – unpaid withheld. Coding on Badges	
Phil	Any Updates on the Friday sessions, AG training, breakout sessions	
Arlene	Room reservations and Registration, When meeting rooms are available. DGE: Seating for Your Plenary Guest Table – who should be there	
Dale	Leadership Update Session & PETS Exchange – anything new	
Arlene/ District Registrars	Final changes, last date to cancel, limit on walk-ins, Issues and/or questions	
Peter	Vendor & Exhibit Update	
Bill	Miscellaneous wrap up	

TO DO LIST:

**DGEs – Still time to have your PEs and PENs register; but LATE FEE APPLIES AFTER Feb 17.**

**NO REFUNDS after Feb. 24<sup>th</sup>.**

**Committee: Group Dinner on Thursday, February 28<sup>th</sup> if you have nothing else at 6:00 PM. Meet in Lobby of hotel.**

**Committee Meeting and reception at 8:00 PM on the 28<sup>th</sup> in the Presidential Suite, room 1102.**

**Larry Dimmitt will be attending. Other RI can be invited if they are at the hotel by then.**

**February 11<sup>th</sup> and 17 days to PETS**