

2019 PETS Planning Committee Meeting via conference call
February 11, 2019

Chair Bill Emslie called the meeting to order at 4:01 pm.

Those in attendance were:

District 5390: Lori Cummings, Sandy Wong, Sandy Carlson, Rick Moore

District 5440: Bill Emslie, Bill Shilling, Karen Trusler, Chuck Rutenberg

District 5450: Sandy Mortensen, Bob Kemp, Amy Weed, Curt Harris, Connie Syferd

District 5470: Forrest "Chip" Ecks, David Wood, Becky Smith

District 5630: Dale Schultz, Scott McLaughlin, Kirsten Faessler, Bob Taylor

Rotaract: Nathan Dudden

Support Team: Arlene Weber, Ruthe Gleason, Peter Ewing, Phil Murphy, Doug McLemore, Becky Smith, Diana Smith, Shawna Secker, and other District Registrars

Bill Shilling moved to approve the minutes of the January 21 meeting as posted on the website; Sandy Mortensen seconded. Motion Passed.

Doug still needs high resolution photos from DGEs Scott McLaughlin, Sandy Wong and Curt Harris, along w RIDE Johrita Solari. Rick Moore will find out what music RIPE Mark Maloney wants to use for his introduction and report to Doug. For the Saturday morning Past Club Presidents' Panel, Becky needs two standing mics, one wireless mic to pass between panelists, and five chairs or stools; she would prefer to not have a table in front of panelists. Dale reported that four General Session speakers have slides and he will need a projector. Doug stated that he needs the Host, Inspiration speaker, Pledge leader, and the General Speaker to come see him inside the ballroom about 20 minutes prior to the event, so that he can coach on how to use the microphones and perform a sound check.

Peter said he needs 2 more Sargeant At Arms volunteers for Friday evening, 3:45 – 6:45 pm, and 3 more for Saturday 3:50 – 6:00 pm.

Peter reported that we are down one vendor, as Awards4U has merged with Russell Hampton. RI will have 3 tables for Foundation, Major Gifts and Annual Gifts.

Ruthe and Diana reported they have the name tags and name tent supplies and will print them after registration closes. Arlene will forward the final list to District Registrars to review for any misspellings, incorrect districts, etc., prior to the printing. Registration packets will be ready for pick up on the 28th.

Phil needs an outline of the agenda for each district's break out sessions to provide to the Facilitators, so as to avoid redundancy in PE and PEN sessions. Phil also asked that each district be mindful to release members from break out sessions so as to be on time for the PE and PEN sessions. Phil has provided the updated Matrix to the Facilitators. The Tool Box is a work in

progress, as previously created documents are stored in a drop box which none of us have access to.

Arlene reported that we met our room block reservation commitment, but the numbers are very low. The District meeting rooms will be ready by 6 pm Thursday evening, Feb 28. The hospitality room for 5390 will be ready at 130 for their 2 pm event, and for 5350 the room will be ready at 3 pm.

Arlene reminded DGEs to invite the guests for their table during the meal where the DGE is acting as host and introducing a speaker.

Nathan asked for DGEs to reach out to Rotaractors within each district to promote attending their conference. There is no minimum number of Rotaractors needed to hold the conference.

Ruthe needs state-themed items for six gift baskets for General Session speakers by Thursday morning, Feb 28. If you will not be at the hotel by early Thursday, items may be mailed to Ruthe Gleason 14129 W Center Drive Lakewood, CO 80228.

This committee will meet at 8 pm Thursday evening in the Presidential Suite; any items of business will be addressed and snacks will be served.

Arlene and Bill E will work together to compile a To Do list and send out to all of us tomorrow for items that need to be completed right away.

Meeting adjourned at 5:22 pm.

Sandy Wong
Scribe