

Agenda – Phone Conference Call

Objective	2019 PETS Planning	
Date	November 19, 2018	
Time	From: 4:00 P.M. To: 5:15 P.M.	
Zoom Info	https://zoom.us/j/946094508	
Call-in Option	+1 408 638 0986 Meeting ID: 946 094 508	
Scribe	Sandy Wong	
Convener	Bill Emslie	
Discussion Leader	Agenda Items	Notes
Bill	Review/Approve minutes from October 16 th meeting	
Peter	Vendor & Exhibit Update	
Bill	Rotaract Discussion with Nathan Dudden	
Ruthie	Registration materials/packets/bag	
Phil/ Arlene	Facilitator Training	
	Any Updates on the Friday afternoon sessions, AG training, breakout sessions	
Arlene	Schedule for PE/PEN letters & PETS flyer; room reservations and Registration	
	Discuss paying for ½ of a 3 rd night for committee members (about \$1700)	
	Wording change in PETS Guidelines, vote by committee	
Dale	Leadership Update Session & PETS Exchange – anything new	
Doug & DGEs	AV discussion – if needed at this time	
Bill	Facilitator for the Past Presidents panel or speaker for Saturday Lunch	
	Miscellaneous wrap-up	
	Next Phone Meeting Date - December 10, 2018	

TO DO LIST:

DGEs – Stay on Schedule for the PE/PEN letters; Promote Attendance (we need 360 full paid (\$400.00) registrations to break even. Guests, spouses, PDGs, etc. help.)

Have people use the Renaissance reservation link on the PETS website.

NOTE: General Session Speaker Aides, once assigned, need to complete the on-line registration for their assigned person and make a room reservation, if needed for that person.