

Agenda – Zoom Conference Call

Objective	2019 PETS Planning	
Date	September 17, 2018	
Time	From: 4:00 P.M. To: 5:15 P.M.	
On-line Link	https://zoom.us/j/229955206	
Call in Number	408-638-0986 or 646-876-9923	Meeting ID: 229 955 206
Scribe	Sandy Wong	
Convener	Bill Emslie	
Attendees	PETS Planning Committee Members in Attendance:	
Discussion		
Leader	Agenda Items	Notes
Bill	Review/Approve minutes from August 20th meeting	
Bill & Arlene	PETS Flyer Review & E-mail Schedule for PEs/PENs	
Bill	Speakers; General Session openings – by each District?; Suggestions from last PETS Exchange.	
Peter	Vendor & Exhibit Update	
Phil	Update from September 11 th sub-committee call	
	Facilitator Selection Update	
Dale	PETS Exchange for 2019 – Yes or No	
Doug	AV discussion – if needed at this time	
Ruthe/Diana	Registration materials, bag/folders update. Update on the program booklet	
Arlene	Review proposed wording change in Guidelines	
Bill	Miscellaneous Items	
Bill	Next Phone Meeting – October 15th	

TO DO LIST:

DGEs: Facilitator Training will be on-line in January. Some Facilitators will need to be at the Renaissance the evening of February 28th since final training will start on the morning of March 1st.

 District PETS Registrars – report any changes or confirm if the same as last year by Oct. 1 to Arlene. (Registrar is responsible to edit, add registrations for their district.

NOTE: >> Registration needs to open no later than November 15th. PREFER Nov. 1st.

Rooms at the Renaissance can be booked now (use link on the PETS website).

>> PETS flyer info must be finalized so it can be ready for first DGE letters that go out on November 1.

>> DGs serve as aides to guest speakers and special RI guests. Assignments will be made by December.