



High Country PETS Planning Committee Minutes
Debrief Meeting
March 3, 2013

The following attended the meeting:

- District 5390: Daryl Hansen, DG2012-13
John Stewart, DG2013-14
Roy Beekman, DG2014-15
Bill Spath, DG2015-16
- District 5440: Mike Forney DG2012-13
Julie Phares, DG2013-14
Phil Murphy, DG2014-15
Barb Redder, District Trainer
- District 5450: Mike Klingbiel, DG2012-13
Dan Himelspach, DG2013-14, 2015 PETS Chair
Peter Ewing, DG2014-2015
Beverly Mandel, District Administration
- District 5470: Roger Ptolemy, DG2011-12, 2013 PETS Chair
Wally Miller, DG2013-14
Clyde Church, DG2014-15
Paulette Church, District Trainer
- District 5630: Dian Edwards, DG2012-13, 2014 PETS Chair
Duane Tappe, DG2013-14
Koby Rickertsen, DG2014-15, D5630
- Support: Arlene Weber, DG2011-12, PETS Administrator
Chuck Rutenberg, Lead Trainer
Steve Sehnert, On-site Support Task Leader
Larry Hall, Treasurer
- Other: Lloyd Horandan, Peach State PETS Chair
- Absent: Karen Briggs, DT 5450
Loraine Lawler, DT 5630
Carla Vauthrin, DG2012-13, D5470

Gary Fletcher, DERT Chair
Dave Trefz, DERT Facility
Gary Frisch, DERT Registration
Karoline Woodruff, Materials Task Leader

High Country (HC) PETS Chair Roger Ptolemy called the meeting to order at 12:30 p.m.

Expenses

Larry Hall was present and available to write expense reimbursement checks for shared room expenses to those covered as facilitators or members of the PETS Committee. Other expenses are to be evaluated and reimbursed by the respective districts for extra night lodging and expenses incurred by other district personnel, i.e. registrars, assistant governors.

Promotion

The High Country PETS Website served this past year as a central resource for reference materials. The graphic showing all districts in the multi-district was a nice addition to the program design. It was suggested that the agenda that is a part of the promotional flyer be also published as a separate item for easy reference. Districts' training schedules held in conjunction with the general program should be promoted separately.

E-mailings

There was discussion about the value of sending out advance chapters of the president's manual. It was generally agreed that while some presidents-elect may not read the materials as expected, it is still a valuable resource to provide. It was suggested that:

- All email messages and related chapters from the president's manual be placed on the High Country PETS website at the beginning of the communication cycle. This would solve the problem of providing make-up communications to presidents-elect who are named after the communication cycle begins.
- Email messages should be presented in a more attractive format and include embedded links to the reading materials and the promotion flyer instead of file attachments.
- Presidents-elect should be discouraged from printing the advance materials since this information will be provided in the printed president's manual that they will receive with their registration materials at PETS.

Registration Process

It was noted that we need to send out an email after the published registration deadline to advise that registrations are still being accepted.

It was suggested that we expand incentives for early registration beyond the award of a Paul Harris Fellow. Significant prizes such as gift cards might be a consideration next year.

During the seminar weekend, several members of the PETS Committee received a demonstration of the new Club Runner registration system that will be utilized for the 2014 PETS. The system will provide several advantages over the "Reg Online" system that has been used for several years. It will provide a direct link to accommodate hotel reservation requests. It can accommodate more registration options

for participants including special meal requests. Dashboard reports on registration status can be accessed. The system can be tailored to the needs of High Country PETS. The DERT Team has advised that they will not continue to provide the resources to support High Country PETS next year. District 5450 has offered to work on developing a resource team that will provide the audio/visual support needed and will also take the lead in developing the features for an improved online registration system using ClubRunner.

Facilities

There was little discussion regarding facility issues since the seminar is moving to the Renaissance in 2014. However, it was noted that the hotel staff at the Marriott was extremely friendly and accommodating.

Food

Menu choices this year were well received. Several participants expressed appreciation for the lighter Saturday lunch. It was suggested that we publish menu choices in advance and consider providing for main course alternative choices on the registration form.

Plenary Sessions

The three plenary session speakers' presentations were reviewed. The content of all presentations was good. However, the acoustics in the Rocky Mountain Event Center presented a problem with Michelle Rahn's voice pitch. Mary Kelly's presentation was extremely rushed due to time limitations. Rotary Jeopardy was successful, but the length of the game threw off the timing for training sessions that followed in the afternoon. The Academy Singers were well received and struck a strong patriotic response from all participants.

Rotary Speakers/Entertainment Features

The balance between speaker presentations and entertainment was discussed. The group agreed to carry over one entertainment feature for the Saturday evening banquet. Entertainment after a full afternoon of training was well received. The success of the interactive session using Rotary Jeopardy could be reprised with a version of Family Feud next year. It was suggested that the plenary session speakers selected for next year be comprised of a "new generation" presenter and Rotary leaders.

Topic Breakouts and Panel Discussions

It was noted that there was good sustained attendance at the sessions presented. This year's evaluations will be helpful in determining adjustments for future programming.

Materials

Use of the same tote bags this year helped offset some expenses. The count for second shipment of materials from RI was not accurate. It was agreed that we continue to request and receive the President's Officer Kits as provided by RI at no charge. It was also agreed that we should purchase a copy of the President's manual for each registered President Elect Nominee (PEN). We anticipate the eventual transition to electronic materials at some future time.

Photos

It was suggested that photo sessions in the district breakout sessions be scheduled after a time break to allow participants an opportunity to change and freshen up before pictures are to be taken.

House of Friendship

It was reported that we had fewer Rotary exhibits in the House of Friendship this year. It was also suggested that we increase the vendor charge for exhibits to \$50 next year.

Planning Meeting

The process for planning the 2014 High Country PETS will begin this summer. It was suggested that the PETS Planning Committee conduct its face-to-face meeting at the Renaissance Hotel (Denver) where the 2014 High Country PETS will be held February 28-March 2, 2014. The second annual Zone 27 Leadership Institute is scheduled to be held at the Embassy Suites in Denver on July 27, 2013. Many of the PETS Planning Committee members will be attending this event. The group agreed that if the Renaissance is available for a planning meeting and facility tour on July 28, 2013, we will schedule the meeting at that time.

NOTE: Subsequent to the meeting, Arlene Weber received confirmation from the Renaissance staff that a meeting room would be available for the committee on Sunday, July 28.

PETS Leadership Succession

The group of District Governor Nominees elected Peter Ewing to serve as the High Country PETS Chair for 2016. Peter will assume the responsibilities identified in the PETS Guidelines for Chair-Elect Nominee at the July planning session.

Other

It was suggested that a map be posted in the registration area to illustrate club locations throughout the multi-district PETS.

PETS Exchange

Lloyd Horandan, Peach State PETS Chair, attended the High Country PETS this year. Dan Himelspace will travel to Atlanta and attend the Peach State PETS in two weeks. This exchange between our multi-district PETS serves to provide ideas and suggestions for improvements. Lloyd provided the group with a brief report regarding his observations during his attendance at the High Country PETS. He commented that the two groups were similar in many respects. He will send a written report outlining some of the organizational differences as well as his observations that will be appended to these meeting notes.

The meeting adjourned at 2:40 p.m.