



Lone Star PETS 2020

Online Registration Guide

The Lone Star President-Elect Training Seminar (PETS) is designed to provide essential and current information to President-elects and President-nominees to prepare them to have an effective and successful year. Attendees will have the opportunity to hear talks by top Rotary leaders and motivational speakers, attend small group discussion sessions on various topics led by knowledgeable and experienced discussion leaders, and network and exchange ideas with their peers from ten Rotary districts.

I know that you will find Lone Star PETS to be a very worthwhile training experience, and this guide has been developed to provide you with the information you need to know before going online to register.

1. Registration Packages

Registering for Lone Star PETS is easy!

Go to the Lone Star PETS website at www.lonestarpets.org and click on “Registration” in the menu, then “Online PETS Registration Link” in the drop down. This will take you directly to the Lone Star PETS registration page.

If you have a ClubRunner login enter you login and password. This will prefill some of your information. If you do not have a ClubRunner login enter your information. You will then be required to choose a registration package.

The five available options are as follows:

- a. **President-elect:** Select this option if you will serve as the President of your club starting July 1, 2020.
- b. **President-nominee:** Select this option if you will serve as the President of your club starting July 1, 2021.
- c. **Assistant Governor:** Select this option if you are an Assistant Governor.
- d. **Spouse/Partner:** Select this option if you are a Spouse or Partner of someone attending PETS as a President-elect, President-nominee, DG, DGE, DGN, PDG, AG, DRFC, Discussion Leader, Ranger or Lone Star PETS staff members.
- e. **All Others:** Select this option if you do not fit into one of the other four categories. This category includes DGs, DGEs, DGNs, PDGs, DRFCs, Discussion Leaders, Rangers and other Lone Star PETS staff.

All options include the Thursday night reception, lunch and dinner on Friday, all meals on Saturday, breakfast on Sunday and instructional materials.

Note: Please understand that if you (excluding PEs, PNs, and Discussion Leaders) and/or your spouse/partner want to participate in either the AG Training on Saturday or the Spouse/Partner Program you MUST register for the appropriate Registration Package.

Hint: If you fit into more than one Registration Package option, choose the option that best describes why you're attending PETS For instance, if both you and your spouse are attending, and both of you are either a President-elect or President-nominee, choose that option over Spouse/Partner. Similarly, if your spouse is attending and will be serving as a Lone Star PETS Ranger, choose Spouse/Partner since that is better for you cost-wise.

2. Registration Cost

The cost of your basic registration is directly linked to the Registration Package you select AND the date on which you make your registration.

Note: Online registration will open on November 1 and run through midnight February 25. The cost of registration goes UP after midnight on January 31, and online registration CLOSES at midnight on February 25, 2020. After that time, the only option for registering will be on-site.

| Registration Package | Basic Registration Cost | | |
|-----------------------------|--------------------------------|-----------------|----------------|
| | Until Jan 31 | Feb 1-25 | On-Site |
| President-elect | \$355 | \$405 | \$420 |
| President-nominee | \$355 | \$405 | \$420 |
| Assistant Governor | \$320 | \$345 | \$385 |
| All Others | \$320 | \$345 | \$385 |
| Spouse/Partner | \$295 | \$345 | \$370 |

3. Optional Classes

When you register for PETS you will be given the opportunity to register for up to two optional Thursday night classes led by knowledgeable and experienced discussion leaders that are designed to provide focused information on topics ranging from Rotary Basics for new Rotarians to Membership and Club Finances.

There is no additional cost to attend these classes beyond registering for PETS.

The fourteen optional classes will be presented Thursday evening, February 27.

Please do not register for more than two classes. They are presented twice, once at 7:00 and again at 8:00.

- a. Risky Business:** A Rotary course designed to inform clubs about club liability insurance and coverage that is provided by Rotary International to all clubs.
- b. Building a Diverse Club:** A top priority for Rotary is growing and diversifying our membership to make sure we reflect the communities we serve and are inclusive of all cultures, experiences, and identities. This session will focus on how clubs learn more about diversity, equity and inclusion.
- c. Increasing Our Ability to Adapt:** Every organization must adapt and evolve to stay effective and relevant, but change isn't always easy. In this course, you will learn the basics of how to manage change, including how to succeed in

leading it, how to assess people's readiness to make changes, how to plan for change, and how to respond to any resistance.

- d. The Rotary Club and Rotaract Connection:** This session will be a panel discussion led by Rotaract club members about how rotary clubs can connect with them through professional mentoring, inviting them to join Rotary before leaving their Rotaract clubs, and promoting community-based Rotaract clubs as Rotary Club partners that can expand and diversify service in the community.
- e. Push for Polio:** This session will provide a brief status of our fight to eradicate polio and give suggestions to engage clubs and individuals to continue to support this program.
- f. Rotary Basics:** A Rotary 101 especially designed for Presidents-elect and Presidents-nominees who have been in Rotary 3 years or less.
- g. Responsibilities for Club Finances:** A session focusing on what a Club President needs to know and understand about their club's finances.
- h. Rotary Club Central and My Rotary:** Hands on learning how to use Rotary Club Central and My Rotary. Participants must have their own Rotary member number or login, and a laptop with keyboard.
- i. Membership Development:** Best practices for **RECRUITMENT (ATTRACTION)** of New Members to **GROW** Rotary.
- j. Membership Development:** Best practices for **ENGAGEMENT** of New and Current Members to **GROW** Rotary.
- k. Membership Development:** Best practices for **RETENTION** of Current Members to **GROW** Rotary.
- l. The Rotary Foundation:** Hear about the Foundation's impact on the world, learn how donors can support our mission, and get tips for creating a culture of givers.
- m. How to Start a Rotaract Club:** How to start a community based Rotaract Club. How we can double the number of Rotaract clubs in the coming year.
- n. People of Action/Public Image:** How to survive and stay relevant in a highly competitive world of Service Organizations through the tools of Public Image of Rotary.

Note: Seating for some of these classes is limited and session-specific reservations will be taken on a first-come, first-served basis at the time of PETS registration.

4. Spouse/Partner Program

When you register for PETS you will have the opportunity to register your spouse/partner to attend the Spouse/Partner Program Thursday evening. What to do while your spouse is being trained. Come together with other spouses/partners and plan your time at PETS.

5. Assistant Governor Training

If you are registering for PETS as an Assistant Governor in order to support your District Governor-elect with Friday's training, please consider staying an extra day to attend Assistant Governor Training on Saturday.

Whether you will be a first-time AG in 2020 or have been on the job for a number of years, there's something in this training for everybody. Led by a knowledgeable and experienced discussion leader, you will network and exchange ideas with Assistant Governors from ten Rotary districts.

6. Extra Meal Tickets

When you register for PETS you will be given the opportunity to purchase extra meal tickets so you can bring a guest or guests to one or more of the six plenary sessions. Extra meal tickets can only be purchased by "registered" attendees.

| Plenary Session | Day | Meal | Program/Speaker | Cost |
|------------------------|------------|-------------|------------------------|-------------|
| 1 | Friday | Lunch | | \$55 |
| 2 | Friday | Dinner | | \$80 |
| 3 | Saturday | Breakfast | | \$55 |
| 4 | Saturday | Lunch | | \$55 |
| 5 | Saturday | Dinner | | \$80 |
| 6 | Sunday | Breakfast | | \$55 |

7. Speaker DVDs

There will be no DVDs available for this year's speakers. Instead, videos of all speeches will be downloadable from the website or mobile app.

8. Cancellations and Refund Policy

We hope that you will not find it necessary to do this, but should it be necessary to cancel your PETS registration please understand President-elect's and President-nominee's cancellation fee is \$50 and all others are \$25.

Note:

- (1) There will be NO refunds issued for a basic registration cancellation requested after the close of online registration at midnight, February 25, 2020.
- (2) While there is no cancellation fee associated with the purchase of extra meal tickets, to receive a refund your request to cancel must be received not later than 24 hours prior to the scheduled start time of the meal for which the ticket was purchased.

9. Appropriate Attire

Treat attending PETS like you would be going to work and you'll be fine.

While your discussion leaders and the Lone Star PETS leadership will be in business attire all weekend, the appropriate attire for the training sessions on Thursday evening, Friday, Saturday and Sunday is business casual – trousers/khakis and a shirt with a

collar for the gentlemen, and trousers/knee-length skirt and a blouse or shirt with a collar for the ladies. No jeans. No athletic wear.

Some of the rooms tend to be chilly, so you might consider bringing along a light sweater or jacket.

The only exception is on the night that the Rotary International President-elect is the speaker. The Lone Star PETS tradition is to wear business attire – coat/suit and tie for the gentlemen, and either a suit or dress for the ladies. Group pictures of each district will be taken that night as well.

10. Hotel Reservation

Registering for Lone Star PETS does not get you a hotel room!

When you finish registering for Lone Star PETS you must still go back to the Lone Star PETS website and click on “Registration” in the menu, then “Online **Hotel Reservation Link**” in the **drop down** to reserve your room at the DFW Hyatt Regency.

Note:

- (1) These rooms tend to sell out before the PETS online registration closes so do not wait too long to do this.
- (2) Do not go to www.hyatt.com to register for your room. The only way to get the special rate of **\$108 per night plus tax** is to register via the Lone Star PETS registration link.

11. Onsite Registration

Onsite registration will be held in **Stinson room**.