



**AGENDA**

**District 61 Executive Committee Meeting and Training Session**

Saturday, September 10th, 2005, 9:00 am  
 Hotel des Seigneurs, Saint-Hyacinthe, Qc

09:00	District officers arrive and network	
09:30	1. Introduction of the District Governor	Joseph Haberl, ATM-S CL Sgt-at-Arms
09:32	2. Call to Order and word of welcome	Camille Bentkowski, DTM, DG
09:42	3. Reading of District Mission	Susan Dalati, DTM, LGET
09:45	4. Roll Call	Camille Bentkowski, DTM, DG
	> Certification of Quorum	
09:55	5. Adoption of Agenda	Camille Bentkowski, DTM, DG
10:00	6. Reading of Minutes	Mario Vitulano, ATM-S, CL, Secretary
10:05	7. Audit Committee Report	
10:10	8. Treasurer's Report 2004-2005	RR Schultze, DTM, Treasurer
10:15	9. Budget for 2005-2006	RR Schultze, DTM, Treasurer
10:25	10. Division Governors Reports (3 min each)	Division Governors
10:40	<b>10 Minute Break</b>	
10:50	11. Reports / comments (~4 min. each)	
	> Public Relations Officer	Manfred Laube, ATM-G CL
	> Lt. Governor Marketing	Simon Parcher, DTM
	> Lt. Governor Education and Training	Sue Dalati, DTM
	> Immediate Past District Governor	France Vézina, DTM
	> District Governor	Camille Bentkowski, DTM
11:10	12. Rapports des comités (5 min chacun)	
	> Website committee	James Watson ATM-S CL, Webmaster
	> Translation Committee	Pierre Desrochers, DTM
	> Club Coach Support Committee	France Vézina, DTM, IPDG
	> Speakers Exchange Program	Fred Schuck, ATM-S, CL
11:30	13. Unfinished Business	Camille Bentkowski, DTM, DG
11:35	14. New Business	Camille Bentkowski, DTM, DG
11:40	15. Announcements	Camille Bentkowski, DTM, DG
	> Time of Next Meeting	
	> Fall Conference Promotion	
11:55	<b>Lunch</b>	
13:00	16. Parliamentary Procedures	James Watson ATM-S CL, Parliamentarian
13:30	17. Strengthening Clubs	Simon Parcher, DTM, LGM
14:00	18. Effective use of Public Relations Tools	Manfred Laube, ATM-G, CL, PRO
14:30	<b>10 Minute Break</b>	
14:40	19. Holding effective contests	Susan Dalati, DTM, LGET
15:10	20. Making Members Feel Included	Fred Schuck, ATM-S, CL
15:30	21. Team Building	All
16:10	22. Closing comments	Camille Bentkowski, DTM, DG
16:20	23. Adjournment ... Thank you for your participation and please drive safely!	