

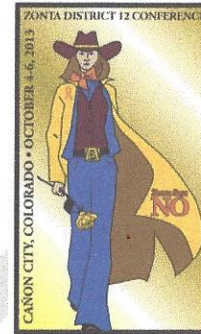
AV Script

Zonta International®
District 12
Advancing the Status of Women Worldwide

2013 District 12 Conference

Agenda

The Abbey Event Complex
 Cañon City, CO
 October 4-6, 2013



Blazing Trails
 for Zonta's Future

Room Set Up	Friday, October 4, 2013		AV Needs
3 6' tables	2:00 PM - 5:00 PM Foyer	Early Registration & Early Credentials Check In	None
U Shape	2:00 PM - 4:00 PM Cafe 3:45 3:45	District 12 Board Meeting	None
	4:15 3:45 PM - 5:15 PM ??? Abbey 5pm	Optional Tour of Abbey 3:45 Meet in the ????? at 4:15 PM - Price?? NORTH DOOR	None
20-25 6' tables	2:00 PM - 5:00 PM Abbots Room	Zonta Store Set Up	None
	6:00 PM - 8:00 PM Winery Holy Cross Winery - ??? at Holy Cross Abbey	Wine Tasting and Heavy Hors d'oeuvres The Holy Cross Winery??? - just south??? of the Abbey EAST	None
	Saturday, October 5, 2013		
Same	7:00 AM - 8:30 AM Foyer	Registration & Credentials Check-In	None
Same	7:00 AM - 8:00 AM Abbots Room	Zonta Store Open	None

Room Set Up	Saturday, October 5, 2013		AV Needs
See seating chart for Board Members Classroom for approx 100 people 10 6' tables around the perimeter for archiving items	7:00 AM - 8:30 AM Benedict Room	Continental Breakfast	None
Classroom for 50 people	7:30 AM - 8:00 AM Cafe	Instructional Meeting Delegates/Alternates/Voting Board Members	None
Same	8:30 AM - 10:00 AM Benedict Room	Opening of 61st District 12 Conference Welcome to the Conference Conference Introduction - Della Rieger or Stacey Cline (Please stand) Board Procession 2 ROTC → Parade of Flags 10 USA National Anthem 5 We Are The World - (For International Director) Call to Order & Introductions By: Sheila Davis, Governor 10 Welcome to Cañon City By: Tony Greer, Mayor 5 Opening Remarks By: Sheila Davis, Governor 3 Roll Call of Clubs By: Denise Luckhurst, Secretary 22	Lectern w/ mic as shown on seating chart. 1 or 2 table mics for seating on riser or floor facing audience. Floor mic between seating in front row facing head tables. Board Procession Song - El Capitan by John Phillip Sousa Other songs: USA National Anthem We are the World Recording Phillip Preston Singing
Same		Report of Credentials Committee By: Susan Sandoval, Credentials Chair 5 Presentation of Conference Standing Rules of Order & Voting Procedures By: Carol Leffler, Parliamentarian 5	Same

		2011 District Conference Minutes & 2012 Governor's Seminar Minutes By: Denise Luckhurst, Secretary 2 Official Zonta International Remarks By: Joy Orlich, Zonta International Director and D12 Liaison 5 Video By: Lynn McKenzie, Zonta International President 10 Presentation of Conference Program 2 By: Stacey Cline????, Conference Chair <i>Logistics</i>	Screen in front of room, projector and ability to play a DVD Link to Lynn's video sent an email from
Same	10:00 AM - 10:30 PM Benedict Room <i>10:30</i>	Coffee Break District 12 Scholarship Fund - Ann Hodgson, Service Chair & Area 3 Vice Director 1 Raffle Basket Ticket Sales - Pikes Peak Club	None ANGELA dated ROMERO JULY 19th
Same	11:00 AM - 12:00 PM Benedict Room CLUBS' ARCHIVING ←	Business Session Resumes Treasurer's Report By: Bridget Masters, Treasurer 10 Presentation of the Financial Statements Presentation of the Proposed 2014-2016 District Budget District 12 Accomplishments & Board Reports 20 By: District 12 Board Members SHEILA 2 Report of the Nominating Committee By: Nikki Headlee, Nominating Committee Chair 3 Candidate Introductions/Speeches 25 Voting Instructions -By: Carol Leffler, Parliamentarian 2-	Show pdf file of Financial Statements on screen Show pdf file of 2014-2016 budget D12 website Members Only Section Show ppt of District Board reports Interest...
Same	12:00 PM - 1:00 PM Benedict Room <i>1:30</i>	Lunch with Joy Orlich 30 FOUNDATION REPORT + VIDEO	Need any AV??? Joy will EMAIL HER .PPT LINK TO VIDEO ON YOUTUBE
Classroom for 30 people	1:00 PM - 1:30 PM Cafe 1:30 - 2pm	Elections	SENT IN EMAIL FROM BONNIE WOLINSKI 9/17
Same	1:00 PM - 1:30 PM Abbots Room 1:30-2pm	Zonta Store Open	

Room Set Up	Saturday, October 5, 2013		AV Needs
Same	1:30 PM - 3:30 PM Benedict Room <i>2:00 - 3:00</i>	Business Session Resumes Zonta International Foundation Report and Video <i>ZI BYLAWS Chng Renee</i> By: Tommie Atanasoff, Foundation Ambassador 10 District 12 Policies & Procedures Manual Revisions By: Deb Beatty, Bylaws Chair 15 District 12 Accomplishments & Board Reports 30 <i>CLUBS ARCHIVING</i> By: District 12 Board Members Advocacy and Zonta Says No By: Jane Page, Advocacy Chair 15 Guest Speaker: Kathy Herrin, Title???? 30	Internet access to ZI website or possible DVD Show REDLINE P manual Show pdf file of P & P Manual on screen. Show ppt of District Board reports AV for Jane? AV for Kathy?? <i>LAPTOP + PROJECTOR, Presentation on thumb drive</i>
Same	3:30 PM - 4:00 PM <i>3pm - 3:30</i> Benedict Room	Coffee Break	Show ppt. of District 12 pics from Susie
Same	4:00 PM - 5:00 PM <i>3:30</i> Benedict Room	Business Session Resumes Zonta Says No Plans for Each Club 50 Election Results By: ?????, Teller???? 10 <i>SHAYLA</i>	Each club will come to standing mic to present
Same	5:00 PM - 6:00 PM <i>15</i> Abbots Room	Zonta Store Open	
Rounds or 1/2 crescent rounds approx 100 people 10 6' tables around the perimeter for archiving items <i>8 TOPS</i> <i>Beta Stacy</i>	6:00 PM - 6:45 PM Benedict Room	Reception & Cocktails	Show ppt of District 12 pics from Susie <i>SHOW PPT of D12 pics from Susie</i> NEED microphone <i>AT FRONT OF ROOM</i>
Same	6:45 PM - 7:45 PM <i>8pm</i> Benedict Room	Dinner <i>Start ZSN Charles</i>	Same NEED mic <i>AT FRONT OF ROOM</i>

Room Set Up	Saturday, October 5, 2013		AV Needs
Same	7:45 PM - 9:30 PM 10:30pm Benedict Room 8pm	Awards Banquet Emcee: Marcy O'Toole, Lt. Governor 60 Blazing Trails with Club Archives Emcee: Barb Pellegren, Archivist/Historian 45	Standing mic at front of room
Same	9:30 PM - 10:30 PM Benedict Room 10:30-11pm	Fellowship with Governor Sheila & International Director Joy	None
Sunday, October 6, 2013			
Same	7:30 AM - 8:45 AM Foyer	Credentials Check-In Delegates/Alternates/Voting Board Members	None
Theater with isle down middle for 30-40 people 2 6' tables in front	8:00 AM - 8:45 AM Cafe	Memorial Service By: Marcy O'Toole, Lt. Governor Hosted by: Zonta Club of Prowers County	Standing mic or hand held mic at front of room if possible - not required NONE
See seating chart for Board Members Classroom for approx. 90 people 10 6' tables around the perimeter for archiving items	9:00 AM - 10:00 AM 10:30AM Benedict Room	Business Session & Brunch Sunday Introduction - Della Rieger or Stacey Cline???? 1 (Please stand) District Board Procession 5 Call to Order By: Sheila Davis, Governor 5 Roll Call of Clubs By: Denise Luckhurst, Secretary 5 Credentials Report By: Susan Sandoval, Credentials Chair 5 Final Registration Report By: ZONTA Registration Chair 5 Brunch with Lucy Stefan 19?? International Amelia Earhart Fellowship Winner & Member of Zonta Club of Fort Collins 30	Board Procession Song - 76 Trombones by John Philip Sousa Lucy just need mic?? VIDEO MY INTRO & HER PRESENTATION

Room Set Up	Sunday, October 6, 2013		AV Needs
Same	10:00 AM - 11:00 AM Benedict Room 10:30 - 11:30 ADVOCACY IN YOUR CLUB	Leadership Training Overview By: Sheila Davis, Governor 5 Leadership Training Breakouts Club President's Responsibilities By: ???? , Area 3 Director and ??? Area 2 Director Membership Net +1 Goal By: ???? , MARCY Service Recognition Award Program By: Ann Hodgson, Service Chair & Area 3 Vice Director Five Steps to Launch Advocacy in Your Club By: Jane Page, Advocacy Chair Archiving in 2013-2014 By: Barb Pellegren, Archivist/Historian	Mic on lectern None for breakouts Show D12 website homepage (UPCOMING EVENTS SECTION)
Same	11:00 AM - Noon Benedict Room 11:30	Business Session Resumes Closing Comments By: Joy Orlich, Zonta International Director & D12 Liaison 10 Raffle/Drawings By: D12 Clubs 40 Call to 2014 Governor's Seminar By: Zonta Club of Cheyenne 10 Call to 2014 Zonta International Convention???? By: Sheila Davis, Governor Closing Comments & Adjournment By: Sheila Davis, Governor 2 ORLANDO CONVENTION	Same as Sat Business Sessions AV for Call to Gov Seminar? AV for Call to ZI convention? http://orlando2014 zonta.org/
	Noon	Adjournment	
U Shape	12:30 PM - 2:30 PM Cafe	District 12 Board Meeting	None