

Leadership Training Seminar Kansas Elks Association

Highland Hotel & Convention Center, Great Bend, KS

Saturday, March 19, 2011

Hour	Time	Subject	Presenter(s)
9:30 – 10:30	1:00	Seminar Registration: Highland Hotel & Convention Center, 3017 10th Street Great Bend, KS *** Heritage South Room ***	

Heritage South Room: Joint Session

10:30 – 10:45	:15	Call to order, prayer, flag salute, introduction of honored guests, & explanation of meeting	Frank Springer, PSP Gary Hindman, PSP
10:45 – 11:00	:15	All presenters & participants introduce themselves and guest. Comments on which lodge they represent, what they hope to gain from the seminar, and areas of special interest.	
11:00 – 11:15	:15	Relationship of Grand Lodge to KEA & relationship of KEA to your Lodge	Gary Hindman, PSP
11:15 – 11:45	:30	Membership, Lapsation & Indoctrination	Charles Lester, PSP GL Membership Committeeman
11:45 – 12:00	:15	Leadership, Motivation & Attitude	Charles Lester, PSP
12:00 – 1:00	1:00	“Dutch” Lunch at Highland Hotel & Convention Center Hotel Registration & check-in.	
1:00 – 1:45	:45	Getting New Members Involved!	Debbie Betts, KEA Public Relations Chr.
1:45 – 2:00	:15	Public Relations & Lodge Activities	Debbie Betts, KEA Public Relations Chr.
2:00 – 2:15	:15	<i>Sunflower</i> & Public Relations for <i>Elks Magazine</i>	Carl Lindsey, <i>Sunflower</i> Editor
2:15 – 2:30	:15	KEA Website – www.kselks.org	Carl Lindsey, <i>Webmaster</i>
2:30 – 2:40	:10	Break into the two afternoon sessions. Heritage South Room: ER’s & other officers. Heritage North Room: Secretaries.	

Heritage South Room: Exalted Ruler's & Other Officer's Session

2:40 – 2:50	:10	Americanism	Zona Price, KEA Chr. & Comm.
2:50 – 3:00	:10	Elks Training Program	Coleen Boxberger, KEA Chr.
3:00 – 3:15	:15	Government Relations	Carla Bienhoff, KEA Chr.
3:15 – 3:30	:15	Drug Awareness	Lee Kibbee, KEA Chr. Larry Kibbee, KEA Asst. Chr.
3:30 – 3:45	:15	Elks National Foundation <i>The Great Heart of Elkdom</i>	Jim Capper, DDGER-NE
3:45 – 3:55	:10	Insurance & Risk Management	Walt Linthacum, SDGER & KEA Chr.
3:55 – 4:05	:10	Break	
4:05 – 4:25	:20	Hoop Shoot	Tony Nash, PSP & KEA Chr. David Foster, SW Dist. Chr.
4:25 – 4:45	:20	Soccer Shoot	Loren Anthony, KEA Chr.
4:45 – 4:55	:10	Veterans Programs including Adopt-A-Vet & Hide Program	Loren Anthony, KEA Chr.

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Hour	Time	Subject	Presenter(s)
4:55 – 5:25	:30	Looking Forward to Grand Lodge, Phoenix, AZ July 16 – 21, 2011	Carl & Sheri Lindsey Jim & Jamie Malone
5:25 – 5:30	:05	Closing comments and announcements	Gary Hindman, PSP

- The Hotel invites you to enjoy their lounge after this evening's dinner. - or -
- The Great Bend Lodge invites you to enjoy their lounge after this evening's dinner.
- Complimentary Dinner will be served in the Heritage North Room at 6:30 PM.
- The Sunday morning session for Exalted Rulers, Trustees & other officers begins promptly at 8:30 AM in the Heritage South Room.
- The Sunday morning session for Secretaries begins promptly at 8:30 AM in the Heritage North Room.
- We will conclude no later than noon.

Heritage North Room: Secretary's Session

2:40 – 3:25	:45	Secretary's Duties Grand Lodge Website as a Resource http://www.elks.org KEA Website as a Resource http://www.kselks.org	Frank Springer, PSP
3:25 – 5:25	2:00	CLMS1 & CLMS2 (Chicago Lodge Membership System). Workshop; <u>bring your computer & power-strip</u> . This will be a hands-on, interactive session. Wireless network is available.	Frank Springer, PSP
5:25 – 5:30	:05	Closing comments and announcements	Frank Springer, PSP

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Saturday Evening Events

6:00 – 6:30	:30	Cocktail Party & Reception	Executive Suite
6:30 – 7:30	1:00	Dinner at the Highland Hotel & Convention Center (complimentary - included in registration)	Heritage North Room
7:30 – ???		The Great Bend Lodge invites you to enjoy their lounge. The Highland Hotel & Convention Center invites you to enjoy their lounge	Great Bend Lodge -or- Hotel Lounge

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Sunday, March 20, 2011

Hour	Time	Subject	Presenter(s)
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Heritage North Room: Secretary's Session

8:30 – 10:30	2:00	CLMS1 & CLMS2 (Chicago Lodge Membership System). Workshop; <i>bring your computer & power-strip</i> . This will be a hands-on, interactive session. Wireless network is available.	Frank Springer, PSP
10:30 – 10:40	:10	BREAK to Joint Session in the Heritage South Room	

Heritage South Room: Exalted Ruler's & Other Officer's Session

8:30 – 8:32	:02	Welcome & Announcements	Walt Linthacum, SDGER Gary Hindman, PSP
8:32 – 8:50	:18	Exalted Ruler's Role, Including Involving your Spouse	Walt & Linda Linthacum
8:50 – 9:20	:30	Support Responsibilities & KEA Support	Linda Linthacum Janet Billings Sheri Lindsey Glenda Schaffer Nancy Cure
9:20 – 9:30	:10	Protocol, Meetings & Parliamentary Procedures	Walt Linthacum, SDGER & PSP
9:30 – 10:00	:30	Lodge Committees, Lodge Manuals and Mandatory Committee Appointments... get them active!	Debbie Betts, PER & KEA Public Relations Chr.
10:00 – 10:30	:30	Scholarships	Paula Ash, KEA Chr.
10:30 – 10:40	:10	BREAK to Joint Session in the Heritage South Room	

Heritage South Room: Joint Session

10:40 – 11:00	:20	KETCH – KEA Major Project	Ron Pasmore, KETCH CEO
11:00 – 11:10	:10	Elks Ladies Major Project	Carol Hindman, KEA Chr.
11:10 – 11:20	:10	KEA State Committees – PARTICIPATE!	Ken & Glenda Schaffer, KEA 2 nd VP
11:20 – 11:35	:15	Questions & Answers... What works in your lodge?	All Presenters & DDGERs
11:35 – 11:40	:05	KEA First Vice President and Lady	Carl & Sheri Lindsey
11:40 – 11:45	:05	KEA President and Lady	Carl & Janet Billings
11:45 – 11:50	:05	Closing Comments and announcements	Frank Springer, PSP Gary Hindman, PSP
11:50 – 12:00	:10	Fill out critique sheets & distribution of certificates	Frank Springer, PSP and all DDGERs

- *Seminar is complete.*
- *Enjoy your year in office. Make it FUN and work the programs!*
- *Thank you for coming and have a safe trip home.*