



TIPS FOR NEW RPPTL MEETING ATTENDEES

General Meeting Information:

- Download the RPPTL App and use it to stay on top of meeting locations, time changes, agendas, events, and everything else happening at the meeting. For information on how to download the RPPTL App please check with the Registration Desk.
- Ask for a “First Timer” badge at the Registration Desk. Members will reach out to you for introductions, help in navigating the meeting, and answering questions.
- Still lost? Have questions? Look for someone wearing a New Attendee Ambassador Tag. They are there to help you. Don’t see anyone with a badge, reach out to any other member at the meeting. We’re friendly and willing to help. We remember our first time.



Committees:

- The individual committee meetings are open to everyone unless otherwise designated on the meeting schedule. Attend meetings as a guest observer to determine the committee’s purpose and direction. The more meetings you attend the more you can learn each committee’s mission.
- You’re attending a committee meeting as a guest and are not sure what to do?
 - Don’t sit at the tables. The tables are for committee members. If there’s space at a smaller committee meeting, you’ll be invited to sit at the table.
 - Let a committee member know you are a guest and interested in the committee.
 - Review the Agenda which is on the RPPTL webpage for that committee. You’ll need to log in to get the Agenda. There’s always the App if you prefer.
- You’ve found the committee(s) that interest you and want to be a full member. What now?
 - Let the Chair of the committee know you are interested and they will let you know the membership requirements for that committee.
 - Volunteer for a subcommittee and participate.

- As you become more comfortable with the committee members and committee purpose, offer to take minutes.
- All the information you need about committees is on the Section's web page (www.rpptl.org).
NOTE: You'll need to login to see committee details and directories.



Executive Council:

- Real Estate and Probate Round Table meetings are limited to Executive Council members.
- The Executive Council meets on Saturday mornings.
- The back row of tables, mimosas, bloody marys, and beer are for past RPPTL Chairs only. Boxed lunches are for Executive Council members only.
- You may attend the Saturday morning Executive Council meeting to observe the action taken by the Council on behalf of the Section. However, speaking and voting are reserved for Executive Council members.
- There are chairs set up in the back of the room for guests.
- Want to be an Executive Council member?
 - Apply to be an At Large Member.
 - Apply to be a Fellow.
 - Be a Committee Chair or Vice Chair.



Social & Business Interactions:

- Attend social events. If you are not comfortable attending alone, bring a spouse, significant other or friend. You can also ask a New Attendee Ambassador or other Section member to introduce you to folks. Everyone is friendly.
- Smaller committees are a great way to get to know others quickly. You can get "lost" in Probate Law and Procedure, to name one. Start small but think big or just go for it.
- Bring plenty of business cards.
- If you get a business card or you enjoyed speaking with a member, follow-up after the meeting with an email within a week.
- If you signed up or volunteered for a project, follow-up.
- Pre-register and attend receptions, lunches, dinners and introduce yourself to someone new. Let attendees know you are new to RPPTL, Executive Council, or are not on the Executive Council, but would like to be.
- Mingle with the members to network and learn from other members' knowledge and experience.



Other General Tips:

- Review the brochure for the meeting in advance as certain events call for specific attire, timing of rides to events, registration and payments.
- Take the time to review the entire Section website so that you know where to find the information when you need it rather than

at the last minute. There is a wealth of information on our Section website that you may struggle finding in other places.

- If you like photography, bring your camera. The Section uploads albums under each photographer's name to the website and uses these photos to print in ActionLine pages and cover.
- If you have good writing skills and qualify, apply as a Fellow. Case reviews in ActionLine are written by Fellows so you can get published. And don't forget there are other perks available to a Fellow such as assistance with hotel costs and education.
- Draft articles for ActionLine – a publication that has a circulation of around 10,000. You can also volunteer for Florida Bar Journal articles. All guidelines for this are on the Section website.



Accommodations:

- Look at the RPPTL website for updates on upcoming meetings and book immediately when booking is available as group rate rooms get filled up fast.
- If the rooms are filled, call or email Mary Ann Obos or other Section assistant at the Bar to get on the waiting list or to locate other accommodations in the area. Mary Ann and the Section assistant can be reached by email at rpptlfs@floridabar.org