Virginia Section of the American Chemical Society
Executive Committee Meeting Agenda

Virginia State University
Room 150 Hunter McDaniel Building
1 Hayden Drive
Petersburg, VA 23806
Saturday, 14 Jan 2017
Meeting – 9:00 AM- 12:00PM

I. Refreshments

II. Call to Order at 9:15 AM

III. Passing of the Gavel

IV. Approval of the Agenda

V. Approval of the Minutes from the December 2016 Executive Committee Meeting/Strategic Planning Unveiling

VI. Old Business
   a. Continued Section Storage – Denise Waters
   b. Section Jobs Manual – Denise Waters

VII. New Business
   a. Committee Chairs – Introductions
   b. At Large Membership- Colleen Taylor
   c. Committee Operational Goals Statements/Bylaws- Colleen Taylor
   d. General Email Accounts for Section Officers – Colleen Taylor/Kristine Farthing
      i. General Announcement Best Practices - Colleen Taylor
      ii. Calendar Events/Action Dates Request – Ken Chapman
   e. Strategic Plan Management Team- Colleen Taylor
   f. Defining Regions of the Section – Strategic Planning Team (Denise Waters)
   g. Picture and Document storage/access

VIII. Officer’s Reports
   a. Past Chair – Todd Kotch (outgoing), Denise Walters (incoming)
   b. Chair - Denise Walters (outgoing), Colleen Taylor(incoming)
c. Chair Elect – Colleen Taylor (outgoing), Kathleen Sink (incoming)
d. Vice Chair – Kathleen Sink (outgoing), Joe Pompano (incoming)
e. Secretary - Christine Farthing
f. Treasurer- Thad Hannel
g. Councilors - Kristine Smetana, Ann M. Sullivan and Linette Watkins
h. Trustees - Philip P. Burks, Stephanie Mabry and James N. Demas

Break – 10:30 AM

IX. Standing Committee Reports (~ 2 minutes each)
   a. Awards
      i. Education- Larry White (Incoming)
      ii. Industrial and Service - Yezdi B. Pithawalla
   b. Chemical Education - Ryan Warren
   c. Chemistry Olympiad- Ann Sullivan
   d. Community Activities - Kristine Smetana
   e. Entertainment - Kenneth Chapman
   f. Government Relations- Rebecca Rose Pompano
   g. Media and Public Relations - Krista Weissbart
   h. Membership Hospitality – Will Lewis
   i. Minority Affairs – Colleen Taylor / Karl Jackson (Outgoing), Hyacinth Yarabe/Charlene Crawley (Incoming)
   j. Nominations- Todd Koch (Outgoing), Denise Waters (Incoming)
   k. Publications – Jim Beck
   l. Safety – Joe Crockett
   m. Student Affiliates- Patrick Barber (Outgoing), Lachelle Waller/Colleen Taylor (incoming)
   n. Webpage - Ann Sullivan
   o. Women Chemists Committee– Stephanie Mabry
   p. Younger Chemists Committee- Heather Lourenco

X. Budget for 2017

XI. Other Reports
   a. Strategic Planning Champion Updates
XII. Adjournment at 12:00 noon

May Exec Comm meeting – TBD