

**Virginia Section of the American Chemical Society
Executive Committee Meeting Agenda**

Virginia Commonwealth University

Harris Hall

Room 4153

Saturday Jan 18, 2014

Meeting – 9:00 AM

I. Call to Order 9:00 AM

II. Approval of Agenda

III. Approval of the Minutes from May and September 2013 Executive Committee meeting

IV. New Business

A. Annual Report – Forms

B. Any other new business

V. Officer's Reports

A. Past Chair

B. Chair

C. Chair-Elect

D. Vice-Chair

E. Secretary

F. Treasurer

G. Councilors

H. Trustees

VI. Old Business

A. Gifts for College Seniors

B. Job manual

C. Bylaws

BREAK 10:00-10:15 AM

VII. Standing Committee Reports (2 minutes each)

A. Awards

a. Education

b. Industrial, Innovation and Service

B. Chemical Education

C. Chemistry Olympiad

D. Community Activities

E. Entertainment

F. Government Relations

G. Hospitality / Membership

H. Industrial Relations

I. Media / Public Relations

J. Minority Affairs

K. Nominations

- L. Publications and Webpage
- M. Safety
- N. Student Affiliates
- O. Women Chemists Committee
- P. Younger Chemists Committee

VIII. Budget for 2014

IX. Other reports

X. Adjournment 11:15 AM

May meeting Friday evening, May 16 (?)