

## ***Virginia Section of the American Chemical Society***

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### **Executive Committee Meeting Agenda**

J. Sargeant Reynolds Community College  
700 East Jackson Street, Richmond, VA 23219  
Room 662

**Friday May 20, 2011**

Light Dinner – 5:30 PM

Meeting – 6:00 PM

[Link to Directions and Map](#)

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|--|---------|
| I. Call to Order   | 6:00 pm |
| II. Approval of Agenda   |         |
| III. Approval of the Minutes from January 2011 Executive Committee meeting |         |
| IV. Officer's Reports (5 minutes each)                                     | 6:10 pm |
| A. Past Chair  |         |
| B. Chair   |         |
| C. Chair-Elect   |         |
| D. Vice-Chair  |         |
| E. Secretary   |         |
| F. Treasurer   |         |
| G. Councilors  |         |
| H. Trustees  |         |
| V. Old Business  |         |
| A. Job manual  |         |
| VI. SERMACS Committee Reports  | 7:00 pm |
| BREAK  | 7:30 pm |
| VII. Standing Committee Reports (2 minutes each)                           | 7:40 pm |
| 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. Taskforces 8:10 pm
  - A. Local Section Meetings
  - B. Publications and Media
  
- IX. New Business 8:50 pm
  - A. Bylaws updating
  
- X. Adjournment 9:00 pm