

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

**Executive Committee Meeting Agenda**

J. Sargeant Reynolds Community College  
700 East Jackson Street, Richmond, VA 23219  
Room 670

**Saturday January 14, 2012**

Coffee and Bagels – 8:30 AM Meeting – 9:00 AM

I. Call to Order 9:00 am

II. Approval of Agenda

III. Approval of the Minutes from May 2011 Executive Committee meeting

IV. Officer's Reports (5 minutes each) 9:10 am

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 Reports 10:00 am

BREAK 10:30 am

VII. Standing Committee Reports (2 minutes each) 10:40 am

- 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 11:10 am

- A. Local Section Meetings
- B. Publications and Media

IX. New Business 10:50am

- A. Bylaws updating

X. Adjournment 12:00 pm