

# Agenda SkillsUSA Chapter Meeting

## 1. Opening

- a. Call to order (*President*)
- b. Invocation
- c. Opening ceremony
- d. Pledge to flag

## 2. Roll call and reading of minutes of last meeting (Secretary)

## 3. Correspondence

#### 4. Reports

- a. Officers
- b. Standing committees
- c. Special or ad hoc committees

#### 5. Business

- a. Unfinished business
- b. New business

#### 6. Announcements

#### 7. Program

- a. Speakers
- b. Educational activities (video or demonstration)
- c. Presentation of honors and awards

#### 8. Ceremonies

- a. Initiation
- b. Installation of officers
- c. Granting of honorary memberships

#### 9. Closing ceremony

## 10. Entertainment or social activity