



# 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