

Meeting No.1

Meeting Date: November 6<sup>th</sup>, 2018

Agenda

**Outlines of Responsibilities**

- **Vice President**
  - As required by the president
  - Help other executives as needed
- **Treasurer**
  - Plan and keep track of financial expenditures
- **Secretary**
  - Handle Communications and Social Media
  - First Priority is website

**Upcoming Events**

November 22 <sup>nd</sup> /23 <sup>rd</sup> (12-3 pm)	<b>Destresser Event</b>
<b>TBA</b>	<b>Traffic Bowl Meeting practices</b>
<b>June 2<sup>nd</sup> – June 5<sup>th</sup></b>	<b>CITE Conference</b>

**Organization Charts**

