



6222 Simpson Road
Charlotte, NC 28216

**Announcement of Committee Meeting
ACI 301 - Specifications for Structural Concrete
Spring Meeting – Vancouver, BC
Wednesday, April 2, 2003**

Date: February 27, 2003

To: ACI Committee 301 Members

From: Calvin McCall

Subject: Committee Meetings at the Vancouver Convention

Our upcoming meeting is scheduled on Wednesday, April 2, 2003 in Plaza B room at the Hyatt Hotel from 10:30 AM until 6:00 PM.

Please find enclosed the following:

- Agenda for the committee meeting
- Schedule of committee and subcommittee meetings
- A PFD file of ACI 301 that was submitted to TAC
- Ballot Summary of ACI 301-02-03.

Based on our discussion at the main meeting I have scheduled the subcommittee meeting for Sunday, March 30, 2003; please try to be present at your respective subcommittee meeting. Since much of the committee business originates in subcommittees, subcommittee attendance is critical to the success of the committee.

TAC is scheduled to review our document Sunday, March 30, 2003; we may have a preliminary report to discuss. We also have the negatives from the letter ballot to resolve. Your opinions and input are both desired and needed; please be present for the entire meeting on March 30th.

I look forward to seeing each of you.

If you have any questions or need any additional information, please feel free to contact me or Colin.

**Agenda of Committee Meeting
ACI 301 - Specifications for Structural Concrete
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Wednesday, April 2, 2003

10:30 AM – 6:00 PM

Plaza B Room, Hyatt Hotel

1. Call to Order
2. Introduction of Members
3. Minutes of Fall, 2002 Meeting in Phoenix, AZ
4. Announcements
 - a) Next meeting – September 27-October 1, 2003, Sheraton Boston Hotel & Towers, Boston, MA
 - b) Changes in membership
 - c) Roster update
 - d) Web site
 - e) Other announcements
5. Results of letter ballot 301-02-03
6. Summary of TAC Comments
7. Subcommittee Reports:
 - a) 301 A Domingo Carreira
 - b) 301 B Dave Gustafson
 - c) 301 C Jamie Farny
 - d) 301 D Roy Keck
 - e) 301 E Steve Close
8. Old Business
 - a) Coordination of ACI Specifications
9. New Business
10. Adjourn

Meeting Schedule
ACI 301 - Specifications for Structural Concrete
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Wednesday, April 2, 2003

Committee	Time	Room	Date
301 Main Committee	10:30 AM to 6:00 PM	Hyatt Plaza B	Wednesday, April 2, 2003
301 A General Requirements	8:30 AM to 1:00 PM	Fairmont Suite 277	Sunday, March 30, 2003
301 B Formwork and Reinforcement	11:30 AM to 1:00 PM	Fairmont Galiano	Sunday, March 30, 2003
301 C Concrete Mixtures, Placing & Construction	8:30 AM to 1:00 PM	Fairmont Waddington	Sunday, March 30, 2003
301 D Architectural, Lt. Wt., Mass, SCC	2:00 PM to 6:00 PM	Fairmont Galiano	Sunday, March 30, 2003
301 E Prestressed	2:00 PM to 5:00 PM	Fairmont Suite 277	Sunday, March 30, 2003