

COACH & MANAGER MEETING for _____
(Division and Team Name)

Held on _____ at _____ at _____
(Date) (Place) (Time)

In Attendance

-(List)

Absent

-(List)

Topics Covered

1. Expectations of Ice Times and Dressing Room Etiquette (*No Phone)
2. Discipline Plan (on ice and dressing room)
3. Communication and Using Snap for Availability (Affiliates)
4. Amount of Tournaments and Preferred Dates
5. Fundraising ideas
6. Sponsors and Grants (*Through employer or use Sponsor Template)
7. Apparel Ideas
8. Team Events/ socials or Extra ice/ drylands
9. Budget (*Use Template)

Meeting ended at _____
(Time)