Coalition Logo (if applicable)

**[Coalition Name]**

**[Coalition Meeting Type]**

**Date**

**Time**

**Location**

**Action Items**

* Action Item 1
* Action Item 2
* Action Item 3

**Meeting Minutes**

Begin bulleted list of meeting minutes

**Agenda**

The agenda from the meeting should be here.

|  |  |  |
| --- | --- | --- |
| Time | Topic | Presenter |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**[Next Meeting Date]**

**Time**

**Location**