



ISO of COSA Agenda Item Form For Delegate Business

Directions:

- Use one form per subject.
- You must complete the entire form for your agenda item to be considered.
- You may submit this form to the board any time of year for consideration, but it **must be received by the International Service Organization of COSA no later than April 1** for it to be considered for discussion at the Annual Delegate Meeting.
- **E-mail your completed form to delegateliaison@cosa-recovery.org**
- Please note: a representative must attend the Annual Delegate Meeting in person or via video conference to present this proposal if it secures a spot on the agenda. If no representative is present at the meeting, either in person or via video conference, the agenda item will not be considered.
- If a meeting is submitting the agenda item, please provide the meeting number. You will find this number on cosa-recovery.org under Meetings & Events /Find a Meeting.
- If you have questions about how to fill out this form, please e-mail delegateliaison@cosa-recovery.org.



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ISO of COSA Agenda Item Form for Delegate Business

Name of Meeting/Group/Individual proposing Business Item:
(Please provide meeting number if applicable)

Contact Person/Person Who Will Present Item at Annual Delegate Meeting:
(Please Provide Name, E-mail, & Phone Number)

Proposed Motion:
(Be precise; one sentence, if possible)

Explanation of Issues and/or Purpose of Item:

How this Proposal Might Be Carried Out:
(Consider volunteer hours, volunteer or paid skills needed to implement)
