

## COALITION MEETING CHECKUP

	Agree	Disagree
1. Coalition members feel that our meetings are a good investment of their time.	<input type="checkbox"/>	<input type="checkbox"/>
2. We usually stay on track during our meetings.	<input type="checkbox"/>	<input type="checkbox"/>
3. Member participation is balanced during most of our meetings.	<input type="checkbox"/>	<input type="checkbox"/>
4. Our meetings are usually well facilitated.	<input type="checkbox"/>	<input type="checkbox"/>
5. Meetings almost always begin and end on time.	<input type="checkbox"/>	<input type="checkbox"/>
6. Members share responsibility to make sure our meetings are effective.	<input type="checkbox"/>	<input type="checkbox"/>
7. We consistently accomplish our meeting objectives.	<input type="checkbox"/>	<input type="checkbox"/>
8. We regularly take the time to evaluate what is or isn't working in our meetings.	<input type="checkbox"/>	<input type="checkbox"/>
9. Our meetings are not interrupted (e.g., phones, people coming and going, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
10. By meeting's end, members are pleased by our accomplishments and ready to follow-up on action items.	<input type="checkbox"/>	<input type="checkbox"/>