insert COTE LOGO here

**AGENDA**

Month xx, 202x, time 12:00-1:00pm

location

**GOALS & COORDINATION**

* Welcome and introductions of all members
* Alignment with AIA National COTE objectives
* uniform performance metrics for Chapter Design Awards (Awards Alignment Initiative)
* Code of Ethics (Rule #6.501)
* What is our chapter’s mission?
* What are the goals of ours chapter for this year?
* What are the action items for or Chapter this quarter?

**EDUCATION / EVENTS / TOURS**

* ***ideas for education events here.***

**COTE NETWORKING**

* ***ideas for networking events here.***

**ADVOCACY / OUTREACH**

* ***ideas for advocacy here..***

**NEW BUSINESS**

* ***any new items goes here..***
* **Next COTE meeting February 13, Noon - 1:00 pm, at AD-EX**

**ADJOURN**