



Set your agreements at your very first meeting. Consider things like:

- Will there be one person in charge of coordinating the meetings?
- Will you reschedule if someone is sick or can't make it?
- When and where will you meet?
- Will you call each other, email, or use the discussion board? How often?

Record your answers here and make a copy of this form for each group member.

Our BuzZen Box Agreements

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Members of our group with phone numbers and email addresses

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____