

2023 OVERVIEW & CHECK LIST FOR CONVENORS	
PRE-SEASON MEETING/ORGANIZATION FOR LEAGUE PLAY:	
Completed	
	<i>Coaches' Contact List</i> completed & sent to coaches & Secretary
	Coaches' Package sent to coaches
	Coaches' Meeting date selected & sent to coaches & Secretary
	Game schedule created and sent <u>or</u> prepared for Coaches' Meeting
	Tournament dates and format determined
	Digital filing system organized and maintained for <i>Game Reports</i>
	<i>Intercounty Registration Forms</i> received and digitally filed by Convenor
POST LEAGUE PLAY:	
Completed	
	<i>ISA Convenors Financial Remittance</i> (tournament cost) completed & submitted
	Record tournament results (Division winners—Gold, Silver, Bronze)
	Short Report of Season prepared for ISA Fall Meeting