

**MINUTES OF THE ANNUAL MEETING**  
**OF THE BOARD OF DIRECTORS**

The annual meeting of the Board of Directors of \_\_\_\_\_, a  
\_\_\_\_\_ Corporation, was held on \_\_\_\_\_, 20\_\_\_\_, immediately following  
the annual meeting of shareholders of the Corporation.

The Directors present were:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A Temporary Chairman was nominated and elected and acted as such until relieved by the President, same  
being \_\_\_\_\_.

The Chairman then presented and read to the meeting a Waiver of Notice of meeting, subscribed by all of  
the Directors of the Corporation.

Upon a motion duly made, seconded and unanimously carried, it was:

RESOLVED, that the Chairman be requested to cause the same to be spread at length upon the minutes.

The Chairman then stated that nominations for officers of the Corporation were in order. The following  
persons were nominated and thereupon elected to the position opposite their names to serve until their successors are  
elected and qualified:

\_\_\_\_\_ PRESIDENT  
\_\_\_\_\_ VICE PRESIDENT  
\_\_\_\_\_ SECRETARY  
\_\_\_\_\_ TREASURER

The President, Vice President, Secretary and Treasurer thereupon assumed their respective offices.

The President then presented and read the minutes of the annual meeting of shareholders of this  
Corporation, and the same were, on motion duly made, seconded and unanimously carried, in all respects ratified  
and adopted by this Board of Directors.

There being no further business to come before the meeting, upon motion duly made, seconded and  
unanimously carried, the same was adjourned.

IN WITNESS WHEREOF, I have executed my name as Secretary and have hereunto affixed the corporate seal of  
the above-named Corporation this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Secretary

(SEAL)