

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

A \_\_\_\_\_ Corporation

The annual meeting of the Board of Directors of \_\_\_\_\_, a \_\_\_\_\_ corporation (the "Corporation"), was held on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at, \_\_\_ o'clock \_\_\_\_\_ m., at \_\_\_\_\_, pursuant to Waiver of Notice, signed by all member of the Board of Directors of the corporation.

The meeting was called to order by the President, \_\_\_\_\_, who acted as Chairman of the meeting. The chairman announced that the first order of business was to accept nominations for the appointment of officers to hold office for the ensuing year and until their successors are elected and qualify.

The following persons were nominated for appointment as the officers of the corporation as set forth opposite their name:

President: \_\_\_\_\_

Vice President (if applicable): \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

All of the Directors being present and having voted, the Chairman announced that the aforesaid persons have been unanimously appointed to offices of the corporation as set forth hereinabove, to hold office commencing as of the close of the meeting and thereafter for the ensuing year and until their successors are elected and qualify

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

Dated:

\_\_\_\_\_  
Secretary

Approved:

\_\_\_\_\_  
President