

SHAREHOLDER MEETING MINUTES

Meeting Location: _____

Time: _____

Call to Order:

The meeting was called to order by the Chairperson at the time set forth above.

Roll Call:

The following shareholders were present in person or by proxy:

Name: _____ Shares Owned: _____

Name: _____ Shares Owned: _____

Name: _____ Shares Owned: _____

Name: _____ Shares Owned: _____

Proof of Notice:

The Chairperson confirmed that proper notice of the meeting was sent to all shareholders in accordance with the company bylaws and applicable law, and that a quorum was present.

Approval of Previous Meeting Minutes:

The minutes of the previous meeting were presented and reviewed. Upon motion duly made and seconded, the minutes were approved as presented.

Reports:

The following reports were presented and discussed:

1. Financial Report
2. Audit Report
3. Management Report
4. Other Reports

Unfinished Business:

There was no unfinished business brought before the meeting.

New Business:

The following new business was conducted:

1. Discussion and approval of proposed amendments to the bylaws.
2. Election of Directors.
3. Appointment of Officers.
4. Approval of annual budget and business plan.
5. Other matters properly brought before the meeting.

Election of Directors:

The following individuals were nominated and elected to the Board of Directors:

Name: _____

Name: _____

Name: _____

Appointment of Officers:

The Board appointed the following officers to serve until the next meeting or until their successors are duly elected and qualified:

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

Ratification of Actions:

All actions taken by the Board of Directors and officers since the last meeting were ratified and approved.

Adjournment:

There being no further business to come before the meeting, it was adjourned.

CHAIRPERSON'S SIGNATURE

SECRETARY'S SIGNATURE

Signature: _____

Signature: _____

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