

**GROUP NAME: \_\_\_\_\_**  
**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS**

\_\_\_\_\_

A regular meeting of the Board of Directors/Officers of \_\_\_\_\_  
\_\_\_\_\_ non-profit corporation (the "Corporation"), was held on \_\_\_\_\_,  
20\_\_\_\_\_, commencing at \_\_\_\_\_.

**PRESIDING OFFICER**

\_\_\_\_\_ presided at the meeting, and \_\_\_\_\_  
recorded the minutes as acting secretary.

**ELECTION OF NEW DIRECTORS/OFFICERS**

The following persons were elected to serve as Directors/Officers of the Corporation and to hold the office set forth opposite that person's name. The person shall continue as a director until that person's successor is elected and qualifies or until that person's resignation or removal.

<u>Name</u>	<u>Office</u>
_____	President
_____	Vice President
_____	Secretary
_____	Treasurer

**RATIFICATION**

The past actions of the officers/directors of the Corporation and the prior Board of Directors were ratified and affirmed.

Dated: \_\_\_\_\_

\_\_\_\_\_, Acting Secretary  
[Print Name]