

## MINUTES OF ORGANIZATIONAL MEETING OF

A \_\_\_\_\_ LIMITED LIABILITY COMPANY

The organizational meeting of the company was held at

\_\_\_\_\_,  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

All or a quorum of the members were present. The temporary Manager announced that the purpose of the meeting is to adopt the Operating Agreement and consider certain other business. Thereupon, on motion duly made, seconded and carried, \_\_\_\_\_ was elected temporary Manager of the meeting.

The members were then presented with a proposed draft of the Operating Agreement for the company. After a discussion was held,

IT WAS RESOLVED, that the proposed draft of Operating Agreement be adopted, and be it,

FURTHER RESOLVED, that the following persons were nominated and elected as Managers for the ensuing year:

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

A copy of the proposed form of Certificate of Ownership was presented to the meeting. On motion duly made, seconded and carried:

IT WAS RESOLVED, that the proposed Certificate of Ownership be adopted for use by this company and that a Manager be instructed to attach a copy of this certificate to the minutes of this meeting, and be it,

FURTHER RESOLVED, that a Manager be authorized and directed to prepare and issue certificates for ownership to be determined at a future meeting.

FURTHER RESOLVED, that \_\_\_\_\_  
be, and hereby is, appointed Registered Agent of the company and is authorized to discharge the duties of Registered Agent. The Manager was then directed to provide copies of the appropriate documents to the Registered Agent as are required by law.

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

\_\_\_\_\_  
Secretary