

Sample Board Resolution

SPECIAL MEETING OF THE BOARD OF DIRECTORS OF

A special meeting of the Board of Directors of _____, organized and existing under and by virtue of the laws of the State of _____, was held on _____, pursuant to a consent to hold the meeting without prior notice, such consent indicated by signature(s) of all Directors to these Minutes.

There were present at the meeting the following Directors:

constituting all of the Directors of the Corporation.

Upon motion duly made, seconded and unanimously adopted

_____ was chosen as Chairman of the meeting and
_____ was chosen as Secretary of the meeting.

The Chairman announced the only order of business was the consideration by the Board of proposed profit sharing and/or discretionary match contribution for the plan year ending December 31. This contribution would be made by the due date of the Corporation's tax return. After the explanation by the Chairman of the terms of the proposed contribution, motion was made, seconded, and it was unanimously:

RESOLVED, that the contribution of _____ to the Profit Sharing Plan for the plan year ending December 31, shall be _____; and, that the treasurer be, and he hereby is, authorized and directed to pay such amount forthwith to the Trustee.

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

Secretary

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