**MINUTES**

Rotary Club of………………………….. Inc

Registration Number…………………….

**MINUTES OF A MEETING OF MEMBERS CONVENED FOR AND HELD**

At:…………………………………….

On:……………………………………………. At ………………………. AM/PM

1. Present
2. Apologies
3. Chairman # took the chair with the consent of those present

The chairman declared a quorum was present

1. Notice of meeting was taken as read
2. Proxies The Chairman tables proxies from the following persons

OR No proxies were received

1. Replacement of Constitution

It was resolved as a special resolution:

THAT:

* 1. Subject to the approval of the Registrar of Incorporated Associations the current Constitution of the Club shall no longer apply to the Club and that in lieu the Constitution of the Club shall be the document produced with this resolution and which for the purposes of identification has been identified by the chairman of the meeting; and
  2. Whatever has been done or exists under or by virtue of the previous constitution shall continue as good valid and subsisting or may be finished completed or perfected as if the same had not been revoked and every question as to the application or degree of the application of this proviso may and shall be decided by the officers of the Club; and
  3. The Secretary be and is directed to seek approval of the Registrar of Incorporated Associations.

1. Replacement of By-laws

It was resolved

THAT:

* 1. The current By-laws shall no longer apply to the Club and that in lieu of them the By-laws of the Club shall be the document produced with this resolution and which for the purposes of identification has been identified by the chairman of the meeting; and
  2. Anything done or existing under or by virtue of the previous By-laws shall continue as good valid and subsisting or may be finished completed or perfected as if the same had not been revoked and every question as to the application or degree of the application of this proviso shall be decided by the officers of the Club.

1. Closure

There being no further business, the Chairman closed the meeting at AM/PM

Signed as a correct record: ………………………………..

Chairman Dated: