**Minutes of Meeting of Directors**

**XYZ Limited – Company Number 01020304  
  
Date held:** Tuesday 21th January 2016 – commencing 10.00am

**Held at:** 17 Welham Drive, Newtown, Countyshire

**Directors Present:** Fred Astaire - chairperson of the meeting  
 Ginger Rogers

**1. Quorum**

It was confirmed that notice of the meeting had been given to all the Directors of the Company.

It was noted that a quorum of Directors was present at the meeting in accordance with the Company’s Articles of Association.

**2. Applications for membership**

Signed letters of application were produced in respect of the applications for membership of the company from Rita Hayworth, Lana Turner and Bette Davis.

After due consideration of the applications, IT WAS RESOLVED THAT:

* Each of the noted applications for membership be accepted;
* Any two directors be authorised to issue appropriate membership certificates, signed by them on behalf of the Company, to the new members;
* The names of the new members be entered into the company’s register of members

As part of reaching their decisions on the acceptance of membership applications, the directors considered both the specific requirements of section 172 of the Companies Act 2006 and the need to promote the success of the Company for the benefit of its members as a whole.

**3. Next Directors’ Meeting**

It was agreed that the next meeting of the Directors shall be held on 14 February 2016.

**4. End of Meeting**

There being no other business the meeting ended at 11am.

Signed …………………………………………………………………………… Fred Astaire, Chairperson

Dated ………………………..