

First Meeting of Organizers

The meeting of the organizers of (name of national bank, in organization) a national banking association, created and existing under and by virtue of the laws of the United States, was held at _____ (A.M./P.M.), in (name of city/town), state of _____ on the _____ day of _____, _____, pursuant to call and waiver of notice by all the organizers.

Upon motion duly made, seconded, and carried, _____ was chosen as chairperson of the meeting and _____ was elected as secretary of the meeting.

The roll of the organization was called and the following organizers, representing a majority of the organizers, were present in person (list each organizer separately). The following organizers did not attend (list each organizer separately).

The chairperson announced that the first order of business was to execute the Articles of Association and Organization Certificate and to forward those documents to the OCC. On motion duly made, seconded, and carried, the following resolution was duly adopted.

RESOLVED that the Articles of Association and Organization Certificate of this association be adopted and filed with the Comptroller of the Currency.

The chairperson of the meeting announced that the Articles of Association provide that the number of directors shall be fixed by resolution at the first meeting of shareholders, but that number may not be less than five nor more than twenty-five. On motion made, seconded, and ried, the following resolution was duly adopted:

RESOLVED that the number of organizing directors until the first meeting of shareholders of the association be fixed at _____.

The chairperson called for the nomination of organizing directors. The following persons were nominated for the office of organizing director of the association to serve until the first meeting of shareholders and until their respective successor has been duly elected and qualified (list each nominee separately).

No further nominations having been made, the nominations were closed, and the organizers proceeded to vote on the nominees. The vote having been taken and counted, the nominees were found to have been duly elected organizing directors of the association to serve until the first meeting of shareholders and until their respective successors are duly elected and have qualified.

The OCC's preliminary approval [or conditional approval] letter was discussed and is attached to these minutes.

After discussion, (organizing chairperson, secretary, or chief executive officer) was

designated as the person to initiate and receive all future correspondence from the OCC (spokesperson). The chairperson directed the secretary to notify the OCC of (name)'s designation.

There being no further business to come before the meeting, on a motion duly made and seconded, the meeting was adjourned.

Chairperson of the Meeting

Secretary of the Meeting