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Board of Directors
 ROAB Foundation
 Address

Dear Sirs:

I hereby offer all my services to the ROAB Foundation in exchange for an employment (management) contract, the terms of which will be set out at a later date.

I understand that I would serve as Executive Director of the foundation. I further understand that as Executive Director I would conduct all foundation affairs.

I promise to serve to the best of my ability. I understand that the contract will provide for a salary and executive fringe benefits.

Yours truly,

J. B. Taxpayer

(Corporate Resolution Form Accepting Services of Executive Director)

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

A meeting of the Board of the Directors of the _____ Foundation, Corporation Not-For-Profit, duly authorized under the laws of the State of _____, said Directors properly holding office under the By-laws, was held on _____ (date), at the hour of _____ at _____ (place) pursuant to waiver of notice executed by all members of the Board of Directors.