

Draft for minutes of the Founding Assembly of your RSVglobal Ortsgruppe in your own country

Founding Assembly Schäferhundverein RSVglobal **Name**

(1) Today, **mm,dd,yyyy** in **street no.** in **ZIP city, country** are assembled

- **Mr/Mrs Name, street no, ZIP, city ,**
- **Mr/Mrs Name, street no, ZIP, city ,**
- **Mr/Mrs Name, street no, ZIP, city ,**
- **Mr/Mrs Name, street no, ZIP, city ,**
- **Mr/Mrs Name, street no, ZIP, city ,**
- **Mr/Mrs Name, street no, ZIP, city , and**
- **Mr/Mrs Name, street no, ZIP, city .**

(2) **Mr/Mrs Name** opens the assembly and proposes to appoint **Mr/Mrs Name** to take the minutes. The assembled agree by show of hands.

The assembled as well agree on **Mr/Mrs Name** to lead the meeting.

(3) **Mr/Mrs Name** agrees to be the leader of the meeting and proposes the following agenda:

1. Founding of a registered club: Schäferhundverein RSVglobal **Name** including discussion and decision about by-law and attachment.
2. Election of board members
3. Miscellaneous

The agenda is accepted unanimously by showing of hands.

(4) The agenda is then carried out as follows:

1. **Mr/Mrs Name** presents the draft of the by-laws and attachments. By-laws and attachments are accepted unanimously. **Mr/Mrs Name** declares that now the club is founded. He asks the assembled to sign the by-laws as founding members, which is then accomplished.

2. Afterwards unanimously by showing of hands are elected as board members:
 - a) **Mr/Mrs Name** for chairman
 - b) **Mr/Mrs Name** for Leader Training and Breeding (OGLAZ)
 - c) **Mr/Mrs Name** for secretary
 - d) **Mr/Mrs Name** for cashier

3. The elected accept the election.

The **leader of the assembly Name** closes the meeting at **hh:mm**.

.....
(Leader of the assembly)

.....
(Secretary)