SAMPLE BOARD RESOLUTION

Board resolutions may take many forms. The following is just one example. What we look for is that the topic came up before the full board and that the full board had the opportunity to vote on the resolution. The resolution should make reference to the meeting and then be signed by the Chair of the Board.

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BOARD RESOLUTION

At the meeting of the Board of Directors of (organization) on (date of meeting), the following resolution was proposed and approved by the board:

Resolved:

WHEREAS the mission of the (organization) is (describe mission);

WHEREAS (describe project) supports the mission of (organization);

That the (organization) Board is in full support of a grant proposal to the Organizational Arts Grant Program for (describe project).

Signed:

(President) or (Chair)