



The board of managers convened on _____, _____ at _____ am/pm.

The meeting was held at _____.

Notices were delivered to all parties entitled to notice via the method prescribed by the condominium declaration and/or the Illinois Condominium Act.

A quorum was present, with ____ out of ____ members in attendance.

In attendance were the following:

Minutes from the prior meeting were _____.

*The board discussed the issue of _____ and
unanimously agreed to take the following action:*

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unanimously agreed to take the following action:*

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unanimously agreed to take the following action:*

The meeting was adjourned.

These minutes are drafted for approval by the board at its next meeting, the date of which is:

_____ at _____ am/pm. That meeting will be located at:

_____.