

## Agenda for meetings of shareholders (from the By-laws)

**Section 7. Order of Business:** So far as consistent with the purpose of the meeting, the order of business of each meeting of shareholders shall be as follows:

1. Call to order.
2. Presentation of proofs of due calling of the meeting.
3. Roll call and presentation and examination of proxies.
4. Reading of minutes of previous meeting or meetings unless waived.
5. Reports of officers and committees.
6. Appointment or election of inspectors of election if requested.
7. If the annual meeting or a special meeting called for that purpose, the election of directors.
8. Unfinished business.
9. New business.
10. Adjournment.