20201011\_222 summary

**Keyword  
meeting / order / shareholders / board / directors / questions / formal business / Corporate Secretary / Chairman / notice / nominations /**   
  
**To-Do List**[10/11/2020 02:22 ~ 10/11/2020 02:22] senior management   
origin message: We will conduct our Annual Meeting first, and upon adjournment immediately convene a shareholder assembly.  
  
[10/11/2020 02:22 ~ 10/11/2020 02:22] An affidavit is with the Inspectors of Election attesting to the fact that the notice of meeting, the proxy statement and the 2019 Annual Report to shareholders were mailed to all shareholders of record beginning (date).   
origin message: An affidavit is with the Inspectors of Election attesting to the fact that the notice of meeting, the proxy statement and the 2019 Annual Report to shareholders were mailed to all shareholders of record beginning (date).  
  
[10/11/2020 20:19 ~ 10/11/2020 21:19] Chairman, on behalf of the board of directors, I nominate the following four persons, as named in the proxy statement, for election as directors to hold office for terms to expire in April, 20\_\_ or until their successors have been elected and qualified: Bob Is there a second? Second.   
origin message: Chairman, on behalf of the board of directors, I nominate the following four persons, as named in the proxy statement, for election as directors to hold office for terms to expire in April, 20\_\_ or until their successors have been elected and qualified: Bob Is there a second? Second.  
  
[10/11/2020 20:20 ~ 10/11/2020 21:20] Chairman, on behalf of the board of directors, I nominate the following four persons, as named in the proxy statement, for election as directors to hold office for terms to expire in April, 20\_\_ or until their successors have been elected and qualified: Bob Is there a second? Second.   
origin message: Chairman, on behalf of the board of directors, I nominate the following four persons, as named in the proxy statement, for election as directors to hold office for terms to expire in April, 20\_\_ or until their successors have been elected and qualified: Bob Is there a second? Second.  
  
**Log**Good morning, ladies and gentleman.  
**meeting / order**   
Will the meeting please come to order.  
Thank you.  
I would like to welcome you to the Annual Meeting of Shareholders of A Company.  
**shareholders**   
We are Webcasting and recording this morning’s proceedings so that we can prepare a complete transcript for shareholders and employees unable to attend the meeting.  
**board**   
With us today, seated to my left, are members of the board, and seated to my right are members of the senior management.  
**directors**   
I would like to take a moment to recognize Alice, two of our directors who are not standing for reelection this year.  
With their retirement, we are losing very substantial business expertise, wisdom and just plain common sense.  
All of us will greatly miss their insight and counsel.  
The printed program, which was on your chair when you came in, sets forth today’s agenda and the procedures we will follow.  
We will conduct our Annual Meeting first, and upon adjournment immediately convene a shareholder assembly.  
At that time I will report on 2019 operating results and the 2020 outlook.  
**questions**   
Then there will be a period of general discussion and questions.  
**formal business**   
This format allows us to complete our formal business expeditiously and move on to matters of general interest.  
**Corporate Secretary**   
Now I would like to introduce Bill the Corporate Secretary.  
Bill will establish that the meeting has been duly called and that a quorum is present for the Annual Meeting.  
Thank you, Mr.  
**Chairman**   
Chairman.  
The board fixed (record date), as the record date for determining shareholders entitled to vote at this meeting.  
An This document has been provided by the Society of Corporate Secretaries & Governance Professionals and is for individual use only.  
This document is not to be used for commercial purposes.  
**notice**   
An affidavit is with the Inspectors of Election attesting to the fact that the notice of meeting, the proxy statement and the 2019 Annual Report to shareholders were mailed to all shareholders of record beginning (date).  
As stated in the notice, the purposes of this meeting are as follows: First: To elect four directors for terms expiring in 20 \_\_; Second: To ratify the appointment of independent registered public accounting firm B for 20 \_\_; Finally: To transact any other business that may properly come before the meeting.  
Individuals of the Transfer Agent, the corporation’s transfer agent, have been appointed to act as inspectors of election at this meeting.  
Both are present and have subscribed to their oath of office.  
They have submitted their report as follows: There were outstanding on the record date a total of 500 shares of common stock.  
The holders of not less than shares of common stock are present in person or by proxy.  
Approximately \_\_% of the voting power or the outstanding shares is present at the meeting.  
Accordingly, Mr.  
Chairman, a quorum is present.  
(Chairman): On the basis of the Secretary’s report the meeting is duly convened.  
The polls for each matter voted on at this meeting will open when all of the proposals have been presented and will close immediately prior to adjournment.  
Now, we will conduct the formal business as set forth in the notice of the meeting.  
In order to conduct an orderly meeting and give all eligible shareholders an opportunity to participate, we will follow the procedures in the program.  
During the conduct of the formal business, questions and comments from the floor should pertain to the specific proposal then under consideration.  
I ask that anyone wishing to speak or raise a question move to the microphone located in the center aisle.  
The attendant will provide you with a card on which you should write your name and address and indicate your status as a shareholder.  
When you have filled out the card, hand it to the microphone attendant, who will introduce you.  
**nominations**   
(Corporate Secretary), would you present the nominations for directors? 3 (Corp.  
Secretary): Mr.  
Chairman, on behalf of the board of directors, I nominate the following four persons, as named in the proxy statement, for election as directors to hold office for terms to expire in April, 20\_\_ or until their successors have been elected and qualified: Bob Is there a second? Second.  
I declare the nominations closed.  
If a nomination from the floor is forthcoming: Bylaws require that shareholders provide names of nominees to the Corporate Secretary at least 90 days before the date of the meeting and that information similar to that contained in the proxy be provided for each such candidate.  
No such notice was received.  
Therefore, your nomination is out of order.  
If any shareholder has questions or comments specifically relating to the election of directors or these nominations, please approach the microphone.