

Minutes of the Meeting, establishing **(Name of the Organization)**

Place of the meeting:

Date

Meeting agenda:

1. Establishment of the **(Name of the Organization)**
2. Discussion and acceptance of the by-laws of the **(Name of the Organization)** and the list of the members
3. Elections of the Council on Methodology of the **(Name of the Organization)** and auditing committee.
4. Elections of the Chairman of **(Name of the Organization)**
5. About entry into the International TRIZ Association.

Participants:

List names of meeting participants

1. Name
2. Name
3. Name
4. Discussion and vote
5. Discussion and vote
6. Discussion and vote
7. Discussion and vote
8. Discussions and vote

Chairman of the meeting: Name and signature

Secretary of the meeting: Name and signature

Meeting attendants: Names and signatures