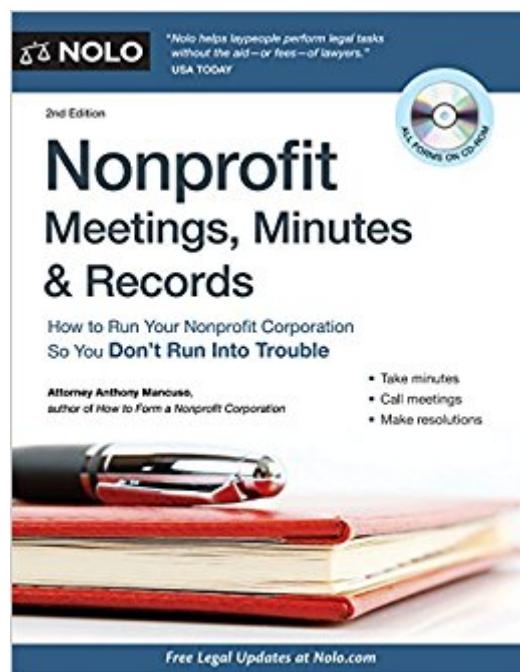




The book was found

# Nonprofit Meetings, Minutes & Records: How To Run Your Nonprofit Corporation So You Don't Run Into Trouble



## Synopsis

Nonprofit? Stay out of IRS trouble with the ultimate corporate housekeeping tool! Nearly 1.5 million nonprofit organizations are busy preserving historic sites, saving libraries, helping the homeless, greening our cities -- and so much more. Yet, while some have sophisticated record-keeping systems, most nonprofits are staffed by volunteers who need help running the organization and keeping up a proper -- and legal -- paper trail. Help has arrived! With *Nonprofit Meetings, Minutes & Records*, you'll get the all-in-one solution every nonprofiteer needs to hold meetings and document actions taken by board members. Step by step, it walks readers through: -calling meetings -appointing officers -taking minutes -making resolutions -voting on proposals -adjourning meetings -working with a lawyer, if necessary, and -finding a tax adviser. *Nonprofit Meetings, Minutes & Records* also provides useful tips and advice on how to do important tasks, such as organizing records, preparing meeting folders, and taking minutes. Plus, all necessary legal documents are included for you to fill out. It's everything you need to keep your nonprofit running smoothly and legally.

## Book Information

Series: *Nonprofit Meetings, Minutes & Records*

Paperback: 208 pages

Publisher: NOLO; 2 edition (October 2, 2011)

Language: English

ISBN-10: 141331628X

ISBN-13: 978-1413316285

Product Dimensions: 7.1 x 0.5 x 8.9 inches

Shipping Weight: 12 ounces (View shipping rates and policies)

Average Customer Review: 4.5 out of 5 stars 41 customer reviews

Best Sellers Rank: #110,098 in Books (See Top 100 in Books) #63 in *Books > Law > Business > Reference* #85 in *Books > Business & Money > Small Business & Entrepreneurship > Nonprofit Organizations & Charities* #149 in *Books > Business & Money > Skills > Running Meetings & Presentations*

## Customer Reviews

• Nolo is always there in a jam as the nation's premier publisher of do-it-yourself legal books. • Newsweek • Nolo has published incredibly useful lay guidebooks and consumer software on legal issues [since 1971]. • San Francisco Chronicle

This book has everything you need to make sure your nonprofit properly calls, notices, and holds meetings and documents actions taken by your board and members.

Great information if you are on a nonprofit board. Works great for small nonprofits

Very good, author talks to me like I am a regular person, lots of real examples, CD with templates, very usable.

Excellent book. Very helpful and I am glad I bought it.

NOLO is always a great source for books about structuring or running a business.

Very happy with the product and the service

good book

Very helpful, glad I bought it

met expectations

[Download to continue reading...](#)

Nonprofit Meetings, Minutes & Records: How to Run Your Nonprofit Corporation So You Don't Run Into Trouble  
How to Form a Nonprofit Corporation (National Edition): A Step-by-Step Guide to Forming a 501(c)(3) Nonprofit in Any State (How to Form Your Own Nonprofit Corporation)  
Corporate Records Handbook, The: Meetings, Minutes & Resolutions  
Meetings with Remarkable Men: Meetings with Remarkable Men 2nd Series (All and Everything)  
Run Your Own Corporation: How to Legally Operate and Properly Maintain Your Company into the Future (Rich Dad's Advisors (Audio))  
The Fourth Way: An Arrangement by Subject of Verbatim Extracts from the Records of Ouspensky's Meetings in London and New York, 1921-46  
The Life-Changing Magic of Not Giving a F\*ck: How to Stop Spending Time You Don't Have with People You Don't Like Doing Things You Don't Want to Do  
The Life-Changing Magic of Not Giving a F\*ck: How to Stop Spending Time You Don't Have with People You Don't Like Doing Things You Don't Want to Do (A No F\*cks Given Guide)  
The Young Adult's Guide to Robert's Rules of Order: How to Run Meetings for Your Club or

Organization How to Form a Nonprofit Corporation (book w/ CD-Rom) How To Start And Run Your Own Corporation: S-Corporations For Small Business Owners Meetings with Remarkable Manuscripts: Twelve Journeys into the Medieval World NonProfit Crowdfunding Explained: Online Fundraising Hacks to Raise More for Your NonProfit Electronic Health Records: Understanding and Using Computerized Medical Records (3rd Edition) Gimnasia: Grandes Momentos, Records y Datos (Gymnastics: Great Moments, Records, and Facts) (Grandes Deportes (Great Sports)) (Spanish Edition) Scholastic Book of World Records 2018: World Records, Trending Topics, and Viral Moments Guinness World Records 2018 Gamer's Edition: The Ultimate Guide to Gaming Records BRB's Guide to County Court Records: A National Resource to Criminal, Civil, and Probate Records Found at the Nation's County, Parish, and Municipal Courts Guinness World Records 2009 (Guinness Book of Records (Mass Market)) The Trouble with Flying (Trouble Series Sweet Romance Book 1)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)