

Notice of Meeting in Company Law

**XYZ Corporation**

**NOTICE OF MEETING**

Notice is hereby given that a meeting of the Board of Directors of XYZ Corporation will be held on August 15, 2024, at 10:00 AM, at the company's headquarters located at 123 Business Avenue, Suite 456, Cityville, to transact the following business:

1. **Approval of Minutes of Previous Meeting**
	* Review and approval of the minutes from the Board meeting held on July 10, 2024.
2. **Financial Report**
	* Presentation and discussion of the financial report for the second quarter of 2024.
3. **Strategic Plan for Q4 2024**
	* Discussion and approval of the strategic plan for the fourth quarter of 2024, including potential new projects and investments.
4. **Appointment of New CFO**
	* Consideration and approval of the appointment of a new Chief Financial Officer.
5. **Any Other Business**
	* Address any other business matters raised by the directors.

By Order of the Board

**[Signature]**

**John Doe
Corporate Secretary
July 30, 2024**