

**RESOLUTIONS TO BE APPROVED  
BY THE BOARD OF DIRECTORS  
OF THE ELECTRONIC LITERATURE ORGANIZATION**

*Be It Resolved* that the board authorizes the President to hire Scott Rettberg as the Electronic Literature Organization's part-time executive director as of October 15th at a mutually agreed upon salary.

*Be It Resolved* that the board approves the attached operating budget for the period starting Oct. 15th. The budget will be reviewed again by the finance committee in January 2000. In no case will spending exceed the amount of funds available. During the initial 3 month period all expenditures will be authorized in writing by the President or the Treasurer.

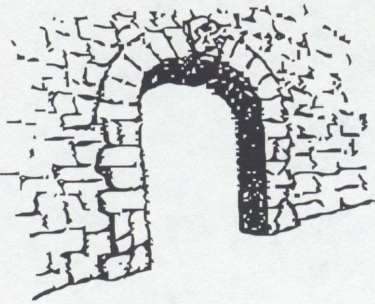
*Be It Resolved* that the board sets a fundraising target of \$137,000 for the seed period.

*Be It Resolved* that the board adopts the Resolution and Certificate of Incumbency required to open a business account with Bank One, located in Chicago, Illinois.

I, Teff Bullow hereby approve the above resolutions and have hereunto inscribed my name this 17 day of October, 1999.

Teff Bullow  
SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization



**Eastgate Systems, Inc.**

Mark Bernstein

134 Main Street Watertown MA 02472 USA

voice: [REDACTED]

fax: [REDACTED]

email: [info@eastgate.com](mailto:info@eastgate.com)web: [www.eastgate.com](http://www.eastgate.com)

Thu, Oct 14, 1999

To: Cathy Marshall  
[REDACTED]RESOLUTIONS TO BE APPROVED  
BY THE BOARD OF DIRECTORS  
OF THE ELECTRONIC LITERATURE ORGANIZATION

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I, Mark Bernstein hereby approve the above resolutions and have hereunto inscribed my name this 14 day of October, 1999.

Mark Bernstein  
Director, The Electronic Literature Organization



## OF THE ELECTRONIC LITERATURE ORGANIZATION

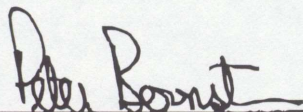
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Be It Resolved that the board adopts the Resolution and Certificate of Incumbency required to open a business account with Bank One, located in Chicago, Illinois.

I, Peter Bernstein hereby approve the above resolutions and have hereunto inscribed my name this 14th day of October, 1999.



SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization

## SEED BUDGET SUMMARY

## PROJECTED INCOME

Board Contributions \$10,000  
Corporate Donations \$75,000  
Individual Solicited Gifts \$15,000  
Benefit Event Income \$37,000  
TOTAL INCOME \$137,000

## PROJECTED COSTS

Benefit Events \$18,524  
Salaries and Payroll \$25,350  
Professional Fees \$13,500  
Printing \$3,285  
Postage/Mailing \$3,500  
Office Expense \$8,550  
Equipment Purchase \$9,115  
Staff Travel and Expenses \$6,455  
Misc. Fees and Expenses \$7,878  
TOTAL COSTS \$96,157

Total Projected Carryover \$40,843

Detailed budget on following pages.



RESOLUTIONS TO BE APPROVED BY UNANIMOUS CONSENT  
OF THE BOARD OF DIRECTORS  
OF THE ELECTRONIC LITERATURE ORGANIZATION

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Be It Resolved that the board adopts the Resolution and Certificate of Incumbency required to open a business account with Bank One, located in Chicago, Illinois.

I, Robert Coover hereby approve the above resolutions and have hereunto inscribed my name this 18th day of October, 1999.

ROBERT COOVER

SIGN ABOVE AND INSERT YOUR NAME HERE

Director, The Electronic Literature Organization



**RESOLUTIONS TO BE APPROVED  
BY THE BOARD OF DIRECTORS  
OF THE ELECTRONIC LITERATURE ORGANIZATION**

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I, Marjorie C. Luesebrink hereby approve the above resolutions and have hereunto inscribed my name this 14 day of October, 1999.

MARJORIE C. LUESEBRINK

SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization



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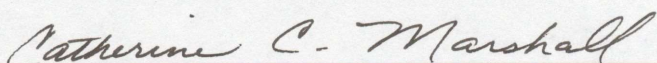
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*Be It Resolved* that the board sets a fundraising target of \$137,000 for the seed period.

*Be It Resolved* that the board adopts the Resolution and Certificate of Incumbency required to open a business account with Bank One, located in Chicago, Illinois.

I, Catherine Marshall hereby approve the above resolutions and have hereunto inscribed my name this 21st day of October, 1999.

  
\_\_\_\_\_

Catherine C. Marshall  
Director, The Electronic Literature Organization



at [REDACTED]

b) After you have signed the resolution page, please fax it to board Secretary Cathy Marshall at [REDACTED] --note--only the resolution page itself requires your signature--only Cathy and I need to sign the bank resolution.

c) Cathy will tally the results and email us with the vote tally after all votes have been received.

d) Please try to sign off on the resolutions and fax your signed agreement to Cathy by the conclusion of next week. Jeff will return from France as of the 15th of October, and will probably be the last to fax his signature to Cathy.

Next week, I'll send out an email with the details of our fiscal sponsorship agreement and we can start trying to schedule our next board conference call, hopefully for the first week of November.

The text that is included in the word doc is also included below. A message will follow with a URL at which a copy of the bank resolution can be found, for board members who are unable to read the jpg attachments.

I'll be in Vegas for an About.com event from this afternoon until Monday, but will be back and on email again Monday afternoon.

Best,

Scott

RESOLUTIONS TO BE APPROVED  
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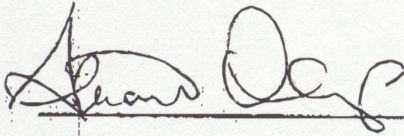
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Be It Resolved that the board adopts the Resolution and Certificate of Incumbency required to open a business account with Bank One, located in Chicago, Illinois.

I, Stuart Moulthrop hereby approve the above resolutions and have hereunto inscribed my name this 8th day of October, 1999.





SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization

#### SEED BUDGET SUMMARY

##### PROJECTED INCOME

Board Contributions \$10,000  
Corporate Donations \$75,000  
Individual Solicited Gifts \$15,000  
Benefit Event Income \$37,000  
TOTAL INCOME \$137,000

##### PROJECTED COSTS

Benefit Events \$18,524  
Salaries and Payroll \$25,350  
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Staff Travel and Expenses \$6,455  
Misc. Fees and Expenses \$7,878  
TOTAL COSTS \$96,157

Total Projected Carryover \$40,843

Detailed budget on following pages.

#### ELECTRONIC LITERATURE ORGANIZATION SEED PERIOD BUDGET FOR PERIOD FROM 10/15/99 until 4/15/00

##### PROJECTED INCOME

Board Contributions \$10,000  
Corporate Donations \$75,000  
Individual Solicited Donations \$15,000  
Benefit Event Income \$37,000  
Total Projected Income \$137,000

##### Benefit Events

Invitation Printing \$400 \* 3 \$1,200  
Invitation Mailing \$168 \* 3 \$524  
Followup letter & Mailing \$250 \* 3 \$750  
Equipment Rental (Sound System, Projection Unit) \$600 \* 3 \$1,800  
Catering est @ \$20/head \* 200 \* 3 \$12,000  
Speaker Travel \$750 \* 3 \$2,250  
Total Cost \$18,524

##### Salaries & Payroll

Executive Director (contract labor)  
3 months part-time start-up salary based on 20K/year, 26.6 hour commitment  
\$5,000  
Executive Director (salaried)  
Second 3 months full-time start-up salary based on 30K/year \$7,500

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10/7/99



Scott

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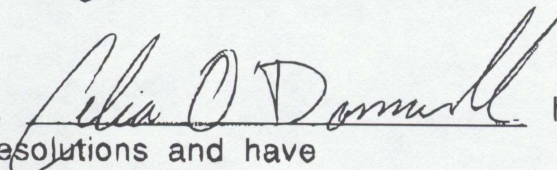
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Be It Resolved that the board adopts the Resolution and Certificate  
of  
Incumbency required to open a business account with Bank One,  
located in  
Chicago, Illinois.

I,  hereby approve the above  
resolutions and have  
hereunto inscribed my name this 8<sup>th</sup> day of October, 1999.



Celia O'Donnell

SIGN ABOVE AND INSERT YOUR NAME HERE

Director, The Electronic Literature Organization

SEED BUDGET SUMMARY

PROJECTED INCOME

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Detailed budget on following pages.

ELECTRONIC LITERATURE ORGANIZATION SEED PERIOD BUDGET  
FOR PERIOD FROM 10/15/99 until 4/15/00

PROJECTED INCOME

Board Contributions \$10,000



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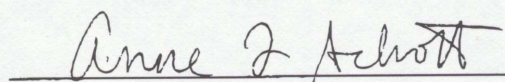
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I, Anne Schott hereby approve the above resolutions and have hereunto inscribed my name this 19 day of October, 1999.

  
\_\_\_\_\_

Anne L. Schott  
Director, The Electronic Literature Organization



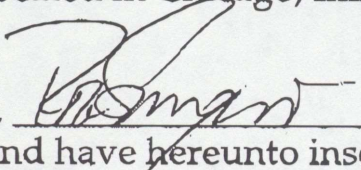
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I,  hereby approve the above resolutions and have hereunto inscribed my name this 8 day of October, 1999.

Rob Swigart

SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization



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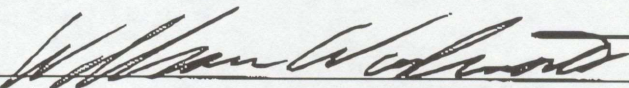
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I, William Wadsworth hereby approve the above resolutions and have hereunto inscribed my name this 7<sup>th</sup> day of October, 1999.



SIGN ABOVE AND INSERT YOUR NAME HERE  
Director, The Electronic Literature Organization