

## The Perils of Not Keeping Good Records

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**Contact**

John A. Knab

A stitch in time saves nine is an old proverb that stands for the proposition that taking action on a prompt basis will save one from future trouble. Many media companies, regardless of size, worry about company minute books only on the eve of a major transaction. That is a mistake, say Garvey Schubert Barer's John Knab and Erwin Krasnow.

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