

4K – MUTUAL BENEFIT ASSOCIATION, INC.  
**MINUTES OF THE 14<sup>th</sup> ANNUAL GENERAL ASSEMBLY**  
Via Zoom Cloud Meeting Application  
August 8, 2020, 9:00am-12:00nn

Board of Trustees/Members Present:

1. Ms. Julita B. Salvador, President
2. Ms. Maria Glenda S. Lobusta, Vice- President
3. Ms. Mercy M. Jaime, Secretary
4. Ms. Menchu S. Cardinales, Treasurer
5. Mr. Salvador C. Dela Peña III, Audit and Risk Management Committee - Chairman
6. Ms. Linda L. Mondoñedo, Remuneration and Nomination Committee - Chairman
7. Ms. Jesusa D. Lapad, Remuneration Committee - member
8. Ms. Dolores G. Araneta, Nomination Committee - member
9. Ms. Lorelyn Q. Pallo, Risk Management Committee - member

Members District Representative present:

1. Mr. Reyamar Malinao- Dampias Mahayahay
2. Mr. Ronie Silangon- Talisayan
3. Ms. Lysie Jean Antonio- Davao
4. Ms. Kathrina Sabandal- Metro Manila
5. Ms. Natividad Taban- CDO
6. Ms. Rebecca Vistal- Claveria
7. Ms. Rufa Argoncillo- Gingoog
8. Ms. Erlinda Pascua - Jasaan

Partner's Representative present:

1. Ms. Marie Kris Arendain- SFI
2. Mr. Cesar Magallanes- RBT Bank

Members Coordinator present:

1. Ms. Florita Y. Lagaran, Claveria
2. Ms. Rosario M. Lapa, Malaybalay

Employees present:

1. Ms. Loraine B. Templado, CEO
2. Ms. Carmen M. Aguinid, OM
3. Ms. Flory G. Empenio, Audit
4. Mr. Jesson R. Pamisa, Supervisor
5. Ms. Mhayla E. Roa, MIS
6. Ms. Engilly C. Silangon, Bookkeeper
7. Ms. Aileen Tamores- Branch Staff
8. Ms. Aireshe Jake L. Genobia, Branch Staff

9. Mr. Richel B. Gumahin, MDO
10. Mr. John Mar B. Taglinao, MDO
11. Ms. Maria Alyce A. Galenzoga, Consultant

Members also Present:

1. Ms. Menchie Bagatcholon- Talisayan
2. Ms. Loriechel Penaso- Gingoog
3. Ms. Tita Villaluna- Claveria

**Proposed Agenda:**

- A. Determination of Quorum
- B. Presentation and approval of the proposed agenda
- C. Reading and approval of the minutes of the 13<sup>th</sup> Annual General Assembly
- D. Business arising from previous minutes of the 13<sup>th</sup> Annual General Assembly
- E. President's Report
- F. Treasurer's Report
- G. Proposed General Assembly Resolution
- H. Appointment of the External Auditor
- I. Other Matters
- J. Adjournment

Ms. Glenda S. Lobusta, the Vice President presided the 14<sup>th</sup> Annual General Assembly Meeting at 9:15 in the morning.

**A. Determination of Quorum**

The Board of Trustees Secretary, Ms. Mercy M. Jaime confirmed the quorum wherein based on the attendance and proxy forms presented we have 85% present.

**B. Presentation and approval of the proposed agenda**

Ms. Glenda S. Lobusta presented the proposed agenda. Having no additional agenda to be discussed, Ms. Loraine Templado, CEO, moved to approve the proposed agenda and was seconded by Ms. Airesh Jake Genobia

**GA Resolution # 1 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** the approval of the proposed agenda for the 2020 General Assembly held on August 8, 2020

**C. Reading and approval of the minutes of the 13<sup>th</sup> Annual General Assembly**

Ms. Flory G. Empenio, working secretary presented the minutes of the 13<sup>th</sup> Annual General Assembly. Upon presentation, no questions and clarifications raised from the member. Mr. Salvador dela Pena III moved for the approval of the 13<sup>th</sup> Annual General Assembly minutes, seconded by Ms. Alyce Galenzoga.

**GA Resolution # 2 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** the approval of the minutes of the 13<sup>th</sup> Annual General Assembly dated March 16, 2019.

#### **D. Business arising from the 13<sup>th</sup> Annual General Assembly**

There were no matters arising from the 13<sup>th</sup> Annual General Assembly minutes.

#### **E. President's Report**

In behalf of the president the CEO, Ms. Loraine Templado, presented the highlights of the 2019 accomplishment of the association, as follows:

- Assets increase from 36.5M of 2018 to 38.1 M in 2019
- Guaranty fund increase from 10.1 M of 2018 to 10.5M in 2019
- In terms of claims payments; BLIP increase from 7.8M of 2018 to 9.3M in 2019; CLIP increase from 9.9M of 2018 to 11.7M in 2019
- New partners: South Bank, Rural Bank of El Salvador and Bukidnon Rural Bank

**GA Resolution #3 series of 2019– RESOLVED AS IT IS HEREBY RESOLVED** the acceptance of the President's report. Mr. Jesson Pamisa moved for the approval of the report and seconded by Ms. Engilly Silangon

#### **F. Treasurer's Report**

Ms. Menchu Cardinales, BOT Treasurer presented the Audited Financial Statement for the year 2019.

**GA Resolution #4 series of 2019– RESOLVED AS IT IS HEREBY RESOLVED** the acceptance of the Treasurer's Report. Ms. Mhayla Roa moved for the approval of the report and seconded by Ms. Flory Cagampang

#### **G. Proposed General Assembly Resolution**

Miss Loraine B. Templado discussed each proposed General Assembly Resolution

1. Resolution for the approval of Php. 20.00 Annual due of the Member

- Ms. Rebecca Vistal moved for the approval of the Php. 20.00 Annual due of the Member and seconded by Ms. Julita Salvador

**GA Resolution #5 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** the approval to collect Php. 20.00 Annual due to the member

2. Resolution to continue to implement the deduction of the Medical Allowance claimed starting April 2014 up to present if the member withdraws their equity value from 4K-MBA except death and total permanent disability as approved last 2014 General Assembly with GA resolution # 004-2014.

- Ms. Florita Lagaran moved for the approval to continue to implement the deduction of the Medical Allowance claimed starting 2014 up to present if the member withdraws their equity value except death and total permanent disability and seconded by Ms. Aires Jake Genobia.

**GA Resolution #6 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** the approval to continue to implement the deduction of the Medical Allowance claimed starting 2014 up to present if the member withdraws their equity value except death and total permanent disability.

3. Resolution on the 20% Service Charge when a member withdraw their equity value

- Ms. Rufa Argoncillo moved for the approval of the 20% Service Charge when the member withdraw their equity value and seconded by Ms. Jesusa Lapad.

**GA Resolution #7 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** the approval to collect 20% service charge when a member withdraw their equity value.

4. Resolution to confirm that Quilab and Garsuta Auditing Firm will be our 2020 External Auditor.

- Ms. Menchie Bagatcholon moved for the approval of Quilab and Garsuta Auditing Firm as our 2020 External Auditor, it was seconded by Mr. Jesson Pamisa.

**GA Resolution #8 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to approve that Quilab and Garsuta Auditing Firm will be the external auditor for the year 2020.

5. Resolution to re-appoint the existing 2 Independent Trustees – Mr. Salvador dela Pena III and Ms. Linda Mondonedo.

- Mr. Ronie Silangon moved for the approval of re-appointing the 2 Independent Trustees namely Mr. Salvador dela Pena III and Ms. Linda Mondonedo, it was seconded by Ms. Dolores Araneta

**GA Resolution #9 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** re-appoint the existing 2 Independent Trustees – Mr. Salvador dela Pena III and Ms. Linda Mondonedo.

6. Resolution to re-elect Ms. Menchu Cardinales as Board of Trustee - Treasurer

- Ms. Tita Villaluna moved that Ms. Menchu Cardinales will be re-elected as Board of Trustee Treasurer, and seconded by Ms. Mercy Jaime

**GA Resolution #10 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to re-elect Ms. Menchu S. Cardinales as Board of Trustee Treasurer

7. There should be one BOT coming from our partner/s. Since we only have Ms. Maria Glenda S. Lobusta (last term as BOT). Resolution from the members to re-elect Ms. Glenda as partners' representative.

- Ms. Rosario Lapa moved that Ms. Maria Glenda B. Lobusta will be re-elected as Board of Trustee, seconded by Ms. Julita B. Salvador.

**GA Resolution #11 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to re-elect Ms. Maria Glenda S. Lobusta as Board of Trustee.

8. Resolution to appoint additional 1 Independent Trustee – BOT will do the screening for the Candidate

Mr. Reymar Malinao moved for the approval of appointing an additional 1 independent trustee, and seconded by Mr. John Mar Taglinao

**GA Resolution #12 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to appoint additional one (1) Independent Trustee

9. Resolution to void the medical allowance benefit that was not filed 6 months after the date of confinement.

Ms. Josefina Roa moved for the approval to void the medical allowance benefit that was not filed 6 months after the date of confinement seconded by Ms. Rufa Argoncillo

**GA Resolution #13 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to void the medical allowance benefit that was not filed 6 months after the date of confinement.

#### **H. Open Forum**

There were no questions, and queries raised during this time.

#### **I. Election of Board of Trustees**

- Every district has a representative which was elected during the Barangay Ownership Meeting. The number of their votes is equivalent to the number of members who signed the proxy forms they bring from their respective area.
- Since it is a Virtual Assembly the voting was made thru text, thru the MBA Official Number 0917-719-9137 for globe/tm and 0921 9246849 for smart/tnt/sun; with the format of:

Name:

Area:

List of Candidates: 1.

2.

The two numbers used were the Company number of 2 staff of 4K-MBA which is under the Nomination Committee namely Ms. Carmen Aguinid (Operation Manager) and Ms. Engilly Silangon (Bookkeeper).

For 2020, we have 4 outgoing Board of Trustees, so the members will only vote 2 new board of trustees coming from the clients/members since the 2 slots for Board of Trustees has been filled in by Ms. Cardinales and Ms. Lobusta with GA resolution numbers 11 and 12 series of 2020. The candidates for this year respectfully submitted their certificate of candidacy and was approved by the Nomination Committee

The Candidates are the following:

- Ms. Maria Glenda S. Lobusta
- Ms. Menchu S. Cardinales
- Ms. Rosario Lapa of Malaybalay City
- Ms. Josefina Roa of Balingasag
- Ms. Rufa Argoncillo of Gingoog City

Counting of Total Votes – it is verified by our Independent Trustee/ Audit Committee Chairman Ms. Linda Mondonedo

#### J. Proclamation of Newly Elected Board of Trustees

Ms. Carmen Aguinid announced and proclaimed the winner as follows:

Ms. Menchu S. Cardinales of Cagayan de Oro City – thru GA resolution (elected and proclaimed)	
Ms. Maria Glenda S. Lobusta of Jasaan Mis. Or. – thru GA resolution (elected and proclaimed)	
Ms. Rosario Lapa of Malaybalay City-	2,876 votes (elected & proclaimed)
Ms. Josefina Roa of Balingasag –	1,703 votes
Ms. Rufa Argoncillo of Gingoog City-	3,401 votes (elected & proclaimed)

**GA Resolution #14 series of 2020 – RESOLVED AS IT IS HEREBY RESOLVED** to approve that below are newly elected and proclaimed Board of Trustees for the year 2020-2023

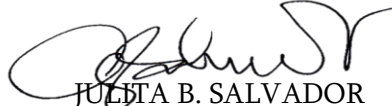
- Ms. Menchu S. Cardinales
- Ms. Maria Glenda S. Lobusta
- Ms. Rosario Lapa
- Ms. Rufa Argoncillo

There being no other matters discussed, the General Assembly Meeting was adjourned at exactly 12:05 p.m.

Prepared by:

  
MERCY M. JAIME  
Secretary

Attested by:

  
JULITA B. SALVADOR  
President