



KGI MUTUAL BENEFIT ASSOCIATION INC.

Block 12 Lot 25 Sta. Monica Subdivision, Subic, Zambales
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**NOTICE AND PROPOSED AGENDA OF THE ANNUAL GENERAL MEETING
OF THE BOARD OF TRUSTEES OF KGI MUTUAL
BENEFIT ASSOCIATION INC.
ON MAY 19, 2023**

From : Carmi G. Muli
Corporate Secretary

Date : April 28, 2023

To : Board of Trustees

Trustee Susan E. Pajalla
Trustee Rubelyn E. Estong
Trustee Catherine B. Ubana
Trustee Juditha R. Reyes
Trustee Piedad D. Matias
Trustee Dr. Ricardo Reyes Jr.
Trustee Realiza C. Guiang

Member Representatives

Mrs. Leticia C. Castillo – NCR North
Mrs. Fe C. Caceres – NCR Proper
Mrs. Dolores D. Medina – Central Luzon
Mrs. Jonah De Mesa – Olongapo
Mrs. Elsa Jaminal – Zambales 1
Mrs. Mercy A. Gregorio – Zambales 2
Mrs. Rosemarie B. Petilo – Zambales Capitol
Mrs. Liberty A. Arellano – Zambales North
Mrs. Belen Tarectecan - Pangasinan

Notice is hereby given that the Annual General Meeting of the Board of Trustees of KGI-MBA will be held on May 19, 2023 at 9:00 A.M. at Board Room, Lot 25, Block 12, Sta. Monica, Subdivision, Subic, Zambales.

The proposed agenda is as follows:

I. CALL TO ORDER

The President of the Board of Trustees of KGI-MBA, Ms. Susan Pajalla, will call the meeting to order.

II. PROOF OF NOTICE OF THE MEETING

The Board Secretary, Ms. Catherine Ubana, will certify that copies of this notice were served to the members through the branches and the members of the board through their e-mails.

III. PROOF OF QUORUM

The President will determine quorum. A simple majority of the regular membership constitute a quorum.

IV. INVOCATION

An opening prayer will lead by one of the members of the General Assembly.

V. OPENING REMARKS

The President will render the opening remarks.

VI. READING OF THE MINUTES OF THE PREVIOUS ANNUAL MEETING

The members will review the minutes of the last general assembly meeting held on 20 May 2022 in Subic, Zambales for comments and approval.

VII. REPORT OF THE PRESIDENT

Ms. Susan Pajalla, the incumbent President will deliver her message and report on the operations of KGI MBA in 2021-2022, which needs acceptance by the general assembly.

VIII. REPORT OF THE TREASURER

Ms. Juditha R. Reyes, incumbent Treasurer will provide a summary report of the key financial figures from the Audited Financial Statements.

IX. RATIFICATION OF THE AUDITED FINANCIAL STATEMENT FOR THE YEAR 2023

Ms. Piedad Matias, Audit Committee Chairperson, will present the Audited Financial Statement to the Board and the members of the general assembly for approval.

X. APPOINTMENT OF THE EXTERNAL AUDITOR

Upon recommendation of the Audit Committee, the Members will be asked to approve the appointment of the External Auditor for the calendar year 2023.

XI. RATIFICATION OF ACTS AND RESOLUTIONS OF THE BOT AND MANAGEMENT

A presentation of the major activities and resolutions acted upon by the Board and Management in 2022. The report needs approval from the general assembly.

XII. PROPOSALS/ RESOLUTIONS

XIII. ELECTION OF THE INCOMING BOARD OF TRUSTEES

Election Committee Chairman Joan Cortez will discuss the election guidelines and protocols and facilitate the conduct of election.

XIV. MESSAGES FROM THE BOARD OF ADVISERS

The members of the Board of Advisers will deliver their messages.

XV. RECOGNITION OF THE OUTGOING BOARD OF TRUSTEES

The association honors the outgoing Board of Trustees by presenting them a Certificate of Appreciation and a speech.

XVI. PRESENTATION OF THE NEWLY ELECTED BOARD OF TRUSTEES

The Election Committee will present the newly elected Board of Trustees

XVII. INDUCTION OF THE NEW BOARD OF TRUSTEES

The newly elected Board of Trustees will take oath of office before they assume leadership by May 2023.

XVIII. OTHER MATTERS

XVIX. ADJOURNMENT

XX. MEETING OF THE NEW SET OF BOARD OF TRUSTEES

The new set of BOT will elect among themselves the officers and members of different Board Committees.

Thank you and God Bless!