



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 16, 2025

From : Carmi G. Muli
Corporate Secretary

Date : April 07, 2025

To : Board of Trustees

TRUSTEE CATHERINE B. UBANA
TRUSTEE ROSEMARIE B. PETILO
TRUSTEE LIBERTY A. ARELLANO
TRUSTEE LETICIA E. CASTILLO
TRUSTEE PIEDAD D. MATIAS
TRUSTEE DR. RICARDO S. REYES JR.
TRUSTEE NANCY T. FLORES

Member Representatives

Mrs. SUSAN PAJALLA	NCR North
Mrs. FE C. CACERES	NCR Proper
Mrs. DOLORES D. MEDINA	Central Luzon
Mrs. FLORINDA FLORES	Olongapo-Bataan
Mrs. MARLYN VILLANUEVA	Zambales 1
Mrs. MERCY A. GREGORIO	Zambales 2
Mrs. CHERRYL BONSAI	Zambales Capitol
Mrs. MARY ANN NILLOSAN	Zambales North
Mrs. JONALIE BONILLA	Pangasinan

Notice is hereby given that the Annual General Meeting of the Board of Trustees of KGI-MBA will be held on May 16, 2025 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. Catherine B. Ubana, will call the meeting to order.

II. PROOF OF NOTICE OF THE MEETING

The Board Secretary, Ms. Liberty Arellano, 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, Ms. Ubana 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, Ms. Ubana 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 17 May 2024 in Subic, Zambales for comments and approval.

VII. REPORT OF THE PRESIDENT

Ms. Catherine Ubana, the incumbent President will deliver her message and report on the operations of KGI MBA in 2024-2025, which needs acceptance by the general assembly.

VIII. REPORT OF THE TREASURER

Ms. Leticia Castillo, 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 for the year 2024 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 re-appointment of the External Auditor for the calendar year 2025, the **M.A Mercado Co.**, who also certified the Audited Financial Statement of KGI MBA for 2024.*

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 2024. 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 and introduce the nominees from Pampanga-Olongapo-Central Luzon Area:

1. Ms. Marlyn Villanueva – From Zambales 1, 59 years old and a Vocational Course graduate. She lives in San Agustin, Castillejos, Zambales, has a direct selling business funded by KGMI where she is 13 years as a member and 5 years serving as MBAC.

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 Trustee, Ms. Catherine Ubana, by presenting them a Certificate of Appreciation, a token 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 June 2025.

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 without any executives present.

Thank you and God Bless!