



## 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 17, 2024

From : Carmi G. Muli  
Corporate Secretary

Date : April 19, 2024

To : Board of Trustees

TRUSTEE SUSAN E. PAJALLA  
TRUSTEE RUBELYN E. ESTONG  
TRUSTEE CATHERINE B. UBANA  
TRUSTEE ROSEMARIE B. PETILO  
TRUSTEE PIEDAD D. MATIAS  
TRUSTEE DR. RICARDO REYES JR.  
TRUSTEE NANCY T. FLORES

#### Member Representatives

Mrs. LETICIA C. CASTILLO	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. MA. THERESA ORIANZA	Zambales Capitol
Mrs. LIBERTY ARELLANO	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 17, 2024 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, Ms. Pajalla 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. Pajalla 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 19 May 2023 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 2022-2023, which needs acceptance by the general assembly.*

#### VIII. REPORT OF THE TREASURER

*Ms. Rosemarie Petilo, 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 2023 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 2024, the **M.A Mercado Co.**, who also certified the Audited Financial Statement of KGI MBA for 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 2023. 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 NCR and Pangasinan-Zambales North Area:*

*1. Ms. Leticia Castillo – From NCR North, 54 years old and a Commerce undergraduate. She lives in Camarin Caloocan City, has a rug making business funded by KGMI where she is 18 years as a member.*

*2. Ms. Liberty Arrellano – From Zambales North, 61 years old and a Secretarial graduate. She lives in Masinloc Zambales and has a direct selling and farming business funded by KGMI where she is a Center Chief and 22 years as member.*

3. Ms. Jonalie Bonilla – From Pangasinan branch, 44 years old and a High School Graduate. She lives in Dasol, Pangasinan and has a farming business funded by KGMI where she is a Center Chief and 16 years as a member.

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. Susan Pajalla and Ms. Rubylyn Estong, 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 2024.*

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!