

1 **Minutes of the NATCCO MBAI Board of Trustees Meeting**
2 **Executive Room, NATCCO Bldg., Project 4, Quezon City**
3 **11 April 2016, 10:00am-3:30pm**
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7 **Attendance**

8 Mr. Rustico Galang Jr. - Chairman
9 Ms. Evelia Bardos-Tizon - Vice-Chairperson
10 Ms. Sylvia Paraguya - Member
11 Ms. Veronica Sierra - Member
12 Mr. Romeo Magdaong - Treasurer
13 Ms. Ellen Pastores - Auditor
14 Ms. Minerva Tejada - Manager
15 Ms. Mildred Cerezo - Board Secretary
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18 **I. Call to Order**

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20 Chairman Galang called the meeting to order at 10:00am.
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22 **II. Approval of the Agenda**

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24 Vice Chair Tizon moved for the approval of the agenda, seconded by Trustee Sierra, as
25 follows:
26

- 27 i. Call to order
28 ii. Approval of the agenda
29 iii. Reading and approval of the March 3, 2016 BOT meeting
30 iv. Management Report
31 v. Other Matters
32 vi. Adjournment
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34 **III. Reading and Approval of the Minutes of March 3 BOT Meeting**

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36 Trustee Sierra moved to dispense with the reading of the minutes which was seconded by
37 Trustee Paraguya.
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39 After the reading and discussing the minutes, Vice Chair Tizon moved for the adoption of the
40 minutes, seconded by Trustee Sierra.
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44 **IV. Management Report**

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46 Manager Tejada presented the management report. She sought the approval of the board
47 on the findings of external auditors the need to authorize the write-off of receivable,
48 amounting to P177,762.50 for the Database & Accounting System Contract payment made
49 to Ms. Ema Gutierrez. After deliberation, Vice-Chair Tizon moved for the approval of the
50 write-off and was duly seconded by Trustee Sierra. Motion Approved.

51
52 **Board Resolution No.5-S2016. Resolution, to write-off the receivable amount of 177,**
53 **762.50 for the database & accounting system contract payment made to Ms. Ema**
54 **Gutierrez.**

55
56 Also discussed in the external audit findings was the need to increase of fidelity bond from
57 P245,000 to P295,000. Thereafter, Trustee Paraguya made the motion approving the
58 increase of fidelity bond which was duly seconded by Trustee Sierra. Motion Approved.

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60 **Board Resolution No.6-S2016. Resolution, approving the increase of fidelity bond from**
61 **P245,000 to P295,000.**

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63 **V. Other Matters**

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65 A. Schedule of Meetings:

- 66 • April 28, 2016 – Audit and Nomination Committee Meeting
- 67 • May 16, 2016 – PRE-AGA Meeting

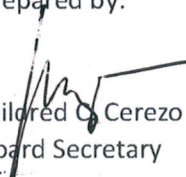
68 B. Theme for GA

69 To be presented next meeting

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71 **VI. Adjournment**

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73 The meeting adjourned at 3:30 o' clock in the afternoon.

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76 Prepared by:

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78 
79 Mildred C. Cerezo
80 Board Secretary

Attested by:


Rustico U. Galang Jr.
Board Chairman