

1 **Minutes of the NATCCO MBI 1st Board of Trustees Meeting**

2 Executive Room, NATCCO Bldg.,

3 Project 4, Quezon City

4 March 15, 2017

5 9:00am-12:00nn

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8 Present:

9 Ms. Ellen Pastores - Chairperson
10 Ms. Ma. Veronica Sierra- Vice-Chairperson
11 Atty. Ferdinand Casis - Member
12 Atty. Adolfo Ibanez - Member
13 Ms. Sylvia Paraguya - Member
14 Mr. Angel Garcia Jr. - Member
15 Mr. Leonardo Banga - Member
16 Ms. Minerva Tejada - Manager
17 Mr. Romeo Magdaong - Treasurer
18 Ms. Mildred Cerezo - Board Secretary

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20 Regrets:

21 Ms. Ann Tampico - Auditor

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24 **I. Call to Order**

25 The meeting was called to order by Chairperson Pastores at 10:00 o'clock in the morning.

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27 **II. Approval of the Agenda**

28 The agenda was presented and approved as follows:

29 i. Call to Order

30 ii. Approval of the Agenda

31 iii. Consideration of the Minutes of December 5 BOT Meeting

32 iv. For BOT Approval Decision/Approval

33 a. NATCCO GA Budget

34 v. Management Report

35 vi. Treasurer's Report

- 36 vii. MBAI's GA Plans
- 37 viii. Schedule of Next Meeting
- 38 ix. Adjournment

39 Motion was made by Trustee Banga seconded by Vice-Chair Sierra. Motion Approved

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41 **III. Consideration of the Minutes of December 5, 2016 BOT Meeting**

42 Vice-Chair Sierra moved to dispense with the reading of minutes of the previous meeting,
43 seconded by Trustee Banga.

44 Vice-Chair Sierra asked update about the result of the remuneration committee meeting.
45 Manager Tejada replied that no meeting was held yet.

46 Trustee Atty. Casis made a motion, mandating the Management to make an initial
47 proposal/revision of the HR related benefits in the policy manual and then convene the
48 Committee, the motion was seconded by Trustee Banga. Motion Approved.

49 **Resolution No.4- S2017.Resolution, Management to initiate a proposal/revision regarding**
50 **the HR related benefits needed to be added in the policy manual of MBAI.**

51 There was short discussion as to the update of the preparation of MBAI's marketing plan in the
52 NATCCO GA. The body agreed to request from NATCCO a time allocation for a short
53 presentation of MBAI. Trustee Banga moved to formally request from the NATCCO board to
54 allocate time for MBAI presentation of the new products and services for members of
55 cooperatives, the motion was duly seconded by Vice-Chair Sierra. Motion Approved.

56 **Resolution No. 5- S2017. Resolution, to formally request a time allocation for MBAI**
57 **presentation in the NATCCO GA.**

58 After discussing all matters in the minutes, Trustee Banga moved for the adoption of the
59 minutes of January 20, 2017 BOT meeting which was seconded by Trustee Garcia. Motion
60 Approved.

61 **IV. Items of BOD approval**

- 62 a. Budget for NATCCO GA Marketing Collaterals

63 The Manager presented the budget for the marketing collaterals for the NATCCO GA, short
64 discussion followed, thereafter, Trustee Paraguya moved for the approval of the budget
65 amounting P175,000 for marketing in the NATCCO GA. The motion was seconded by Vice-
66 Chair Sierra. Motion Approved.

67 **Resolution No.6- S2017. Resolution, approving the amount of P175,000 as budget for**
68 **marketing of MBI in the NATCCO GA.**

69 Also, the Manager requested the following: Trustee Atty. Casis, Vice-Chair Sierra and the
70 Secretary to act as Committee assisting in the making of the official Audio Visual Presentation
71 of the MBA.

72 **V. Management Reports**

73 Manager Tejada presented her report. Discussion ensued. It was suggested that management
74 to send an alert letter informing the coops that the Board discussed the illnesses/cause of death
75 reported to MBI.

76 After discussing all matters in the Management report, Vice-Chair Sierra moved for the
77 acceptance of the report and severally seconded the motion. Motion Approved.

78 **VI. Treasurer's Report**

79 Treasurer Magdaong presented his report. After the discussions and clarifications, Trustee
80 Garcia moved for the adoption of the Treasurer's report and was seconded severally. Motion
81 Approved.

82 **VII. GA Plan**

83 The Chairperson saw the need to reappoint the new members of the Nomination Committee in
84 the coming GA, due to the incumbent members are end-termers. Trustee Atty. Ibanez then
85 made a motion appointing Trustee Garcia, Vice-Chair Sierra and Treasurer Magdaong to act as
86 the Nomination Committee in the GA, the motion was duly seconded by Trustee Banga. Motion
87 Approved.

88 **Resolution No.7- S2017. Resolution, appointing Trustee Garcia, Vice-Chair Sierra and**
89 **Treasurer Magdaong to act as the Nomination Committee in the coming GA.**

90 **VIII. Schedule of Meeting**

91 April 7, 9:30am - Special BOT Meeting, FS Approval, Committee Meeting

92 May 8, 9:30am - Pre-GA Meeting

93 May 30 - MBAI GA

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95 **V. Adjournment**

96 Trustee Paraguya moved to adjourn at 12:00 o' clock in the afternoon.

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98 Prepared by:

Attested by:

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101 **Mildred Cerezo**
102 Board Secretary

Ellen Pastores
Chairperson