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KCCDFI Mutual Benefit Association, Inc.

DATE: September 09, 2022

TO: Board of Trustees and Member Representatives

Ms. Mary Ann R. Candoy, President
Ms. Ma. Cristina D. Bugay, Vice President
Ms. Hermie A. Hasan, Secretary
Ms. Jessica A. Araneta, Treasurer
Ms. Catherine A. Elumbra, Member
Ms. Dezza S. Mohammad, Independent Trustee
Ms. Nevilyn P. Abualas, Independent Trust
Atty. Ibarra A. Malonzo, Advisory Member
Ms. Mercedes G. Faustino, Advisory Member
Ms. Ellen M. Benitez, Coordinator
Ms. Myrna D. Gregorio, Coordinator
Ms. Shillah S. Belamide, Representative
Ms. Floramay M. Belandres, Representative

Ms. Lida A. Santos, Coordinator
Ms. Rachel S. Natividad, Coordinator
Ms. Imelda F. Bautista, Coordinator
Ms. Alona D. Inso, Coordinator
Ms. Evangeline D. Recalde, Coordinator
Ms. Argelyn P. Pable, Coordinator
Ms. Antonio S. Taghap, Jr., Representative
Ms. Myra C. Laudin, Representative
Ms. Alma A. Tawasil, Representative
Ms. Saadiya Q. Isnain, Representative
Ms. Angelyn P. Borbon, Representative
Ms. Stephanie A. Raña, Representative
Ms. Arlene C. Sevillano, Coordinator

THRU : Ms. Maria Teresa C. Gonzales, General Manager
SUBJECT: Notice of Annual General Membership Meeting

This is to respectfully request your presence and participation to the 2022 Annual General Membership Meeting (13th AGMM) of KCCDFI Mutual Benefit Association, Inc. (KCCDFI MBA) on October 14, 2022, Friday at 8:00 o'clock in the morning to be held at the 3rd Flr. KCCDMFI Bldg., MCLL Highway, Guiwan, Zamboanga City to consider and approve matters set forth in the following agenda.

1. Call to Order;
2. Proof of Notice of Meeting;
3. Determination of Presence of Quorum;
4. Approval of the Agenda;
5. Reading and Approval of the Minutes of the 2021 Annual General Membership Meeting (12th AGMM) held on November 17, 2021;
6. Business Arising from the Previous Annual General Membership Meeting;
7. President's Report;
8. Treasurer's Report;
9. Ratification of Management and Board Actions;
10. Appointment of External Auditor;
11. Questions and Answer; and
12. Adjournment.


Details and rationale of the agenda is available on the next page.

Furthermore, the conduct of our Annual General Membership Meeting will be done in physical attendance provided further that, minimum health protocol will be strictly observed.

For any inquiries and/or for more details, please call (062) 990-2429, 0955-579-3477/0955-579-3476 or email us at kccdfi_mba@yahoo.com.ph.


Hermie A. Hasan
Corporate Secretary

Noted by:


Mary Ann R. Candoy
BOT President



KCCDFI Mutual Benefit Association, Inc.

Details and Rationale of the Agenda

1. **Call to Order.** The Chairman of the Board of Trustees and President of KCCDFI MBA, Ms. Mary Ann R. Candoy, will call the meeting to order.
2. **Proof of Notice of the Meeting.** The Corporate Secretary, Ms. Hermie A. Hasan, will certify that copies of this Notice were published through KCCDFI MBA website, Facebook page and through an advisory served to the members through the KCCDFI Branches.
3. **Determination of Presence of Quorum.** The Corporate Secretary, Ms. Hermie A. Hasan, will determine the number of attendees, whether in person or by proxy for the purpose of determining the presence of quorum to validly transact business. A simple majority (50%+1) of the voting membership will constitute a quorum (13th Annual General Membership Meeting).
4. **Approval of the Agenda.** The President of the Board of Trustees will present the agenda for the 2022 Annual General Membership Meeting.
5. **Reading and Approval of the Minutes of the 2021 Annual General Membership Meeting (12th Annual General Membership Meeting) held on November 17, 2021.** A copy of the draft Minutes is with the Office of the Corporate Secretary and is available at the website of KCCDFI MBA, (www.kccdfimba.com). Members will be asked to approve the draft Minutes and acknowledge the completeness and accuracy thereof. Below is the excerpt of the proposed resolution:

“RESOLVED, that the reading of the Minutes of the 12th Annual General Membership Meeting of the KCCDFI Mutual Benefit Association, Inc., held on November 17, 2021 via Zoom videoconferencing, be, as they are hereby approved.”

6. **Business Arising from the Previous General Meeting.** The President will present a report on unfinished business/es and updates on these matters, if any.
7. **President’s Report.** The President of KCCDFI MBA will deliver her report to the association which needs acceptance by the general membership.
8. **Treasurer’s Report.** The Treasurer, Ms. Jessica A. Araneta, will present the 2021 Audited Financial Statements for approval by the Members. Below is the excerpt of the proposed resolution:

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"RESOLVED, that the 2021 Audited Financial Statements of the KCCDFI Mutual Benefit Association, Inc., be, as they are hereby approved."

- 9. Ratification of Management and Board Actions.** The ratification of all the acts and resolutions of the Board of Trustees will be requested from the Members. A documentation of the acts and resolutions of the Board of Trustees are with the Office of the Corporate Secretary and may be examined by anyone interested. Below is the excerpt of the proposed resolution:

"RESOLVED, that the acts and resolutions of the Board of Trustees of the KCCDFI Mutual Benefit Association, Inc. for the year 2021, be, as they are hereby ratified and approved."

- 10. Appointment of External Auditor.** Upon recommendation of the Audit Committee, The Chairperson, Ms. Nevilyn P. Abualas will be going to ask the Members to approve the appointment of the External Auditor.

"RESOLVED, that Quilab and Garsuta, CPAs', be as they are hereby reappointed as external auditor of KCCDFI Mutual Benefit Association, Inc., for the year 2022-2023 for a remuneration to be approved by the Board."

- 11. Questions and Answers.** There will be an open forum for the members to ask questions for clarification on issues and matters concerning them.

- 12. Adjournment**

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