



**KASAGANA - KA**  
Mutual Benefit Association, Inc.

**KASAGANA-KA Mutual Benefit Association, Inc.**  
**Ethics Committee Meeting**  
**Via zoom**  
**28 May 2021 2:00 pm**

<p><b>Present</b></p> <p><b>Board Committee Members</b></p> <ol style="list-style-type: none"> <li>1. Wenifreda F. Rodriguez</li> <li>2. Leticia T. Rodriguez</li> <li>3. Chona B. Capayas</li> <li>4. Isabel M. Iliw-iliw</li> </ol>	<ul style="list-style-type: none"> <li>- Chairperson</li> <li>- Committee Member</li> <li>- Committee Member</li> <li>- Committee Member</li> </ul>
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Topic	Discussion
Call to Order	The meeting started at 2:00 pm with a prayer.
Review of the previous Minutes	The Committee reviewed the minutes of the previous meeting. It being subject to prior perusal, the committee unanimously approved the minutes.
Review of Board Assessment Tools	<p>In the annual conduct of Board Assessment, Chairperson Nanay Weni headed the facilitation of review of this year's Board assessment tool. In this activity, the Committee members were provided each a copy of the Board Assessment questionnaire which assess the function of the Board of Directors as a whole. This includes the expectations for the Board and the actual functions accomplished.</p> <p>The preliminary discussion of the tool will basically help the Board to identify underlying issues in overseeing the functions of the management and the body itself.</p> <p>With concurrence of the Committee, the tool was finalized for Annual Board Assessment. Copies of the assessment tools will be provided through email. EA will facilitate the distribution and consolidation of the assessment forms. Conduct of board assessment is scheduled on July for the 1<sup>st</sup> half of the year.</p>
Committee Board Appraisal	<p>Committee member Isabel commented on the conduct of Committee board Appraisal. She said that it is important that every member of the committee regularly attend meetings to fully understand their roles and responsibility as a member.</p> <p>Committee Chona agree to it and said that cooperation and participation is of great help to improve better</p>



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	<p>understanding of KMBA's goal and to extend assistance to the management.</p> <p>Chairperson Weni proposed that the conduct of Committee Board Assessment to be done annually, since the election of new officer falls every 31<sup>st</sup> of May, she suggested that assessment should be 1<sup>st</sup> week of June. The Committee does not object and has accepted the proposed schedule.</p>
Adjournment	The meeting ended at 4:00 in the afternoon