



KASAGANA-KA Mutual Benefit Association, Inc.
17th Annual General Meeting
3rd Floor KMBA Members'
Center Building 5 Matimpiin
St. Pinyahan, Quezon City
May 31, 2023, 1:00 pm

In Attendance:

Board of Trustees

1. Marlin Perez - President, Risk Management Committee Chairperson
2. Nelly Vengano - Vice President, Election and Nomination Committee Chairperson
3. Joseph Lopez - Board Secretary, Product Development and Innovation Committee Member
4. Emelda Castro - Treasurer, Risk Management Committee Member
5. Myrna Verdadero - Board Member, Product Development and Innovation Committee Member
6. Jeronima Teodoro - Trustee, Treasury Committee Member
7. Sylvia Trijo - Trustee, Product Development and Innovation Committee Member
8. Philip Arnold Tuaño - Independent Trustee, Audit, Nomination and Election, Related Party Transactions, and Board Risk Oversight and Governance Committee Chairperson
9. Maria Cleofe Gettie Sandoval - Independent Trustee, Board Risk Oversight and Corporate Governance Committee Chairperson

Area Coordinators

10. Miriam Jarobilla - Batasan SatO Representative
11. Asuncion Tumaroy - Tandang Sora, SatO Representative
12. Josefina Torres - Marikina SatO Representative
13. Laura Faldaz - Montalban SatO Representative
14. Lerma Sanchez - RHS SatO Representative
15. Elenita Bo - Novaliches SatO Representative
16. Amelita Tolentino - Lagro SatO Representative
17. Lucila Sabar - Bagong Silang SatO Representative
18. Jennifer Reyes - Sapang Palay SatO Representative
19. Ma. Theresa Parado - Norzaragay SatO Representative
20. Honey Bee Dayna - Paranaque SatO Representative
21. Joseline Buico - San Pedro SatO Representative
22. Hershey Manalo - Cainta SatO Representative
23. Elizabeth San Juan - Binangonan SatO Representative
24. Helen Cabilin - Taytay SatO Representative
25. Joseline Buico - San Pedro SatO Representative
26. Judea Gutierrez - Padilla SatO Representative
27. Hershey Manalo - Cainta SatO Representative
28. Elizabeth San Juan - Binangonan SatO Representative
29. Elyrose Dela Cruz - Antipolo Propser SatO Representative
30. Arsenia Guiang - Masinag SatO Representative
31. Ma. Luisa Tuazon - Boacue SatO Representative
32. Ethelinda Angeles Representative - Marilao SatO



- 33. Amelia Dejaró - Meycauayan SatO Representative
- 34. Judy Dagohoy - Las Piñas SatO Representative

Board Advisers and Board Emeritus

- 32. Wenifreda Rodriguez - Board Emeritus
- 33. Leticia Rodriguez - Board Emeritus
- 34. Chona Capayas - Past President, Board Adviser
- 35. Isabel Iliw-iliw - Past President, Board Adviser
- 36. Dexter Flores - KCoop General Manager, Board Adviser

Management and Staff

- 37. Silvida R. Antiquera - General Manager
- 38. Evelyn Lagmay - Finance Manager
- 39. Diobert Calanza - Marketing Officer
- 40. Adrian San Andres - Underwriting Officer
- 41. Mcquen Abellano - Underwriting Officer
- 42. Richard Monteron - Claims Officer
- 43. Jake Villanueva - Claims Officer
- 44. Kaiser Velilia - MIS Officer
- 45. Jomari Taton - MIS Officer
- 46. Maria Victoria Mapola - Bookkeeper

Other Guests from KCoop

- 47. Martiniana Mancio - Chairperson, KCoop
- 48. Vivian Espina - Vice Chairperson, KCoop
- 49. Darwin Geronimo - BOT, KCoop
- 50. Nilda Cabillan - BOT, KCoop
- 51. Ma. Teresa Bucad - BOT, KCoop
- 52. Charisma Baun - BOT, KCoop
- 53. Julita Pogenio - BOT, KCoop
- 54. Jaime Varela - BOT, KCoop
- 55. Mirasol Navarro - Committee Member, KCoop
- 56. Ana Marie Ventura - Committee Member, KCoop
- 57. Leonora Ilagan - Committee Member, KCoop
- 58. Catherine Saballegue - AGM for Support Services, KCoop
- 59. Maria Angeline Bataller - AGM for Operations, KCoop
- 60. Flora Valderama - Sector Manager, KCoop
- 61. Joseph Lopez - Sector Manager, KCoop
- 62. Eduardo Talavera, Jr. - Sector Manager, KCoop

Certified By:

Joseph Lopez
Board Secretary

ORDER OF BUSINESS



- I. Call to Order
- II. Invocation
- III. Determination of Quorum
- IV. Approval of the Proposed Agenda
- V. Reading and Approval of the Minutes of the 16th General Meeting held on May 31, 2022
- VI. Business Arising from previous Annual General Meeting
- VII. Presentation of the President's Report
- VIII. Presentation of the Treasurer's Report, highlighting the 2022 Audited Financial Statements
- IX. Committee Reports
- X. Approval and Ratification of Board and Management Actions
- XI. Appointment of External Auditor for the Audit of 2023 Financial Statements
- XII. Confirmation of the elected representative from KPF as member of the Board of Trustees
- XIII. Election of Committees
- XIV. Awarding of Certificates to Board Members and Staff
- XV. Other Matters
- XVI. Adjournment



DISCUSSION HIGHLIGHTS

I. Call to Order

BoT President Marlin Perez called the meeting to order.

II. Invocation

The meeting started at 1 p.m. with a prayer led by Board Adviser, Ms. Isabel Iliw-Iliw.

III. Determination of Quorum

The Board Secretary, Mr. Joseph Lopez, announced the presence of a quorum, with the attendance of all the Trustees, and Twenty-two (22) Area coordinators or a total of Thirty-one (31) out of Thirty-five (35) is present.

IV. Approval of the Proposed Agenda

President Marlin Perez presented the provisional Agenda for the Annual General Meeting. There being no objections or additions to the same, the Agenda was adopted by the Assembly upon motion by Ms. Josefina Torres and seconded by Ms. Miriam Jarobilla.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
Approval of proposed Agenda	35	31	0	0	4

V. Reading and Approval of the Minutes of the 16th General Meeting held on May 31, 2022

President Marlin Perez presented the copy of the minutes of the 16th General Assembly, posted in the KMBA website. She mentioned that an advance copy of the minutes was sent to all representatives last May 23, 2023 with a stern reminder that each individual reads the minutes in advance. She then called the Board Secretary, Mr. Joseph Lopez to read the minutes, then the Assembly went over every page of the minutes.

There being no necessary corrections or comments raised on the minutes, President Marlin seek for approval of the general membership. The assembly approved the 2021 General Meeting Minutes upon motion by Ms. Nelly Vengano and seconded by Ms. Myrna Verdadero.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
Approval of the Minutes of 15th Annual General Meeting	35	31	0	0	4



VI. Business Arising from previous Annual General Meeting

General Manager Silvida Antiquera discussed that the remaining assignment from the previous Annual General Meeting was the development of the mobile application and other digitalization efforts.

1. The update focuses on improving the functionality and features of the mobile app, and the key updates are below:
 - **Mobile App Working Functions:** The overall performance and functionality of the mobile app have been enhanced to ensure smooth navigation and user experience.
 - **Membership Application:** Users can now easily apply for membership through the mobile app, streamlining the application process and making it more convenient for potential members.
 - **News Feed and Updates:** The mobile app now includes a news feed section where users can stay updated with the latest news, announcements, and updates from the organization.
 - **Life and RF Balance Monitoring:** Users can now monitor their life and RF balances directly through the mobile app, providing them with real-time information about their account status.
 - **Chat Support:** A chat support feature has been integrated into the mobile app, allowing users to communicate with customer support representatives for assistance, inquiries, or issue resolution.
 - **Claims Application:** Members can now view the status of their claims through the mobile app, simplifying the process and reducing paperwork.
 - **IEC Video:** The mobile app includes an Information and Education Campaign (IEC) video section, where users can access educational and informative videos related to the organization's initiatives and programs.
2. **Database Integration for KOINS and MICROSITE through API:** The mobile app now integrates with the KOINS and MICROSITE databases through an Application Programming Interface (API), enabling seamless data exchange and synchronization.
3. **Data Cleansing of Microsite (Testing):** The microsite data is currently in the process of undergoing a cleansing process to ensure data accuracy, integrity, and consistency. Extensive testing has been performed to verify the effectiveness of the data cleansing.
4. **Data Transfer of Updated Members' Records:** The mobile app now facilitates the transfer of updated members' records to ensure that the information is up-to-date and readily accessible.

Ms. Antiquera also explained that the next phase of enhancement for the mobile app includes the implementation of a payment system, allowing users



to make payments through the app. Additionally, the app will be expanded to include other products, providing users with a broader range of offerings and services. These updates aim to improve user satisfaction, simplify processes, and enhance the overall mobile app experience for our members.

VII. Presentation of the President's Report

President Marlin Perez reported that the organization had a successful year in 2022. The association's total assets amounted to P241.1 million, while its liabilities stood at P142.4 million. The fund balance, which represents the organization's financial resources, was P98.7 million. The fund balance is composed of two components: the guaranty fund and the unassigned surplus. The guaranty fund is a reserved amount set aside for potential losses or claims, providing a safety net for the organization. The unassigned surplus is the remaining portion of the fund balance that is not specifically designated for any particular purpose.

The organization's net income for the year was P4.2 million, which indicates the surplus generated from its operations after accounting for all expenses and revenues. This positive net income is an encouraging sign for the organization's financial health. However, it is worth noting that the operational expenses slightly increased to P12.9 million, representing an 8% increase compared to the previous year. This increase could be attributed to various factors such as inflation, increased costs of goods and services, or investments made to expand the organization's operations. Despite the higher expenses, the organization still managed to generate a significant net income.

President Marlin's report highlights the organization's strong asset base, reasonable liabilities, and a healthy fund balance. The positive net income indicates the organization's ability to generate revenue and cover its expenses. It suggests that the organization is financially stable and well-positioned for future growth and success.

The association's total membership reached 48,580 individuals, which is a significant achievement. Although the target of 50,000 was not met, the growth in membership numbers is still commendable, especially considering the challenges posed by the ongoing pandemic. One positive aspect is the increase in the number of new members, which had an increase of 32% compared to the number of members who decided to leave. This indicates a healthy influx of individuals interested in joining the association, despite the difficulties faced during the pandemic. Additionally, it's worth noting that 41% of the total membership consists of individuals who have been loyal members for at least three years. This demonstrates a strong sense of commitment and loyalty among a significant portion of the association's members.

To maintain a balanced membership base, it is important to focus on attracting new and younger members. This can be done through targeted marketing efforts, outreach programs, and providing relevant services and benefits that cater to the needs and interests of this demographic. By



diversifying the membership base, the association can ensure its long-term sustainability and continued growth.

In the year 2022, BLIP showcased a commendable performance. The total claims made through BLIP amounted to P9.4 million, which was P3.5 million lower than the previous year, 2021, when the claims reached P12.9 million. Cardiovascular disease continues to be the leading cause of death among the members of the association, accounting for approximately 35% of all insurance claims. This statistic highlights the significant impact that cardiovascular-related diseases have on public health. These diseases primarily affect the heart and blood vessels, including conditions such as heart attacks, strokes, and coronary artery disease. Following cardiovascular diseases, respiratory illnesses rank as the second leading cause of death among the members. Respiratory illnesses encompass a range of conditions affecting the respiratory system, including chronic obstructive pulmonary disease (COPD), pneumonia, asthma, and lung cancer. These diseases can significantly impact lung function and overall respiratory health, leading to severe complications and increased mortality rates. The third leading cause of death among the members is sepsis. Sepsis occurs when the body's response to an infection becomes dysregulated, leading to widespread inflammation and organ dysfunction. Addressing these leading causes of death requires a multifaceted approach, including preventive strategies, early detection, access to quality healthcare, and ongoing medical research.

Additional program updates were also provided, including information on the Credit Life insurance Plan (CLIP) where the total premium collection for CLIP amounted to P11.7 million. Furthermore, the report mentioned that there were 131,338 insured loans under the CLIP. This figure represents the number of loans that are covered by the credit life insurance plan, providing financial protection to borrowers in the event of unforeseen circumstances such as death or disability that may hinder their ability to repay the loan. In terms of claims, the report indicated that there were 262 claims made under the CLIP, amounting to a total of P3.3 million pesos. The claims process within the CLIP aims to provide support and financial relief to the insured individuals and their families during challenging times. By reimbursing the outstanding loan amount, the CLIP assists in relieving the financial burden that may have otherwise been shouldered by the borrower's family.

In the Hospitalization Income Insurance plan, it was reported that there were a total of 10,294 policies in effect. These policies represent the number of individuals who have enrolled in the insurance plan to receive coverage for hospitalization-related expenses. The premium collection for the Hospitalization Income Insurance plan amounted to P2.74 million. This figure represents the total amount of premiums paid by policyholders for their insurance coverage. These premiums serve as the financial contribution towards the insurance plan, ensuring that funds are available to cover eligible claims. Additionally, the report mentioned that there were 47 claims made under the Hospitalization Income Insurance plan. These claims represent instances where policyholders



required hospitalization and sought reimbursement for eligible expenses covered by the insurance plan. The claims paid for these 47 claims amounted to P95.6 thousand pesos. This figure represents the total amount of funds disbursed to policyholders as a result of their valid claims. These payments serve to provide financial support to policyholders, assisting in covering their hospitalization expenses as outlined in the insurance plan.

The Hospitalization Income Insurance plan aims to provide individuals with financial protection and support during times of hospitalization. It helps to alleviate the financial burden associated with medical expenses, allowing policyholders to focus on their recovery rather than worrying about the costs involved. Overall, these updates demonstrate the utilization and effectiveness of the Hospitalization Income Insurance plan in providing financial security and support to policyholders during times of hospitalization.

Other program updates were also reported to the Assembly. For K-Kalinga, while this is not a direct product, it was designed only for KMBA and is underwritten by the Malayan Insurance. There were 7,531 enrolment and 15 claims equivalent to P160 thousand pesos. In K-Bente, there were 1,194 enrolment and 32 claims equivalent to P192 thousand pesos. For calamity assistance, a total of P51,000 was distributed to 17 members affected by the typhoon, fire and swab testing assistance.

President Marlin also reiterated that KMBA also gives utmost priority to the education of the youth, and continue to support the Kuya Jun Marcelo Scholarship Program. Currently there are 33 college and 72 high school deserving scholars who have been blessed by the program by providing financial assistance. Each scholar receives Php5,000 per semester in college and Php 3,000 in high school with a total of P498 thousand pesos in total financial assistance.

For the year 2022, it is noteworthy that the association achieved significant recognition and received prestigious awards. The KMBA was honored as one of the top MBAs (Mutual Benefit Associations) in the entire country. This recognition placed KMBA in the company of well-established and renowned names in the insurance industry, including Insular Life, Pru Life UK, and other notable organizations. Being acknowledged as one of the leading MBAs in the nation signifies the association's exceptional performance, dedication to its members, and commitment to providing valuable benefits and services. It reflects the organization's ability to effectively manage and meet the needs of its members, contributing to their overall well-being and financial security.

President Marlin, expressed gratitude and emphasized the importance of collaboration among all stakeholders. Recognizing that success is a collective effort, the President called upon everyone involved in the organization to work together harmoniously, combining their skills, expertise, and resources. This collaborative approach aims to foster synergy, innovation, and continued growth within the association.



The Assembly noted KMBA's 2022 achievements, and a motion for the approval of the President's

Report was raised by Ms. Sylvia Trijo, and duly seconded by Ms. Asuncion Tumaroy:

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
AGM Resolution No. 1	35	31	0	0	4

GENERAL MEMBERSHIP RESOLUTION NO. 1, Series of 2023: ACCEPTANCE OF THE PRESIDENT'S REPORT

RESOLVED, that the General Membership accept the President's Report of Operations for 2022 and KMBA priority projects and activities, as well as the budget thereof.

The plans and budget for the year 2023 were also presented to the Assembly. The key results area and performance indicators were presented by General Manager, Ms. Silvida Reyes-Antiquera as follows:

1. Promote financial inclusion through microinsurance

The association's objectives for insurance products are to achieve a 20% increase in membership, reaching a total of 60,000 in-force policy holders. The Basic Life Insurance Plan will maintain its strong features, including 8 to 24-hour compliance of claim settlement and 100% settlement of existing age policy holders. These goals will be accomplished while adhering to the mandated operating cost threshold of 15%.

Regarding the Credit Life Insurance Plan, the targets are to provide 100% insurance coverage for all loans as per the service agreement, reinsure loans exceeding a total of P200,000, and maintain an operating cost threshold of 30%.

The implementation of the Hospital Income Insurance Plan will include mandatory enrollment of all members starting from the second loan cycle, opening the program to interested associate members, and compulsory enrollment of KSO regular employees.

In terms of support services, the association aims to have 15,000 members and their relatives enrolled in K-Kalinga. In K-Bente, the target is to sell 50,000 policies, with a minimum of one member and one child enrolled. KSO employees will also be required to enroll. For calamity assistance, an allocation of Php 350,000 is set. The Kuya Jun Scholarship Program aims to allocate Php 670,000 in financial assistance to support 130 scholars (90 in high school and 40 in college).



In consortium projects, the association aims to have one consortium partner and ensure that at least 25% of associate members constitute the total membership. It plans to conduct 10 product orientations, make two monitoring visits to CAPS-R, and have one monitoring visit and one virtual meeting with JVOMFI.

To strengthen marketing efforts, the association will update its website regularly, aim to have 10,000 followers on its Facebook page, publish 20 posts on the KMBA Facebook page, utilize flyers and other visual aids, and have 10,000 members actively using/registering with the Mobile App.

2. Financials, Administrative Services and Compliance in Government Regulatory Bodies

In terms of financials, the association aims to meet the Insurance Commission's SEGURADO performance indicator. Additionally, the following indicators are targeted for revenue increase: Assets (4%) - Php 245.5 million, Liabilities (8%) - Php 140.5 million, Fund Balance (11%) - Php 105 million, and Net surplus (23%) - Php 3.4 million.

To ensure regulatory compliance and address other regulatory concerns, the following measures will be implemented: renewal of local permits, clearances, and certifications including business permit, locational clearance, fire and environmental clearance, fidelity bond, and barangay clearance; submission of financial reports and updated information as required by the BIR, SEC, DOLE, and AMLA for compliance; payment of annual membership dues/fees and property taxes; application of a computerized accounting system; and implementation of E-Receipts.

For good governance compliance, the association will undertake the following actions: conduct a minimum of 8 board meetings per year; hold at least 2 meetings for each committee; organize the 17th Annual General Meeting on May 31, 2023; participate in the KSO Roadshow for employees and Center Chiefs; monitor compliance with data privacy regulations; submit the ASEAN Corporate Governance Report to the Insurance Commission; develop a policy on digitizing documents and files for permanent record keeping; select an audit firm for the 2023 financial statements; ensure on-time submission of the financial statement to the BIR and other regulatory bodies; and conduct quarterly reports by the internal audit team.

3. Organizational Development

Under Organizational Development, the association has outlined several programs to be implemented. These programs include: Development of a new organizational structure and salary scale based on a conducted job evaluation; Implementation of salary increases, if applicable and within the budgetary constraints; Compliance with retirement fund requirements to ensure employee benefits and future financial security; Individual consultations conducted by the General Manager at the beginning of the calendar year to address personal and professional development goals;



Participation of the Board and/or staff in training, seminars, or conferences organized by MIMAP, AOA-ICMIF, and IC to enhance knowledge and skills; The Finance Manager to undertake the Certified Public Accountant (CPA) board exams to strengthen financial expertise within the organization; Specialized training workshops for MIS personnel to enhance their capabilities in IT-related matters; Claims processors to obtain NCII certification for Microinsurance, ensuring proficiency in claims processing; Joint attendance of board members, staff, and coordinators in a recollection session to foster team unity and spiritual growth; Conducting team-building activities for staff, board members, and coordinators to promote collaboration, communication, and a positive work environment. These programs aim to enhance organizational effectiveness, professional development, and employee engagement within the association.

4. System Enhancement and Digital Innovation

To prioritize the digitalization efforts of the association, the following projects and activities have been identified: Implementation of robust systems security measures and regulatory protocols to ensure data protection and compliance with relevant regulations; Development and launch of a Mobile Application to provide members with convenient access to association services and information; Ongoing enhancement and development of new features for the Mobile Application to improve functionality and user experience; Synchronization of the existing system with other systems and digital platforms through Application Programming Interfaces (APIs) to enable seamless data integration and exchange; Regular maintenance of the website dashboard to ensure it remains up-to-date, user-friendly, and accessible; Continued development and enhancement of the association's database to improve data management and retrieval processes; Development of a supplies inventory system to streamline inventory management and ensure efficient tracking and control of supplies; Regular updating of member's contact information and profiles in the database to maintain accurate records. Quarterly review and evaluation of the system to identify areas for improvement and address any issues or concerns promptly; Generation of reports required for regulatory submissions to ensure compliance with reporting obligations; Uploading and storage of member's documents in the database for easy retrieval and secure document management; Obtaining a Certificate of Copyright Registration for the KMBA system to protect intellectual property rights. These priority projects and activities aim to enhance the association's digital infrastructure, streamline processes, improve data management, and provide members with efficient and user-friendly digital services.

5. Networking and Linkages

To ensure continues networking and linkages, the association aims to Renew the Catastrophe Excess of Loss Treaty with RMSI for the Basic Life Insurance Plan (BLIP) and Credit Life Insurance Plan (CLIP). This ensures continued coverage for catastrophic events and mitigates potential financial risks. Maintained membership in the Mutual Security Fund by contributing a total of Php 408,000. This fund provides financial security



and support to members in times of need. Conduct regular Net Asset Value (NAV) monitoring of the BPI-Bayanihan Balanced Fund investment. The association has invested a total of Php 20 million in this fund, ensuring diligent oversight and assessment of the investment performance. Participate in other high-yielding investment instruments, specifically the Investment Management Agreement (IMA). This allows the association to explore additional investment opportunities to optimize returns and diversify its investment portfolio. The General Manager (GM) continues to serve as a member of the board of trustees of the Microinsurance MBA Association of the Philippines (MIMAP). This participation ensures active involvement in industry-related discussions and decision-making processes. Actively engaged in network activities, particularly in lobbying efforts for tax and IFRS 17 (International Financial Reporting Standards) exemptions of Microinsurance Business Activities (MBAs). This involvement demonstrates the association's commitment to advocating for favorable regulatory conditions and promoting the interests of the microinsurance sector. These actions signify the association's proactive approach in managing risk, investing wisely, and actively participating in industry-related initiatives and advocacy efforts.

President Marlin asked for questions and clarifications from the assembly. Praises were given for the accomplishments of KMBA and its plans for this year. Despite the challenges faced, KMBA remains steadfast and ready to support its members. Representative from Marikina Satellite Office, Ms. Josefina Torres encouraged everyone to provide full support to the leadership and to unite in promoting the plans and activities of the association.

Representative from Montalban Satellite Office, Ms. Laura Faldaz raised a clarification regarding the mobile application since not all members are familiar with the use of applications. She inquired how will the management provide the necessary instruction. General Manager Salve, responded that the management will go around to explain and guide members in downloading the mobile app.

With no further clarifications, a motion for the approval of the 2023 plans and priority projects was raised by Ms. Emelda Castro, and duly seconded by Ms. Lerma Sanchez:

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
AGM Resolution No. 2	35	31	0	0	4

GENERAL MEMBERSHIP RESOLUTION NO. 2, Series of 2023: ACCEPTANCE OF THE 2023 PLANS AND PRIORITY PROJECTS

RESOLVED, that the General Membership accept the KMBA plans, priority projects and activities for the year 2023.



Finance Manager Evelyn Lagmay presented the budget for the year 2023, seeking approval from the Assembly. In her presentation, she outlined the projected revenue for the year, which amounts to 68,307,476.63. The projected revenue is composed of two main sources. Firstly, the revenue from operations is projected to be 61,355,000.00, which includes income generated from the association's day-to-day activities, such as membership fees, premiums, and other operational income. The budget is based on the assumption that the association will have a target number of 60,000 members by the end of 2023. Secondly, the projected revenue includes income from investments, with the total amounting to 6,952,476.63. This figure takes into account the returns generated by various investment activities, including income from the association's building.

However, it's important to note that a portion of the projected revenue, specifically the benefit reserve, is mandated by the insurance commission. This reserve is set aside to ensure the association's ability to fulfill its financial obligations to its members, particularly in terms of claim payments. The benefit reserve is estimated to amount to 28,418,326.79. After deducting the mandated benefit reserve from the projected revenue, the remaining revenue after reserve is calculated to be 39,889,149. This represents the amount available for the association to allocate towards various expenses, investments, and further strengthening its financial position.

The budget presentation by Finance Manager Evelyn Lagmay provides a comprehensive overview of the projected revenue for the year 2023. It takes into account revenue from operations, investments, and the mandatory benefit reserve. By presenting these figures, the finance manager aims to provide transparency and ensure that the budget aligns with the association's goals, financial stability, and commitment to its members' well-being.

To ensure the successful attainment of the goals set for the year 2022, a comprehensive budget totaling Forty-one million seven hundred seventy-eight thousand six-hundred ninety-three 76/100 was put forth for approval during the assembly.

With no further clarifications, a motion for the approval of the 2023 budget was raised by Ms. Elenita Bo, and duly seconded by Ms. Jeronima Teodoro:

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
AGM Resolution No. 3	35	31	0	0	4

**GENERAL MEMBERSHIP RESOLUTION NO. 3, Series of 2023:
ACCEPTANCE OF THE 2023 BUDGET**



RESOLVED, that the General Membership accept the Budget for the year 2023.

VIII. Presentation of the Treasurer's Report

Ms. Emelda Castro, the Treasurer of KMBA, introduced Mr. Clark Babor, a partner from Roxas, Cruz, Tagle, and Co., the association's external auditor, to present the Audited Financial Statements for the year 2022 to the Assembly.

Before Mr. Babor began his report, he informed the Assembly that this would be his final year as the external auditor of the association. This is in accordance with the code of ethics, which states that an external auditor can only serve for up to five years. He expressed that during his term as an Auditor, he can confidently say that the financial and internal controls are sufficient and robust, considering the size of the association. The accounting practices are well-managed, and the quality of the reports is high. He then proceeded to report the Comparative Statement of Financial Condition:

	2022	2021	Amount
COMPARATIVE STATEMENT OF FINANCIAL CONDITION			
Total Assets	P241,166,988	P230,635,866	10,531,122
Total Liabilities	P142,396,120	P124,998,169	17,397,951
Fund Balance	P98,770,868	P105,637,697	(6,866,829)

Compared last year, the total asset increased from 230,635,000 to 241,166,988. This increase primarily came from cash and cash equivalents or collections from the operations, and those collections were put into investments. Furthermore, he observed that upon comparing the association's assets and liabilities, it is evident that the association possess the capacity to fulfill all its financial responsibilities and obligations. As an insurance entity, it demonstrates the organization's capacity to fulfill and settle claims of its members.

	2022	2021	Amount
COMPARATIVE STATEMENT OF COMPREHENSIVE INCOME			
Total Revenues	P51,514,945	P42,721,359	1,393,249
Total OpEx	(P12,985,892)	(P12,022,118)	1,010,255
Net Income	P4,857,006	P24,427,131	14,418,251

In 2022, the association has also generated income albeit lower compared to the net income in 2021. However, this does not necessarily connote a negative implication, since the analysis of the report reveals that the operating expense remains at the same level and the benefit expense has increased. This suggests that the organization has allocated more funds towards providing benefits and fulfilling its commitments to its members. The increase in benefit expenses



could be attributed to various factors, such as increase in claims, expansion of coverage, or adjustments in benefit packages. By allocating more resources to benefit expenses, KMBA demonstrates its commitment to delivering comprehensive and valuable benefits to its members. This increase reflects the organization's dedication to meeting the evolving needs and demands of its members while ensuring financial security and well-being.

The income tax computation was also presented to the Assembly. Mr. Babor explained that although MBAs are tax exempt, the association has taxable transactions due to its building space rentals. Upon initial computation, the tax payable amounted to Php 76,000.00. However, KMBA has no longer have to pay this amount as it was found out that the association had advance payments for income taxes in the amount of Php 172,909.

There being no further questions and concerned raised by the Assembly, Ms. Amelita Tolentino moved for the approval of the 2022 Audited Financial Statement and duly seconded by Ms. Nelly Vengano.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
AGM Resolution No. 4	35	31	0	0	4

GENERAL MEMBERSHIP RESOLUTION NO. 4, Series of 2023: ACCEPTANCE OF THE TREASURER'S REPORT

RESOLVED, that the General Membership accepts the Treasurer's Report highlighting the Audited Financial Statement for the Year 2022.

IX. Committee Reports

The Chairperson of each Committee presented their Reports to the Assembly, which signified the achievements, activities and projects that each Committee has implemented for the year as follows:

First, the Audit Committee chaired by Mr. Philip Arnold Tuaño reported that they were able to conduct evaluation and engagement meeting with the External Auditor, as well as conduct planning for audit schedule. The committee also reviewed possible related party transactions. Upon deliberation, the committee found that the transactions between KMBA and other KSOs organizations were done with fairness and practices of good governance were observed properly

The committee also conducted a meeting to discuss the initial findings of the External Auditor, and the presentation of Audited Financial Reports and exit



meeting. The committee accepted and approved the Audited Financial Report presented by the external auditor, there being no significant findings. The committee had no significant findings on the audit subject and recommends to maintain the good practices to ensure financial integrity, compliance, and operational effectiveness within the organization.

The Chairperson of the Treasury Committee, Ms. Enriqueta Navarro also presented the report of the Treasury Committee, where the committee was able to review the financial statements of the association and identify investible funds. The decisions of the committee involved determining the available surplus funds, analyzing the financial performance and liquidity of the association, and assessing the feasibility and appropriateness of investing those funds. Upon review, the committee recommended that available funds be invested taking into considerations factors such as risk, potential returns, liquidity, and alignment with the association's investment objectives and risk tolerance. By the recommendation of the committee, the association joined the MIMAP Pooled investments managed by BPI Bayanihan Balanced Fund. Upon assessment of the fund's performance, its investment strategy and portfolio, and evaluating its alignment with the association's investment objectives and risk tolerance, the committee recommended the continuation of investments in the fund. The committee analyzed the performance of the pooled investments, assessing the fund's adherence to investment guidelines, and considering any necessary adjustments or rebalancing of the portfolio. Overall, the committee took note the important considerations for investment such as the association's investment policies, risk appetite, and regulatory requirements.

The Nomination and Election Committee, through its Chairperson Philip Arnold Tuaño presented that the committee was able to review the election rules and guidelines, policy and process. The committee was able to draft the schedule of activities regarding the conduct of the election such as the presentation of potential coordinators for nomination, schedule of activities to satellite office, preparation of nomination and proxy votes form and consolidation of the accomplished proxy votes form for actual canvassing. The committee found the election guidelines relevant and suitable to the needs of the organization and took note that it is crucial to ensure fairness, transparency, and integrity throughout the election process to uphold the principles of democratic decision-making. The committee review and approve the proposed timeline, key milestones, and necessary actions leading up to the election. This includes setting deadlines for candidate nominations, voter registration, campaign periods, and the actual voting day. The committee discussed and approved the results of the proxy vote and took into consideration its impact on the overall election outcome and any necessary actions to ensure fairness and accuracy.

The Risk Management Committee, through its Chairperson Mr. Philip Arnold Tuaño reported that the committee was able to draft the Risk Management Plan for 2022 with recommendations to the management such as: setting



strategic objectives, allocating resources for risk mitigation, and determining action plans to address and manage identified risks. The committee also reviewed the Organization Risk Exposure. Upon review, the committee was able to identify the existing risks faced by the organization, assess their potential impact on operations, finances, reputation, and other areas, and identify any emerging risks that need to be addressed. The Risk Management Manual was also reviewed upon assessment, the committee found that the existing manual is comprehensive, effective, and relevant in guiding the organization's risk management efforts and provide strong reference for risk management practices within the organization.

The Committee on Related Party Transactions, through its Chairperson Mr. Philip Arnold Tuaño reported that the Related Party Transaction Committee Charter was reviewed and the committee found that the existing charter is effective, complete, and relevant in guiding the committee's role and responsibilities related to reviewing and approving related party transactions and have sufficient provisions on defining its scope, reporting mechanisms, disclosure requirements, among others. The committee also reviewed all the material related party transactions and found that all transactions were appropriate and done with fairness, observing properly the practices of good governance.

Chairperson of the Board Risk Oversight and Corporate Governance, Atty. Maria Cleofe Gettie Sandoval reported to the assembly that the committee reviewed the VMG and good governance statement of the association. Upon review, the committee found that the VMG are in line with the organization's value and promote ethical behavior, accountability, transparency, and responsible decision-making. The committee also approved the provisions of its charter finding the charter's clarity, risk reporting mechanisms, board engagement in risk-related matters, and alignment with best practices and regulatory requirements sufficient in providing guidance to the Board in its role and responsibilities related to risk oversight. The committee also reviewed the Risk Management manual working closely with the Risk Management committee. Upon assessment, the committee found that the existing manual is comprehensive, effective, and relevant in guiding the organization's risk management efforts and provide strong reference for risk management practices within the organization.

The Remuneration Committee through its Chairperson Atty. Maria Cleofe Gettie Sandoval reported to the assembly that the committee reviewed the salary scale in response to the wage order issued by the Department of Labor and Employment (DOLE). The committee approved the proposed KSO salary scale, taking into consideration the financial implications, compliance requirements, and potential effects on employee morale and retention.

The Product Development and Innovation Committee through its Chairperson Ms. Myrna Verdadero reported that the committee was able to review K-Bente and K-Kalinga group policy, as well as the existing partnership with Malayan



Insurance. Upon examining both policies' effectiveness in providing assistance and support to beneficiaries, the committee recommended the continuation of their implementation and to consider factors such as the scope of assistance, target beneficiaries, implementation processes, monitoring mechanisms, and any required adjustments or enhancements to better serve the intended purpose.

Finally, the Ethics Committee, through its Chairperson, Ms. Wenifreda Rodriguez reported that the committee was able to conduct review on the association's Code of Ethics. Upon review, the committee found that the existing code of ethics is relevant, effective, and aligned with the organization's values and objectives. The committee also reviewed the Anti-fraud and Anti- Corruption Policy Manual, and found that the existing manual and policy is effective, comprehensive, and adequate in mitigating fraud and corruption risks. Upon review of the assessment tool for the performance of the Board, the committee found that the current assessment tool is comprehensive, objective, relevant to the board's responsibilities, and is able to provide valuable insights for board development and improvement.

The assembly conveyed their appreciation and contentment for the dedication and diligent work exhibited by both the Board and the management. Furthermore, the assembly acknowledged and recognized the significant contributions made by the committees in advancing the association's vision and mission.

There being no further questions and concerns raised by the Assembly, Ms. Lucila Sabar moved for the approval of the 2022 Committee Reports and duly seconded by Ms. Amelia Dejaró.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentes
AGM Resolution No. 5	35	31	0	0	4

***GENERAL MEMBERSHIP RESOLUTION NO. 5, Series of 2023:
APPROVAL OF THE 2022 COMMITTEE REPORTS***

RESOLVED, that the General Membership accepts the 2022 Committee Reports.

X. Approval and Ratification of Board and Management Actions

Ms. Silvida Antiquera, the General Manager, presented a comprehensive summary of the Board Resolutions that were adopted in the year 2022. Acting on behalf of both the Board and the Management, Ms. Antiquera submitted the list of resolutions for ratification by the assembly. Additionally, she provided



an overview of all the management actions that were undertaken and executed throughout the preceding year.

Board Resolution No.	Date	TITLE
1	January 28	Acceptance of the Vision, Mission and Corporate Goals
2	January 28	Commitment to Good Governance
3	January 28	Approval of Review on the related Party Transaction
4	January 28	Reclassification of Retirement Fund and Equity Value to Assigned Surplus
5	February 24	Approval of Ladder Rung Project
6	February 24	Authorizing GM Silvida R. Antiquera to transact with MERALCO for the refund
7	March 15	KMBA Authorized Representative to MIMAP AGM
8	March 24	Approval of the Revised Proposal of Ladder Rung Project
9	May 31	Appointment of External Auditor for 2022
10	May 31	Acceptance of the KPF Representative to the KMBA Board
11	May 31	Approval of Long and Short-Term Investments
12	May 31	Creation of Remuneration Committee
13	May 31	Authorized Representative to ICMIF Centenary Conference
14	May 31	Updating of Office Address
15	August 1	Approving the Additional Guaranty Fund
16	August 1	Approving the Contribution to MIMAP Legal Research Fund
17	August 1	Approving the Salary Adjustment
18	August 1	Updating of Office Address and Authorized Signatories to Government Agencies
19	August 1	Authorizing the Transfer of Ownership of Motorcycles under Motorcycle Benefit
20	September 28	Renewal of Registration to National Privacy Commission
21	September 28	Appointment of Data Protection Officer
22	September 28	Authorizing the Creation of Official Email for Data Privacy Officers
23	September 28	Authorizing the Closing of METROBANK and BANCO DE ORO Accounts
24	September 28	Authorizing the Placement of Additional Investment
25	September 28	Approval of Service Providers for the Annual Preventive Maintenance of KMBA Building
26	September 28	Authorizing the Release of the Performance Incentive of Employees for the period January to June 2022
27	November 25	Acceptance and Approval of Priorities for 2023
28	November 25	Approving the 2023 Budget



29	November 25	Approval of Risk Management Manual
30	November 25	Authorizing the Renewal of Property Insurance
31	November 25	Authorizing the Renewal of K-Kalinga Policy
32	November 25	Authorizing the Renewal of K-Bente
33	November 25	Approval of Cash Gift for Employees

After the presentation of the list, the floor was opened for motion from the members to ratify the Board Resolutions for 2022. The following was the result of the voting process:

Subject	No. of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
Board Resolution No. 1 to 33	35	31	0	0	4

Ms. Ethelinda Angeles made a motion to accept and ratify the Board Resolutions and all management actions. Her motion was seconded by Ms. Arsenia Guiang, who added congratulatory remark to KMBA management for an excellent performance. Hearing no objections, President Marlin Perez announced the assembly's ratification of all board and management actions in 2022.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentees
AGM Resolution No. 6	35	31	0	0	4

***GENERAL MEMBERSHIP RESOLUTION NO. 6, Series of 2023:
APPROVAL AND RATIFICATION OF BOARD AND MANAGEMENT
ACTIONS***

RESOLVED, that the General Membership ratifies all Board Resolutions as well as the actions and decisions by Management in 2022.

XI. Appointment of External Auditor

Independent Trustee, Mr. Philip Arnold Tuaño, who serves as the Chairperson of the Audit Committee, informed the assembly that the management conducted a procurement of services for the 2023 Audited Financial Statement. This was presented to the Board of Trustees, and it was decided that Moore Roxas Cruz Tagle and Company will be selected as the External Auditor for KMBA's 2023 Financial Statement based on the quality of their proposal, competitive audit fees, and their position as one of the top 10 auditing firms in the Philippines. Moore Roxas Cruz Tagle and Company is a former member of BDO International and a prominent accounting firm in the Philippines. They have extensive experience in auditing in the fields of Life,



Non-life, and Mutual Benefit Associations and is accredited by the Insurance Commission.

Therefore, the Board of Trustees highly recommends Moore Roxas Cruz Tagle and Co to conduct the audit for the 2023 Financial Statement.

Based on the satisfactory performance of the audit firm, a motion was put forward by Ms. Myrna Verdadero to appoint BDO-Roxas, Cruz, Tagle, and Co. as the external auditor for KMBA's 2023 Financial Statements. She emphasized the importance of selecting an Audit firm that specializes in the field of insurance and, most importantly, is recognized as one of the top 10 auditing firms in the Philippines. The motion was seconded by Ms. Sylvia Trijo.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentes
AGM Resolution No. 7	35	31	0	0	4

GENERAL MEMBERSHIP RESOLUTION NO. 7, Series of 2023: ENGAGEMENT OF EXTERNAL AUDITOR FOR THE 2022 FINANCIAL STATEMENTS

RESOLVED, that the General Membership approves the recommendation of the Board to engage the services of BDO-Roxas, Cruz, Tagle and Co. as the external auditor for the audit of the 2023 Financial Statements.

XII. Appointment of Independent Trustee

Subsequently, the assembly was presented with the nomination of Mr. Philip Arnold Tuaño to serve as the Independent Trustee from 2023 to 2026. President Marlin Perez explained that Mr. Tuaño has diligently fulfilled the role of Independent Trustee over the past six (6) years. It is important to note that, as per the ruling of the Insurance Commission (IC), the Independent Trustee is eligible for a term of service spanning up to nine (9) years.

Ms. Emelda Castro made a motion to approve the re-appointment of Mr. Philip Arnold Tuaño to serve as Independent Trustee from 2023 to 2026. Her motion was seconded by Ms. Nelly Vengano, who commented that Mr. Tuaño has made significant contributions to the organization, and he continues to have much more to offer and strongly recommended his re-appointment.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentes
AGM Resolution No. 8	35	31	0	0	4



**GENERAL MEMBERSHIP RESOLUTION NO. 8, Series of 2023:
APPROVING THE RE-APPOINTMENT OF MR. PHILIP ARNOLD
TUAÑO AS INDEPENDENT TRUSTEE FROM 2023 TO 2026**

RESOLVED, that the General Membership approves the re-appointment of Mr. Philip Arnold Tũaño to serve as Independent Trustee from 2023 to 2026.

XIII. Confirmation of the new KPF Representative to the KMBA Board

President Marlin Perez called on Audit Committee member, Atty. Maria Cleofe Gettie Sandoval, to present the decision and recommendation of the Board of Trustees regarding the KEEPF representative in the assembly. She explained the recommendation of the Board of Trustees regarding the appointment of Ms. Whilmelita Pableo, President of KEEPF, to the KMBA Board of Trustees. KEEPF represents the employees in the Kasagana-ka Synergizing Organization (KSO), and in accordance with the bylaws, are entitled to one (1) seat on the Board. The KEEPF President is elected by the employees during their General Assembly.

Ms. Elizabeth San Juan made a motion to approve the acceptance of Ms. Whilmelita Pableo to the KMBA Board of Trustee and expressed her support and the importance to have employee representation in KMBA to work alongside in implementing programs and services for the members. Her motion was seconded by Ms. Helen Cabili.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentes
AGM Resolution No. 9	35	31	0	0	4

**GENERAL MEMBERSHIP RESOLUTION NO. 9, Series of 2023:
APPROVING THE CONFIRMATION OF MS. WHILMELITA PABLEO AS
THE NEW KPF REPRESENTATIVE TO THE KMBA BOARD**

RESOLVED, that the General Membership accepts the recommendation of the Board and confirmed Ms. Whilmelita Pableo, duly-elected KPF President, as the new KPF Representative to the KMBA Board.

XIV. Election of Committees

Following a process of nomination, below are the newly elected Committee members with a term of office for a period of one year:

NEWLY ELECTED COMMITTEES

Audit Committee	Mr. Philip Arnold Tuano (Chairperson) Atty. Maria Cleofe Gettie Sandoval Ms. Emelda Castro
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Treasury Committee	Ms. Marlin Perez (Chairperson) Ms. Sylvia Trijo Ms. Jeronima Teodoro Ms. Silvida Antiquera Atty. Eduardo Pangan
Nomination and Election Committee	Mr. Philip Arnold Tuano (Chairperson) Atty. Maria Cleofe Gettie Sandoval Ms. Nelly Vengano
Risk Management Committee	Ms. Marlin Perez (Chairperson) Ms. Emelda Castro Ms. Ma. Luisa Tuazon Ms. Miriam Jarobilla Ms. Jennifer Reyes
Board Risk Oversight and Governance Committee	Mr. Philip Arnold Tuano (Chairperson) Atty. Maria Cleofe Gettie Sandoval
Related Party Transaction Committee	Mr. Philip Arnold Tuano (Chairperson) Atty. Maria Cleofe Gettie Sandoval
Remuneration Committee	Atty. Maria Cleofe Gettie Sandoval (Chairperson) Mr. Philip Arnold Tuano Ms. Marlin Perez
Product Development and Innovation Committee	Ms. Myrna Verdadero (Chairperson) Ms. Sylvia Trijo Ms. Whilmelita Pableo Ms. Ma. Theresa Parado Ms. Joseline Buico
Ethics Committee	Ms. Wenifreda Rodriguez (Chairperson) Ms. Leticia Rodriguez Ms. Chona Capayas Ms. Isabel Iliw-Iliw

There being no objection raised to the nominations, and there being no seat contested, the Assembly moved for the acceptance of the newly-elected committee members. The general membership unanimously agreed to the nomination.

Subject	Number of Voting Delegates	No. of Votes in Favor	No. of Votes Against	No. of Abstain Votes	No. of Absentes
AGM Resolution No. 10	35	31	0	0	4

AGM RESOLUTION No.10 Series of 2022. ACCEPTANCE AND ADOPTION OF THE RESULTS OF THE ELECTION OF BOARD COMMITTEES



RESOLVED, that the General Membership accepted and adopted the results of the elections of the new Committees members for the year 2022.

XV. Awarding of Certificates

Board Emeritus Ms. Wenifreda Rodriguez and Ms. Leticia Rodriguez bestowed upon the former Trustees, Ms. Jonalyn Andres and Mr. Josep Lopez a Certificate of Appreciation as gratitude for their services. This gesture was a heartfelt expression of gratitude for their dedicated services and contributions to the organization. The certificates served as a token of recognition, acknowledging their valuable efforts and commitment throughout their tenure as Trustees.

The assembly also recognized the employees who have served for 15 years: Finance Manager, Ms. Evelyn Lagmay, Executive Assistant, Ms. Analyn Shih, and Claims Officer, Mr. Mcquen Abellano.

XVI. Adjournment

There being no other matters to discuss, the meeting was adjourned at 4:40 pm upon motion by Ms. Nelly Vengano and seconded by Ms. Emelda Castro.

