



KASAGANA - KA
Mutual Benefit Association, Inc.

KASAGANA-KA Mutual Benefit Association, Inc.
Related Party Transaction Committee Meeting
Via zoom
29 October 2021 2:00 pm

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| <p>Present</p> <p>Board Committee Members</p> <ol style="list-style-type: none"> 1. Philip Arnold P. Tuaño 2. Maria Cleofe Gettie C. Sandoval 3. Isabel D. Iliw-iliw <p>Also Present:</p> <ol style="list-style-type: none"> 1. Evelyn A. Lagmay 2. Analyn A. Shih | <ul style="list-style-type: none"> - Chairperson, Independent Board Member - Committee Member, Independent Board Member - Committee Member, Board Adviser <ul style="list-style-type: none"> - Finance Manager - Exec. Assistant |
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| Topic | Discussion |
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| Call to Order | The meeting started at 2:00 pm with a prayer. |
| Drafting of Related Party Transaction Charter | <p>EA Analyn presented to the committee the draft charter made by the committee for review and additional inputs. Since the RPT committee is closely working with the Audit Committee, the charter sets out the authority and responsibility for operation of the organization. The following are included in the draft charter.</p> <ol style="list-style-type: none"> 1. Mission 2. Duties and Responsibilities 3. Authorities 4. Membership 5. Meeting <p>Atty. Sandoval commented to go over the draft and see if there are still some changes that needs to be considered. Chairperson Philip agree and asked the committee to further discuss the charter before presenting to the board for approval.</p> |
| Adjournment | The meeting ended at 3.45pm |