

**KASAGANA-KA Mutual Benefit Association, Inc.**  
**Ethics Committee Meeting**  
**Via zoom**  
**11 February 2022 10:00 am**

<b>Present</b> <b>Board Committee Members</b> <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 10:15 pm with a prayer led by Committee member Isabel.
Review of the previous Minutes	The Committee reviewed the minutes of the previous meeting. Without any additional comments or remarks, the committee has accepted and approved the minutes.
Review of Board Assessment Tools	<p>In the annual conduct of Board Assessment, Chairperson Wenifreda 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>Copies of the assessment tools are provided through email. EA will facilitate the distribution and consolidation of the assessment forms. Conduct of board assessment is scheduled on February 21 for the first half of the year.</p>
Committee Board Appraisal	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.



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	<p>Committee member Leticia agree to it and said that cooperation and participation is of great help to improve better understanding of KMBAs goal and to extend assistance to the management.</p> <p>Chairperson Wenifreda 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 of the following year. The Committee does not object and has accepted the proposed schedule.</p>
Adjournment	The meeting ended at 4:00 in the afternoon