



COOPERATIVE ALLIANCE FOR RESPONSIVE ENDEAVOR

MUTUAL BENEFIT ASSOCIATION, INC.

39 Ilang-ilang St., Zaballero Subd., Brgy. Gulang-gulang, Lucena City

Tel # (042) 373-7789

Email ad mbacare@yahoo.com.ph



BOARD OF TRUSTEES

Criselda R. Abuel
President

Atty. Joyce M. Sio
Vice-President

Perseverando C. Fajardo
Treasurer

Armiel A. Azul
Lucilo G. Jimenez
Trustees

Gaudioso A. Lavadia
Mary Juliet D. R. Labitigan
Independent Trustees

ELECTION COMMITTEE
Sedfrey R. Potestades - Chairperson
Engr. Sonia J. Mayuga – Vice-Chair.
Ednel F. Vasquez - Secretary

AUDIT & RELATED PARTY TRANSACTIONS COMMITTEE OFFICERS

Gaudioso A. Lavadia
Lucilo G. Jimenez
Paz L. Bobadilla, CPA
Dominador S. Tamayo, CPA
Melody L. Bringel

BOARD RISK OVERSIGHT COMMITTEE OFFICERS

Gaudioso A. Lavadia
Criselda R. Abuel
Atty. Joyce M. Sio
Perseverando C. Fajardo
Armiel C. Azul

CORPORATE GOVERNANCE COMMITTEE OFFICERS

Mary Juliet D. R. Labitigan
Atty. Joyce M. Sio
Armiel A. Azul
Erlene E. Barandino
Sedfrey R. Potestades

REMUNERATION COMMITTEE OFFICERS

Criselda R. Abuel
Paz L. Bobadilla, CPA
Erlene E. Barandino
Melody L. Bringel

Board of Adviser
Paz L. Bobadilla, CPA

Corporate Secretary
Erlene E. Barandino

Internal Auditor
Melody L. Bringel

General Manager
Pelagia C. Mendones

NOTICE OF CARE MBA, Inc. 15th ANNUAL GENERAL MEETING

TO : CARE MBA, Inc. Partners
RE : 15th ANNUAL GENERAL MEETING
DATE : April 10, 2025

Dear Fellow Members

NOTICE is hereby given as **INVITATION** for the **15th Annual General Meeting** on **May 30, 2025 (Friday) 8:00 a.m. - 2:00 p.m.** at St. Jude Cooperative Hotel and Event Center with a theme: ***“Building Stronger Partnership Through Microinsurance”***

Order of Business:

A. Invocation

Prayer will be led by the facilitator of the program.

B. Call to Order

The President of the Board and presiding officer shall call the meeting to order.

C. Proof of Due Notice

The Corporate Secretary will inform the body regarding sending of Notice of 15th Annual General Meeting. The notice has been posted on CARE MBA’s website and Facebook account for easy access and visibility. Additionally, the notice has been distributed to all our partners one month before the AGM.

D. Roll Call and Determination of Quorum

The Corporate Secretary will make a roll call and determine the quorum, at least fifty percent (50%) of the active members’ attendance plus one constitutes a quorum.

E. Approval of the Proposed Agenda

The representatives/members may suggest and approve the proposed agenda.

F. Reading and Approval of the Minutes of the 14th Annual General Meeting

The representatives/members will read and review the minutes of the 14th Annual General Meeting which was held on May 31, 2024 at St. Jude Cooperative Hotel and Event Center, Tayabas City, for comments and approval. The said minutes has been posted on CARE MBA’s website on the same date of the 14th Annual General Meeting.

G. Business Arising from the Minutes of last 14th Annual General Meeting

Report of unfinished business/es, updates for members, questions and clarifications from the previous meeting, if any.

H. Reports

1. President’s Report

Mrs. Criselda R. Abuel the incumbent President of the association will render her report, for acceptance of the General Assembly.

2. Operations Report

The operations report will be delivered by the General Manager based on targets and accomplishments by the management.

I. Treasurer’s Report

The summary report of the Key Financial Statement’s figures as of December 31, 2024, as reported by QUILAB & GARSUTA, CPAs, external auditor is to be reported by the incumbent Treasurer.

J. Committee Reports

The respective Committee Chairpersons will render their report of accomplishments for the year 2024.

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Internal Auditor
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General Manager
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- Audit and Related Party Transactions
- Corporate Governance
- Board Risk Oversight
- Remuneration
- Election

K. Matters for Approval and Ratification

- **Board and Management Action** - The General Assembly will approve the Consolidated Reports of the Board of Trustees and Management, presented by the incumbent President that needs approval from the members.
- **Appointment of the External Auditor**- The appointment of the External Auditor will be presented by the incumbent Chairperson of the Audit Committee for confirmation by the General Assembly.
- **Approval of 2025 Plans and Budget** - The 2025 Plans and Budget will be presented for approval by the General Assembly.

L. Election Proper

The Chairman of Election Committee will present the election guidelines, introduce the candidates and discuss the process of voting system for the following vacant positions:

- Two (2) Board of Trustees
- One (1) Election Committee

M. Other Matters/Open Forum

The floor is open for open forum and discussions. Members/representatives may raise issues and concerns to the general assembly.

N. Result of Election 2025

The Chairman of the Election Committee will announce the result of election. These results have been validated by the Chairperson of the Audit Committee/Independent Trustee, as well as the Independent Auditor of the association, for transparency and accuracy.

O. Oath taking/Induction of Newly Elected Officers

The newly elected officers will take an oath in front of representatives/members before assuming their positions as Board of Trustees, Independent Trustee and Election Committee.

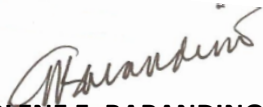
P. Adjournment

There having no other matters to be discussed, the Annual General Assembly Meeting ends.

In relation to this, please find the enclosed pro forma of **PROXY STATEMENT**, for **two (2)** member/s to represent your cooperative/organization during the said Annual General Meeting.

For inquiries and confirmation of your participation, please contact us through our phone number **(042) 373-7789**, cell phone number **0998-861-0358** or **0947-997-9224**, or e-mail at mbacare@yahoo.com.ph on or before **May 10, 2025**.

Thank you!


ERLENE E. BARANDINO
Corporate Secretary

Noted by:


CRISELDA R. ABUEL
President

PROXY STATEMENT

TO THE GENERAL ASSEMBLY OF CARE MBAI:

We, the active members of _____, hereby appoint and empower _____ as proxy, fully authorized to represent us, and cast votes, at the **15th Annual General Meeting and Election 2025** of CARE MBA, Inc. to be held on **May 30, 2025**.

SCOPE OF THE POWER OF REPRESENTATION

- 1) The proxy is authorized to vote on all agenda items at his/her own discretion
- 2) The proxy is authorized to vote on all the agenda items and for other issues that may arise during the meeting

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