



Meeting Details

Date and Time: 24 February 2022 at 10:00 am

Location: Via Zoom Conference

Present: Ms. Ma. Luz A. Planas (Chairwoman)
Atty. Cornelio C. Gison (Vice Chairman)
Mr. Rene E. Cristobal (Member)
Ms. Juanita D. Amatong (Member)
Ms. Alice Z. Cordero (President/CEO)
Ms. Rosalinda A. Gragasin (Client Representative, North Sector)
Ms. Bonifacia C. De Chavez (Client Representative, South Sector)
Ms. Modesta G. Flores (Client Representative, Central Sector)
Ms. Aquilina G. Onesa (Employee Representative)
Mr. Ricardo Lazatin (Advisory Council Member)

Apologies: Ms. Florencia G. Tarricla (Treasurer)

Management Present: Atty. Leonarda D. Banasen (Corporate Secretary)
Ms. Sherry Lou A. Salazar (Director, Operations)
Mr. Robert Anthony D. Sia (Acctg. Finance and Admin Department Manager)
Ms. Daye A. Aguinaldo (Deputy Director)
Ms. Marilyn Ramos (Accounting Manager)
Atty. Violah B. Alcantara (Asst. Corporate Secretary)
Ms. Maria Filomena C. Gibe (Chief Information and Technology Officer)

Call to Order and Determination of Quorum

After a quorum had been duly established, the Chairwoman called the meeting of the Board of Trustees of TSPI Mutual Benefit Association, Inc. ("TMBAI") to order.

Director for Operations Ms. Salazar led the opening prayer.

I Approval of the Minutes of Meeting

**The Board
approved**

The Board approved the Minutes of the Regular Meeting dated December 27, 2021.

TMBAI 22-001 ON MOTION DULY SECONDED, the Board approved the Minutes of the Regular Board Meeting dated December 27, 2021.

The President and CEO Ms. Cordero pointed out the absence of resolutions regarding the approval of Strategic Plan for CY2022 to CY2024, CAPEX for CY2022, Budget of P50M for the Construction of New Building, Budget for computer equipment and software at P20M and furniture and fixtures at P1M. The Corporate Secretary confirmed that there were no resolutions since there were no approvals by the Board on said items based on the recording, albeit said items were lengthily discussed. It was thereafter agreed that said items will be included in the items for approval in the present meeting.

Mr. Lazatin and Mr. Cristobal further proposed that materials for subsequent meetings shall include summary of items for approval and for information only, for better management. Management noted the same.

II. Board Approval

The Board approved

Annual General Membership Assembly. Management proposed the holding of the Annual General Membership Assembly on May 4, 2022. For the mode of conducting the same, the Board agreed to hold the same via videoconference in consideration of health and safety of all the members.

TMBAI 22-002 ON MOTION DULY SECONDED, the Board approved the holding of the Annual General Membership Assembly on May 4, 2022 via videoconference.

Investment. Management made a proposal to invest funds to dollar denominated local and corporate instruments and requested authorization for trading option in case the opportunity to replace existing assets with assets having higher yield comes. The Board deferred approval and directed Management to table the same for discussion of the Investment Committee.

The Board requested to discuss items in the concerned Committee/s and thereafter for presentation to it for approval.

The Board approved

Closure of Dormant Accounts. Management requested approval on the closure of dormant accounts with BPI Family – Pasig Emerald Branch, namely the Savings, Current and Maxi Saver accounts. The Board approved the same.

TMBAI 22-003 ON MOTION DULY SECONDED, the Board approved the closure of dormant accounts (Savings, Current and Maxi Saver) of the Association with BPI Family - Pasig Emerald Branch.

III. Management Report

Mr. Robert Sia presented the following items for the information of the Board:

A. Financial Performance (as of December 2021)

Statement of Revenues and Expenses. CY 2021 net income is stable due to higher premium which covered the slight decrease in investment income. Management is requested to review the Service Level Agreement of the Association with TSPI.

Statement of Assets, Liabilities and Fund Balance. Total assets grew to P1.36B due to increase in investment by P7M. Total equity increased to P1.041B due to net income that fully covered unrealized loss on available for sale (AFS). Mr. Lazatin inquired on the percentage of investment in market to market. Management stated that it is 92% of the total asset.

Statement of Cash Flows. Cash from operations improved at P60M resulting to higher investments of P42M. It was explained that Financing in the chart represents paid member benefits. Higher spending for members' benefits is expected to generate more premium payments.

B. Investment Portfolio (as of December 2021)

Summary of Investment Portfolio. Total investment market value at P1.342B is higher versus book value at P1.314B. Retail Treasury Bonds (RTB) and Corporate Bonds unrealized gains were reduced by Fixed Income Treasury Notes' (FXTN) unrealized loss of P9M. Investment in real property has an appraised value of 72M with an unrealized gain of P16M. Based on the Investment Trending Graph presented, market value is always better than the book value.

Government Securities. RTB interest income is paid quarterly with blended effective yield of 5% end of year while FXTN interest income is paid semiannually with blended effective yield of 4.7% end of year.

On directly managing the investment of the Association, Mr. Lazatin gave guidelines to consider as the same is the biggest asset account in the balance sheet. He thereafter proposed the hiring of an Investment Officer. The Chairperson concurred and requested Management to revisit the plan to get a professional investor for the Association, and to make a further study on how to manage the investments.

Corporate Bonds and Investment in Stocks and Equities. Corporate bonds have unrealized gain of P4M due to gain in Ayala Corp. Corporate Bonds by

Conglomerate, Performance by Fund Manager, Investment in Stocks (IMA Accounts and by Conglomerate) were also presented. BPI is conservative and best in long term investment; PNB is moderate; and MBTC is aggressive.

C. Operations Performance (as of December 2021)

Ms. Sherry Lou Salazar presented the Operations Performance and Sambayanihan Activities, for the information of the Board.

Membership. Trending on Membership was presented. There is an upward trend in the member-borrower. The Kapamilya shifted to being a member-borrower (borrower status of NGO SIKAP Program). Total Member was higher at 235K. The Kapamilya decreased at 120K as they shifted to be member-borrowers.

Claims. The Association has approved 1,783 claims amounting to Php 51M from Dec 2020 to Dec 2021. The Management now also handles the releasing of claims which is done in same day using GCash.

D. SAMBAYANIHAN Activities

Urban Gulayan. The Urban Gulayan program has expanded in Central Luzon covering the provinces of Bulacan, Nueva Ecija and Pampanga. This program aims to reach 500 clients, with 183 already joined, 293 trained, and 123 clients who are continuing the project. Aside from deriving income from the produce of Urban Gulayan, member-clients also enjoy their produce.

An Urban Gulayan Newsletter in collaboration with the APG of TSPI (MFI NGO) has been published on January 2022 and the same will be published monthly as part of the continuing education for the client-members and employees. In addition, as part of the program, monthly In-House Webinar are conducted such as webinars on Pest and Disease Management in partnership with the Bureau of Plant Industry and Building a Sustainable Home by Flor's Garden.

SAMBAYANIHAN Center. Management reported that there are 46 existing Sambayanihan Centers, and it will target is to establish Sambayanihan Centers in all the 120 Branches of TSPI MFI NGO. This is in compliance with the approved budget of Php25,000.00 for every Sambayanihan Center. Mr. Lazatin recommended a collaboration between the Association and Tahanan ng Panginoon on the Sambayanihan concept. Separate session will be scheduled for discussion.

IV. Other Matters

Strategic Plan for CY2022 to CY2024, CAPEX for CY2022, Budget of P50M for the Construction of New Building, Budget for computer equipment and software at P20M and furniture and fixtures at P1M

The Board approved

The Board approved the Strategic Plan for CY2022 to CY2024, CAPEX for CY2022, Budget of P50M for the Construction of New Building, Budget for computer equipment and software at P20M and furniture and fixtures at P1M as presented by Management during the Board Meeting on December 27, 2021. The approval of Budget for Construction of New Building will be subject to the creation of a Construction and submission of technical plans for approval of the Board.

TMBAI 22-004 ON MOTION DULY SECONDED, the Board approved Strategic Plan for CY2022 to CY2024, CAPEX for CY2022, Budget of P50M for the Construction of New Building subject to the creation of a Construction and submission of technical plans for approval, Budget for computer equipment and software at P20M and furniture and fixtures at P1M of TSPI Mutual Benefit Association, Inc.

The Board approved

Management requested the approval of the appointment of authorized representatives with the Bureau of Internal Revenue in its application for BIR accountable forms. The Board approved the same.

TMBAI 22-005 ON MOTION DULY SECONDED, the Board approved the appointment of the following persons as the authorized representatives of TSPI MUTUAL BENEFIT ASSOCIATION, INC. with the Bureau of Internal Revenue (BIR) in its application for the BIR accountable forms –

Name of Printer	Authorized Representatives
John Zcan Printing	Sherry Ann D. Lim Rodel Leoncio

The above authorized representatives are hereby authorized to sign, execute and deliver documents and other instruments, to do and perform acts necessary to carry said transaction into full force and effect.

The meeting closed with a prayer led by Mr. Rene Cristobal.

(11:25 pm approximately, the meeting closed which was followed by an Executive Session.)

Confirmation of Minutes

Confirmed as a correct Record.

Prepared by:

ATTY. LEONARDA D. BANASEN
Corporate Secretary

Certified & Attested by:

MA. LUZA A. PLANAS
Chairperson