



**Meeting Details**

**Date and Time:** 30 September 2022 at 10:00 am

**Location:** Via Zoom Conference

**Present:**  
Ms. Ma. Luz A. Planas (Chairwoman)  
Atty. Cornelio C. Gison (Vice Chairman)  
Ms. Florencia G. Tarricla (Treasurer)  
Mr. Rene E. Cristobal (Member)  
Ms. Juanita D. Amatong (Member)  
Ms. Alice Z. Cordero (President/CEO)  
Mr. Rexchell A. Querido (Employee Representative)  
Ms. Jeanilyn L. Esberto (Member Representative, North)  
Ms. Luzviminda D. Caunca (Member Representative, Central)  
Mr. Randy P. Dela Peña (Member Representative, South)  
Mr. Ricardo G. Lazatin (Advisory Council Member)  
Ms. Mercedes B. Kimwell (Advisory Council Member)

**Management Present:**  
Ms. Sherry Lou A. Salazar (Director, Operations)  
Ms. Maria Filomena C. Gibe (Chief Information and Technology Officer)  
Atty. Leonarda D. Banasen (Corporate Secretary)

**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.

Mr. Rene Cristobal led the opening prayer, followed by the reciting of TSPI Pledge by the President and CEO Ms. Alice Cordero.

**I. Approval of the Minutes of Meeting**

**The Board approved** The Board approved the Minutes of the Regular Meeting dated February 24, 2022.

**TMBAI 22-013** **ON MOTION DULY SECONDED, the Board approved the Minutes of the Regular Board Meeting dated August 11, 2022.**

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## II. Board Approval

**Digitalization Program.** Chief Information and Technology Officer/MITS Head Ms. Maria Filomena C. Gibe presented the Digitalization Program.

**The Board approved**

**2 Year Globe Tablet Program.** The subscription to a 2-year Tablet Program with GLOBE is a tool which will automate transactions and aide in effectively monitoring members' accounts (NGO Loan and MBAI Active Insurance Policies). The Globe Plan subscription includes a Samsung Tablet (AZ Lite) and monthly load of P299. This covers 800 field employees. Total investment for this Program is P9.5M staggered in 3 years and allocation will be coming from the funds assigned for capacity building. The Board approved the same.

**TMBAI 22-014 ON MOTION DULY SECONDED, the Board approved the Globe Tablet Program with a total investment of P9.5M. Said budget will be taken from the capacity building funds.**

**Microinsurance System.** Terms of payment for the purchase of Microfinance System with Rural Net was presented. IT Saving and Operational Savings were also presented. The salient features were explained and how it differs from the core system (Oradian). Total investment is at P13.25M which is a 5-year project.

The Board agreed to seek comments from Mr. Richard Dagelet on the project before the approval. Management will coordinate on the subject.

**The Board approved**

It was also agreed to invite Mr. Dagelet as member of Advisory Council given his expertise in the filled of Information Technology (IT).

**TMBAI 22-015 ON MOTION DULY SECONDED, the Board approved to invite Mr. Richard Dagelet to be a member of the Organization's Advisory Council.**

Management will also update on the developments regarding the Directors and Officers Liability Insurance for all entities covered.

**The Board approved**

**Updating of Bank Signatories.** Management requested approval on the updating of bank signatories for the Investment Management Accounts (IMA) with Metropolitan Bank and Trust Company (MBTC), Emerald Branch; and, Investment Management Accounts (IMA) with Bank of the Philippine Islands (BPI), Greenhills Branch. Management will submit to the Board the signatories' levels of approval. The Board approved the same.

**TMBAI 22-016 ON MOTION DULY SECONDED, the Board approved the following as the signatories for the Investment Management Accounts (IMA) with Metropolitan Bank and Trust Company (MBTC), Emerald Branch, to wit:**

NAME	DESIGNATION
<b>Set A</b>	
MA. LUZ A. PLANAS	Chairman
CORNELIO C. GISON	Vice Chairman
FLORENCIA G. TARRIELA	Treasurer
RENE E. CRISTOBAL	Member
ALICE Z. CORDERO	President & CEO
LEONARDA B. DIAZ-BANASEN	Corporate Secretary / Director – Legal
<b>Set B</b>	
SHERRY LOU A. SALAZAR	Director – Operations
<b>Set C</b>	
LEANDER A. AGUINALDO	Deputy Director - Operations

**TMBAI 22-017** ON MOTION DULY SECONDED, the Board approved the following as the signatories for the Investment Management Accounts (IMA) with Bank of the Philippine Islands (BPI), Greenhills Branch, to wit:

NAME	DESIGNATION
<b>Set A</b>	
MA. LUZ A. PLANAS	Chairman
CORNELIO C. GISON	Vice Chairman
FLORENCIA G. TARRIELA	Treasurer
RENE E. CRISTOBAL	Member
ALICE Z. CORDERO	President & CEO
LEONARDA B. DIAZ-BANASEN	Corporate Secretary / Director – Legal
<b>Set B</b>	
SHERRY LOU A. SALAZAR	Director – Operations
<b>Set C</b>	
LEANDER A. AGUINALDO	Deputy Director - Operations

### **III. Management Report**

President & CEO, Ms. Alice Cordero presented the following items for the information of the Board:

**A. Financial Performance (as of June 30 2022 and FYF6 2022)**

- Income Statement (For the 8-month period ending August 31, 2022 and 2021)
- Income Statement (January 2021 to December 2022)
- Balance Sheet –Assets, Liabilities and Fund Balance
- Revenue Stream (January 2021 to December 2022)



The Vice-Chair inquired on the stand of the Organization in the industry in terms of the numbers of members. If the definition of membership restricts the operations, Management should look into it. The Board agreed to table this matter for discussion in the next planning conference.

**B. Investment Portfolio (as of August 2022)**

- A. Summary of Investment Portfolio
- B. Investment Trending Graph
- C. Government Securities
- D. Corporate Bonds
- E. Corporate Bonds (by Conglomerate)
- F. Performance by Fund Manager
- G. Investment in Stocks (IMA Accounts)
- H. Investment in Stocks (by Conglomerate)

**The Board  
approved**

The Board agreed to authorized President and CEO Ms. Cordero to buy USD capped at 1M. Management is further instructed to discuss with Mr. Lazatin on the investment movements.

**TMBAI 22-018**

**ON MOTION DULY SECONDED, the Board authorized President and CEO Ms. Alice D. Cordero to purchase US dollars capped at One Million.**

**C. Operations Performance (as of August 2022)**

- Net Membership Update
- Kaagapay Update
- TSPJ MBAI Membership Report (Aug 2021- Aug 2022)
- Amount of Claims (Aug 2021- Aug 2022)

***SAMBAYANIHAN Activities:***

- Sambayanihan Center Report
- Kamalayan sa Kalusugan ng Komunidad (K3) – “Katawan ni Kristo, Kayamanan mula sa Panginoon”
- Livelihood Project with TESDA CAVITE
- Synchronous Planting
- Jan 2022 to August 2022 Marketing Payout

A copy of the Board Package is attached in this Minutes for details on the presentation.

After the presentation, the Board commended Management for the very good performance. Management is instructed to focus more on the membership and investment.

The meeting closed with a prayer led by Mr. Lazatin.

(At 11:50 am approximately, the meeting closed.)

*Confirmation of Minutes*

Confirmed as a correct Record.

Prepared by:

**ATTY. LEONARDA D. BANASEN**  
*Corporate Secretary*

Certified & Attested by:

*Revised*  
**MA. LUZ A. PLANAS**  
*Chairperson*