



# CARD Mutual Benefit Association, Inc.

## A member of CARD MRI

**To: Board of Trustees and Member Representatives**

Ms. Abundia C. Manabes	Ms. Rosemarie C. Cortes
Ms. Nimfa M. Santos	Ms. Nancy V. Santiago
Ms. Eulalia A. Villanueva	Ms. Carolina B. Banadera
Ms. Edna A. Jacalne	Ms. Luzviminda B. Alarcio
Ms. Juvelyn D. Garcia	Ms. Melvie A. Esmana
Ms. Charito A. Antolin	Ms. Naomi C. Fagutan
Ms. Thelma M. Magculang	Ms. Judith I. Maurillo
Ms. Analyn R. Andrade	Ms. Teresita L. Sasa
Ms. Cynthia D. Fajarito	Ms. Elvira V. Soria
Ms. Haydee G. Eulin	Ms. Rowena S. Sumilang
Ms. Shirley V. Isidro	Ms. Luzviminda E. Corpuz
Ms. Lelibeth A. Alberio	Ms. Victoria M. Daligdig
Ms. Evangeline R. Yonson	Ms. Imelda G. Lastimoso
Ms. Arlette A. Umali	Ms. Sonia Y. Reyes
Atty. Jomer H. Aquino	Ms. Matilde P. Rubi

### **Notice of Annual General Membership Meeting**

**Notice is hereby given that the 2016 Annual General Membership Meeting (17<sup>th</sup> General Membership Meeting) of the CARD Mutual Benefit Association, Inc. (CARD MBA) will be held on September 5, 2016 at 1:00 PM in the CARD MRI Development Institute, Inc. (CMDI) Bay Campus, Brgy Tranca, Bay, Laguna with the following agenda:**

1. Call to Order.
2. Proof of Notice of Meeting;
3. Determination of Presence of Quorum;
4. Reading and Approval the Minutes of the 2015 Annual General Membership Meeting (16<sup>th</sup> Annual General Membership Meeting) held on 8<sup>th</sup> Sept 2015;
5. Business Arising from the Previous Annual General Membership Meeting;
6. Report to Members and Presentation of the 2015 Audited Financial Statements;
7. Ratification of all the Acts and Resolutions of the Board of Trustees;
8. Approval of the Amendment of CARD MBA Articles of Incorporation and By-Laws;
9. Election of seven (7) Trustees;
10. Appointment of External Auditor;
11. Questions and Answers; and
12. Adjournment.

Details and rationale of the Agenda is available on the next page.

A record of the acts and resolutions of the Board of Trustees are with the Office of the Corporate Secretary and may be examined by anyone interested. A summary of these resolutions is shown in the Company's website. Also, the profiles of the Trustees for election are likewise disclosed in the Company website.

Every qualified Voting Member who are required to attend the regular center meetings of the partner institutions of CARD MBA, is entitled to only one (1) vote.



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The voting procedure during the meeting for the election of Trustees shall be by casting of ballots while that for voting on motions shall be by voice (“viva voce”) or other applicable methods as may be determined by the Chairman of the Meeting.

Any Member entitled to vote may be present in person, or represented by proxy. The proxy form is also available at our Main Office- Office of the Corporate Secretary, at any of our Provincial Offices or may be downloaded from <http://www.cardmba.com>

No Membership proxy shall be recognized unless a duly signed proxy form has been filed with the Office of the Corporate Secretary or at any of our Provincial Offices not later than 29 August 2016.

The presence of a member at the Annual General Membership Meeting revokes the proxy for such meeting. To facilitate proper identification, please bring any government-issued identification documents (Passport, Driver’s License, SSS/GSIS/BIR IDs or other similar documents) or member’s identification card issued by the partner institutions.

Signed this 5<sup>th</sup> day of August 2016 at San Pablo City.

**EULALIA A. VILLANUEVA**  
Corporate Secretary

### Details and Rationale of the Agenda

**1. Call to Order.** The Chairman of the Board of Trustees and President of CARD MBA, Ms. Abundia C. Manabes, will call the meeting to order.

**2. Proof of Notice of the Meeting.** The Corporate Secretary, Ms. Eulalia A. Villanueva, will certify that copies of this Notice were published through CARD MBA website and through an advisory served to the members through the Provincial Offices.

**3. Determination of Presence of Quorum.** The Corporate Secretary, Ms. Eulalia A. Villanueva, will determine the number of attendees, whether in person or by proxy, for the purpose of determining the presence of quorum to validly transact business. A simple majority (50% + 1) of the voting membership will constitute a quorum.

**4. Reading and Approval of the Minutes of the 2014 Annual General Membership Meeting held on 8 September 2015.** A copy of the draft Minutes are with the Office of the Corporate Secretary and is available for anyone who is interested during regular business hours. A copy is also available at the website of CARD MBA, (<http://www.cardmba.com>). Members will be asked to approve the draft Minutes and acknowledge the completeness and accuracy thereof. Below is the text of the proposed resolution:

“RESOLVED, that the reading of the Minutes of the 16<sup>th</sup> Annual General Membership Meeting of the CARD Mutual Benefit Association, Inc., held on 8<sup>th</sup> September 2015 at CARD MRI Development Institute, Inc. (CMDI) Bay Campus, Brgy Tranca, Bay, Laguna be, as they are hereby approved.”

**5. Discussion of Business Arising from the Previous General Meeting.** The Chairman and President will present a report on unfinished business/es, Board directives and updates on these matters.

**6. Report to Members and Presentation of 2015 Audited Financial Statements.** The Chairman of the Board and President of CARD MBA will report a summary of milestones and key achievements of CARD MBA and how the institution has performed in relation to its goals during 2015. She will also present the 2015 Audited Financial Statements for approval by the Members. Below is the text of the proposed resolution:



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“RESOLVED, that the 2015 Audited Financial Statements of the CARD Mutual Benefit Association, Inc., be, as they are hereby approved.”

**7. Ratification of all the Acts and Resolutions of the Board of Trustees.** Ratification of all the acts and resolutions of the Board of Trustees will be requested from the Members. A record of the acts and resolutions of the Board of Trustees are with the Office of the Corporate Secretary and may be examined by anyone interested. Below is the proposed resolution:

“RESOLVED, that all the acts and resolutions of the Board of Trustees of the CARD Mutual Benefit Association, Inc., from the date of the last Annual General Membership meeting held on 9<sup>th</sup> September 2015 up to and inclusive of the date prior to this Annual General Membership Meeting be, as they hereby are ratified, and approved.”

**8. Approval of the Amendment of CARD MBA Articles of Incorporation and By-Laws.** Approval of the amendment of the Article of Incorporation will be requested from the Members. Amendment will be done for the transfer of the Main Office and in compliance with the requirements of the governance. Below is the proposed resolution:

“RESOLVED, that the Amendment of CARD MBA Articles of Incorporation and By-Laws, be, as they are hereby approved.”

**9. Election of Seven (7) Trustees.** The terms of office of seven members of the Board of Trustees shall expire on September 9, 2018. Seven (7) new Board of Trustees will be elected by the members in person and in proxy. The elected Board will serve for 2 years from September 9, 2016 – September 8, 2018.

**a. Presentation of the General Duties of the Board of Trustees**

General duties of a member and officers of board of trustees will be presented so the nominees will have a knowledge of the duties and responsibilities of a Board.

**b. Nomination and Selection Procedures**

A presentation of the election guidelines as provided under the by-laws in the election of the Board of Trustees will be discussed and the procedures of the election.

**c. Election of the Board of Trustees**

Current Board of Trustees and nominated member representatives will elect seven (7) members of the Board to replace the seven (7) members of the Board whose term of office will expire. The method of election will be through secret balloting as supervise by an independent election committee.

**9. Appointment of External Auditor**

Upon recommendation of the Audit Committee, the Members will be asked to approve the appointment of the External Auditor for the period September 2016 to March 2017.

“RESOLVED, that SGV and Co., Inc. be as they hereby are reappointed as external auditor of this association, CARD Mutual Benefit Association, Inc., for the Year 2016-2017 for a remuneration to be approved by Management.”

**10. Questions and Answers**

A portion of the questions and answers will be allotted to discuss the other issues and concerns of the members.

**11. Adjournment**





**CARD MBA PROFILE OF QUALIFIED NOMINEES FOR BOARD OF TRUSTEES**

**MBA LUZON REGION 1**

	<p><b>Name: ROSEMARIE C. CORTEZ</b>            Business: <b>FISH POND</b>            Branch/Unit assigned: <b>STA. TERESITA</b>            Length of Membership: <b>6.79</b> / Age: <b>58</b>            Years as MBA Coordinator: <b>1.91</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>CAGAYAN</b>            Educational Attainment: <b>Mass Communication graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: NANCY V. SANTIAGO</b>            Business: <b>DIRECT SELLING</b>            Branch/Unit assigned: <b>CALASIAO 1</b>            Length of Membership: <b>6.53</b> / Age: <b>54</b>            Years as MBA Coordinator: <b>1.51</b>            Attendance/Repayment Ratings: <b>100%</b>            Provincial Office: <b>PANGASINAN</b>            Educational Attainment: <b>AB Economics graduate</b>            Director of Other Listed Companies: <b>No</b></p>

**MBA LUZON REGION 2**

	<p><b>Name: CAROLINA B. BAÑADERA</b>            Business: <b>TRICYCLE</b>            Branch/Unit assigned: <b>DARAGA</b>            Length of Membership: <b>11.16</b> / Age: <b>45</b>            Years as MBA Coordinator: <b>1.95</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>ALBAY</b>            Educational Attainment: <b>High school graduate</b>            Director of Other Listed Companies: <b>No</b></p>
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**MBA VISAYAS REGION**

	<p><b>Name: LUZVIMINDA B. ALARCIO</b>            Business: <b>DIRECT SELLING/BUY &amp; SELL</b>            Branch/Unit assigned: <b>DUMAGUETE</b>            Length of Membership: <b>6.97</b> / Age: <b>52</b>            Years as MBA Coordinator: <b>1.56</b>            Attendance &amp; Repayment Ratings: <b>95%/100%</b>            Provincial Office: <b>NEGROS ORIENTAL</b>            Educational Attainment: <b>Computer Science graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: MELVIE A. ESMÑA</b>            Business: <b>COMPUTER SHOP</b>            Branch/Unit assigned: <b>ROXAS</b>            Length of Membership: <b>7.62</b> / Age: <b>43</b>            Years as MBA Coordinator: <b>1.51</b>            Attendance/Repayment Ratings: <b>100%</b>            Provincial Office: <b>CAPIZ</b>            Educational Attainment: <b>Computer Secretarial graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: NAOMI C. FAGUTAN</b>            Business: <b>DIRECT SELLING/RTW</b>            Branch/Unit assigned: <b>DUMALAG</b>            Length of Membership: <b>6.07</b> / Age: <b>36</b>            Years as MBA Coordinator: <b>1.51</b>            Attendance &amp; Repayment Ratings: <b>90%/100%</b>            Provincial Office: <b>ILOILO</b>            Educational Attainment: <b>Computer Secretarial graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: JUDITH I. MAURILLO</b>            Business: <b>BUY &amp; SELL</b>            Branch/Unit assigned: <b>ISABEL</b>            Length of Membership: <b>6.23</b> / Age: <b>42</b>            Years as MBA Coordinator: <b>1.89</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>LEYTE 2</b>            Educational Attainment: <b>Computer Secretarial graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: TERESITA L. SASA</b>            Business: <b>FOOD VENDING</b>            Branch/Unit assigned: <b>TALISAY 2</b>            Length of Membership: <b>7.95</b> / Age: <b>47</b>            Years as MBA Coordinator: <b>1.75</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>CEBU 1</b>            Educational Attainment: <b>GRCO graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: ELVIRA V. SORIA</b>            Business: <b>FISHING NET</b>            Branch/Unit assigned: <b>ESPERANZA</b>            Length of Membership: <b>17.46</b> / Age: <b>50</b>            Years as MBA Coordinator: <b>1.93</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>MASBATE</b>            Educational Attainment: <b>BSED graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: ROWENA S. SUMILANG</b>            Business: <b>BUY &amp; SELL</b>            Branch/Unit assigned: <b>TACLOBAN 1</b>            Length of Membership: <b>6.64</b> / Age: <b>53</b>            Years as MBA Coordinator: <b>1.80</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>LEYTE 1</b>            Educational Attainment: <b>Accountancy graduate</b>            Director of Other Listed Companies: <b>No</b></p>

**MBA MINDANAO REGION**

	<p><b>Name: LUZVIMINDA E. CORPUZ</b>            Business: <b>SARI-SARI STORE/ FARMING</b>            Branch/Unit assigned: <b>KORONADAL 2</b>            Length of Membership: <b>7.91</b> / Age: <b>52</b>            Years as MBA Coordinator: <b>1.49</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>SOUTH COTABATO</b>            Educational Attainment: <b>Education graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: VICTORIA M. DALIGDIG</b>            Business: <b>DIRECT SELLING</b>            Branch/Unit assigned: <b>MALALAG</b>            Length of Membership: <b>9.58</b> / Age: <b>56</b>            Years as MBA Coordinator: <b>1.81</b>            Attendance/Repayment Ratings: <b>90%/100%</b>            Provincial Office: <b>DAVAO 2</b>            Educational Attainment: <b>High school graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: IMELDA G. LASTIMOSO</b>            Business: <b>SARI-SARI STORE</b>            Branch/Unit assigned: <b>KIDAPAWAN 1</b>            Length of Membership: <b>8.39</b> / Age: <b>45</b>            Years as MBA Coordinator: <b>1.83</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>NORTH COTABATO</b>            Educational Attainment: <b>Secretarial graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: SONIA Y. REYES</b>            Business: <b>KALAN MANUFACTURER</b>            Branch/Unit assigned: <b>BUHANGIN 1</b>            Length of Membership: <b>9.18</b> / Age: <b>51</b>            Years as MBA Coordinator: <b>1.65</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>DAVAO 1</b>            Educational Attainment: <b>Management graduate</b>            Director of Other Listed Companies: <b>No</b></p>
	<p><b>Name: MATILDE P. RUBI</b>            Business: <b>FISH POND CULTIVATOR</b>            Branch/Unit assigned: <b>TANDAG 1</b>            Length of Membership: <b>5.48</b> / Age: <b>51</b>            Years as MBA Coordinator: <b>1.92</b>            Attendance &amp; Repayment Ratings: <b>100%</b>            Provincial Office: <b>AGUSAN DEL SUR</b>            Educational Attainment: <b>Business Administration graduate</b>            Director of Other Listed Companies: <b>No</b></p>