



**Simbag sa Emerhensya asin Dagdag Paseguro  
Mutual Benefit Association, Inc. (SEDPMBA)**

3/F The Chancery, Cathedral Compound,  
Old Albay District, Legazpi City, Albay, Philippines  
Telefax: (052) 481-4449 Email: sedp\_mba@yahoo.com.ph

---

**To: SEDPMBA BOARD OF TRUSTEES**

Rev. Fr. Rex Paul Arjona	- President
Rev. Fr. Jose Victor E. Lobjrigo	- Vice-President
Ms. Jennifer Casco	- Secretary
Ms. Amy Bombuhay	- Treasurer
Rev. Fr. Jonnathan Calleja	- Independent Trustee
Ms. Teresita Galang	- Independent Trustee
Mr. Andres Paclibar	- Member

**MEMBER REPRESENTATIVE**

Ms. Evelyn Laot	- MBA Coordinator, Nabua, Camarines Sur
Ms. Janette Ubalde	- MBA Coordinator, Calatagan, Virac, Catanduanes
Mr. Carlito Estuaria	- MBA Coordinator, Castila, Sorsogon
Ms. Salve Sabangon	- MBA Coordinator, Masbate City
Mr. Rodolfo Baylon	- MBA Coordinator, Catarman, Northern Samar
Ms. Jessica Belarmino	- MBA Coordinator, Tabaco City
Ms. Rochelle Biato	- MBA Coordinator, Albay, Legazpi City
Ms. Lany Sario	- MBA Coordinator, Libon, Albay

**NOTICE OF ANNUAL GENERAL MEMBERSHIP MEETING**

The 2020 Annual General Membership Meeting of the Simbag sa Emerhensya asin Dagdag Paseguro Mutual Benefit Association, Inc., (SEDPMBA) will be held on July 25, 2020, Saturday at 9:00 in the morning at SEDP Social Hall, 4<sup>th</sup> Floor The Chancery Building Cathedral Compound, Legazpi City 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 2019 Annual General Membership Meeting
5. Discussion of the Business Arising from the Previous General Meeting
6. Presentation and Acceptance of 2019 Audited Financial Statements
7. Presentation and Ratification of 2019 Summary of Board Resolution and Amendment of By-Laws
8. Presentation and Approval of the 2020 Plan and Budget
9. Approval of the Appointment of External Auditor
10. Questions and Answers
11. Adjournment

Herewith is the attached detail of the proposed 2020 Annual General Membership Meeting Agenda.

In connection with Covid-19 Outbreak protocol, all participants that are physical present during the meeting are advised to wear facemasks and practice physical distancing since the safety and well-being of our employees and members is our highest priority.

Furthermore, the conduct of our Annual General Meeting during this MGCQ period is a combination of virtual (through Zoom) and physical attendance.

Thank you and God bless.

Signed this 3<sup>rd</sup> day of July 2020 at Legazpi City, Albay.

  
**MS. JENNIFER C. CASCO**  
Corporate Secretary

Noted By:

  
**REV. FR. REX PAUL ARJONA**  
President

## **PROPOSED 2020 ANNUAL GENERAL MEMBERSHIP MEETING AGENDA**

### **1. Call to Order**

The President of SEDP MBA Rev. Fr. Rex Paul Arjona, will call the meeting to order.

### **2. Proof of Notice of the Meeting**

Ms. Jennifer Casco, the Corporate Secretary will certify that copies of this Notice were published through SEDP MBA Website, SEDP MBA Facebook page and through the SEDP MFI Branches.

### **3. Determination of Presence of Quorum**

Ms. Jennifer Casco, the Corporate Secretary will determine the number of attendees, whether in person or by proxy, for the purpose of determining the presence of a quorum.

### **4. Reading and Approval of the Minutes for the 2019 Annual General Membership**

The previous minutes encompass all matters discussed in the Agenda presented during the conduct of the 2019 AGM Meeting. Significant proposals, reports, amendments, and plans were presented, discussed, approved, and ratified.

The members will be asked to approve the draft Minutes and acknowledge the completeness and accuracy thereof. Below is the proposed resolution:

“RESOLVED, that the reading of the Minutes of the 10th Annual General Membership Meeting of the Simbag sa Emerhesya asin Dagdag Paseguro Inc., (SEDP MBA) held on 25th May 2019 at SEDP Social Hall, 4<sup>th</sup> Floor The Chancery Building Cathedral Compound, Legazpi City, as hereby approved.”

### **5. Discussion of the Business Arising from the Previous General Meeting**

The President will present a report on partial developments, Board mandates, and updates on these matters.

### **6. Presentation and acceptance of 2019 Audited Financial Statements**

Financial statements will be presented to update general members regarding the Financial Status of the SEDP MBA. The member will be informed of the stability and sustainability of the Association thereby acknowledging the efficiency of SEDP MBA Operations as regulated by the Insurance Commission. Below is the proposed resolution:

“RESOLVED, that the 2019 Audited Financial Statements of the Simbag sa Emerhensya at Dagdag Paseguro Mutual Benefit Association, Inc., (SEDP MBA) is hereby approved.”

#### **7. Presentation and Ratification of 2019 Summary of Board Resolution and Amendment of By-Laws**

The President will present and discuss all the Board of Trustees Instruction to the Management, Board decisions and Board Resolutions relevant to the overall SEDP MBA Operations including the appointment of the external auditor. This will be subject to the ratification of the general membership. Below is the proposed resolution:

“RESOLVED, that all the acts and resolutions of the Board of Trustees’ of the SEDP MBA from January 2019-December 2019, is hereby approved.”

#### **8. Presentation and Approval of the 2020 Plan and Budget**

Presentation of SEDP MBA priority Programs for 2020 and proposed Budget for the operationalization of programs and services to its members and stakeholders.

#### **9. Approval of the Appointment of External Auditor**

Upon the SEDP MBA Management and Board of Trustees recommendation, the Members will be asked to approve the appointment of the accredited External Auditor of the Insurance Commission for the period January 2020 to December 2020.

“RESOLVED, that the Simbag sa Emerhensya asin Dagdag Paseguro, Inc., (SEDP MBA) reappointed the Quilab and Garsuta (Certified Public Accountant) Mr. Rico Quilab, Managing as the external auditor for the Year 2020”

#### **10. Questions and Answers**

This portion will be allotted to discuss the other issues and concerns of the members.

#### **11. Adjournment**