



**MINUTES OF THE ANNUAL GENERAL MEETING**  
March 21, 2024, at the Training Hall, 3F NWTF Bldg. 1

**PROOF OF ATTENDANCE OF FOUNDATION MEMBERS:**

1. Maria Teresa L. Montelibano	In person
2. Myrna L. Desabelle	In person
3. Janet Jalbuena	In person
4. Irma Madonna G. Echaus	In person
5. Wilhelmina R. Gonzales	In Person
6. Corazon A. Henares	In person
7. Suzzette D. Gaston	In person
8. Elmira P. Maglasang	In person
9. Ma. Florencia T. Logrono	In person
10. Maria Regina B. Martin	Via Zoom (with Proxy)
11. Syrel Z. Aplao	In person
12. Raymond Patrick S. Serios	In person
13. Gilbert Stephan S. Maramba	In person
14. Ma. Agnes T. Jalandoni	In person
15. Francis Joseph Jalandoni	In person
16. Roberto G. Abello	Absent

Also present: Ma. Jacinta M. Alba

**AGENDA**

1. Opening Prayer
2. Certification of Proof of Notice & Determination of Quorum
3. Reading and Approval of the March 23, 2023, Annual General Meeting Minutes
4. Report of the Chairperson
5. Treasurer’s Report of the 2023 Audited Financial Statements
6. Ratification of the Board Resolutions & Management Decisions in 2023
7. Election of Trustees for 2024
8. Appointment of Auditors and Legal Counsel for 2024
9. Results of the 2024 Elections
10. Adjournment

**THE MINUTES**

**1. CALL TO ORDER**

The Chairperson of the Board, JS Jalbuena, called the meeting to order at 1:30 pm and presided over the meeting.

**2. CERTIFICATION OF NOTICE AND QUORUM**

The Corporate Secretary, MJPM Alba, certified that the Notice of Annual Meeting was sent to all Foundation members on February 18, 2024. She also confirmed the presence of 15 Foundation members in person, with one absent, declaring a quorum.

**3. APPROVAL OF THE MINUTES OF THE 2023 MEETING**

After a short review of the Minutes of March 23, 2023, Annual General Meeting, it was approved as presented.

4. REPORT OF THE CHAIRPERSON

Chairperson JS Jalbuena made her annual report on the performance of the Foundation for 2023.

5. TREASURER’S PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS

Corporate Treasurer, ML Desabelle, presented the 2023 Audited Financial Statements that were approved by the Board on March 18, 2023, to the General Membership.

6. RATIFICATION OF THE BOARD RESOLUTIONS AND DECISIONS OF THE BOARD AND MANAGEMENT FROM JANUARY 1 TO DECEMBER 31, 2023

Corporate Secretary MJPM Alba presented the list of 2023 board-approved resolutions and they were duly ratified by the general membership.

7. ELECTION OF TRUSTEES FOR 2024

Following the election procedure spelled out in the Governance Manual, the election was done by secret balloting.

8. APPOINTMENT OF EXTERNAL AUDITORS AND LEGAL COUNSEL

The General Membership approved to retain the KPMG as External Auditors and Torres and Sy Law Office as Legal Counsel of the Foundation.

9. RESULT OF THE 2024 ELECTIONS


Corporate Secretary MJPM Alba announced the result of elections for the two vacant positions who will serve for a three-year term from 2024-2027. She also presented the names and remaining terms of the other five Trustees.

	NAME	TERM OF OFFICE	YEARS COVERED
1	Gaston, Suzzette	1 year remaining	2024 – 2025
2	Desabelle, Myrna		2024 – 2025
3	Henares, Corazon		2024 – 2025
4	Echaus, Irma Madonna	2 years remaining	2024 - 2026
5	Martin, Maria Regina		2024 – 2026
6	Jalbuena, Janet	3 years remaining	2024 - 2027
7	Maglasang, Elmira		2024 – 2027


10.ADJOURNMENT

With no other matters raised, and after a motion was duly made and seconded, the meeting adjourned at 2:00 pm.

Prepared by:

  
MA. JACINTA PRESENTACION M. ALBA  
Corporate Secretary

Attested by:

  
CORAZON A. HENARES  
Chairperson