



MERALCO EMPLOYEES MUTUAL AID AND BENEFITS ASSOCIATION, INC.

Employee Services Center, Meralco Compound, Ortigas Avenue, Pasig City

Telephone Numbers: 1622-6993, 6994, 3930 and 3936

Email Address : memaba.staff@meralco.com.ph

Website : www.memaba.com.ph

NOTICE OF ANNUAL GENERAL MEMBERSHIP MEETING

7 October 2019

TO: **ALL MEMABA MEMBERS**

Please be informed that the **Annual General Membership Meeting** of the MERALCO Employees Mutual Aid and Benefits Association, Inc. (MEMABA, Inc.), pursuant to its By-Laws, shall be held on **Tuesday, 10 December 2019, 9:00 a.m.**, at the MERALCO Mini-Theater, Lopez Building, Meralco Center, Ortigas Ave., Pasig City.

Registration will start at 8:00 am and close at 9:00 am or immediately before the Chairman calls the meeting to order.

Agenda are as follows:

1. Call to Order

The Chairman, Mr. Jerry B. Lao, will call the meeting to order.

2. Introduction of the Members of the Board of Trustees and Officers; and Reading of Ground Rules to be Observed during the Meeting

The Chairman will introduce the members of the Board of Trustees and Officers for year 2019. The Corporate Secretary, Mr. Elmer T. Manansala, will explain the ground rules that will be observed during the meeting, intended to ensure fair, orderly and efficient proceedings, and, ultimately, the protection of the rights of all the members.

3. Proof of Notice of the Meeting

The Corporate Secretary will certify that written notices of the meeting have been served to all members of record as of 31 August 2019.

4. *Determination of Quorum*

The Corporate Secretary will certify the number of attendees present, either in person or represented by proxies, to determine the existence of a quorum as provided for in Association's By-Laws.

5. *Approval of the Minutes of the Previous Annual General Membership Meeting held on 11 December 2018.*

The members will be asked to approve the Minutes of the Annual General Membership Meeting held last 11 December 2018. The copies of the Minutes are made available for examination during office hours at the Association's office and posted at the Association's website: www.memaba.com.ph.

6. *Report of the Chairman of the Board of Trustees*

The Chairman will deliver his report on the financial and operating results of the Association as of November 2019.

7. *Ratification of the Acts of the Board of Trustees*

The members will be asked to approve and ratify all Resolutions passed by the Board of Trustees; and all the acts made by the Management for the success of the Association during the year 2019.

8. *Appointment of an External Auditor for the Audit of the Association's 2019 Financial Statements*

The Chairman will present for approval the appointment of an external auditor that will audit the Association's 2019 Financial Statements. The recommendation of the Board of Trustees was the result of their preliminary selection based on the existing policies.

9. *Election of the Members of the Board of Trustees for the Year 2020-2021*

The members will be given the opportunity to individually elect the Trustees who will serve for the year 2020-2021 by ballots. The Chairman will explain the rules to be observed in election and canvassing of the ballots. The Corporate Secretary will announce the names of the nominees for the election of Regular Trustees and Independent Trustees. The Election Committee will report the votes received by each nominee and will declare the seven (7) nominees for the Regular Trustees and two (2) nominees for Independent Trustees who received the highest number of votes as the duly elected Trustees.

The profile of each nominee is contained in the document accompanying this Notice.

10. Other Matters

The Chairman will allow a reasonable opportunity for members to ask questions or make comments on the management of the Association.

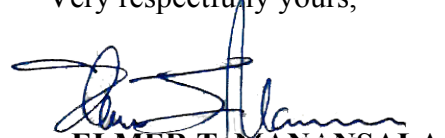
11. Adjournment

After discussing and/or resolving all matters included in the agenda, the Chairman will declare the adjournment of the meeting.

Your presence, either in person or proxy, during the meeting is earnestly requested as important matters affecting your interests shall be taken up.

In case you cannot attend in person during the said meeting, you are enjoined to designate a proxy, via the attached proxy form, and submit the same to MEMABA Office, Employees Services Center, Ortigas Ave., Pasig City on or before **22 November 2019**. Your designated proxy will vote for and in your behalf on any of the items in the agenda and on any and all matters brought to the floor for the approval of the members.

Very respectfully yours,



ELMER T. MANANSALA
Corporate Secretary