

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

PRAXIS FIDES MUTUAL BENEFIT ASSOCIATION, INC.

#35 Paseo del Congreso, Catmon, City of Malolos, Bulacan
Tel No. (044) 791-3558; (044) 662-4288

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
November 24, 2022

In attendance:

| | |
|-----------------------|------------------------------|
| Fr. Romualdo Go | - Chairman of the Board |
| Ms. Julieta Cruz | - Vice-Chairman of the Board |
| Ms. Ma. Estela Santos | - Trustee/ Secretary |
| Mr. Allan Martin | - Trustee/Treasurer |
| Ms. Virginia Saclot | - Trustee/Auditor |
| Ms. Emilia Pasco | - Independent Trustee |
| Ms. Liberty Bardinias | - Independent Trustee |
| Mr. Gener Luciano | - President |
| Ms. Maricel Samson | - Corporate Secretary |

I
PLACE AND TIME OF MEETING

This meeting of the Board of Trustees of Praxis Fides Mutual Benefit Association, Inc. was held on November 24, 2022 at 09:00 AM at the principal office of the corporation at No. 35 Paseo Del Congreso, Catmon, Malolos City.

II
PRESIDING OFFICER AND SECRETARY

The Chairman of the Board Fr. Romualdo Go presided over the meeting, while Ms. Maricel Samson, Corporate Secretary, recorded the minutes of the proceedings.

III
PRESENCE OF QUORUM AND CALL TO ORDER

Chairman Fr. Romualdo Go called the meeting to order with an opening prayer at 9:00 AM led by Trustee Emilia Pasco. All the trustees were present and the meeting, having been duly convened, was ready to proceed with business.

IV
CONSIDERATION OF THE MINUTES OF THE PREVIOUS MEETING HELD ON OCTOBER 27, 2022

The minutes of the regular meeting of the Board of Trustees held on October 27, 2022 was provided in advance for the members' perusal and consideration.

Comments/corrections were made on the following:

Page 2 Line 62: change "is" to "are"
Page 2 Line 63: change company to "companies"

Whereupon, upon motion made by Trustee Virginia Saclot, duly seconded by Trustee Ma. Estela Santos and unanimously adopted, the minutes was approved as corrected.

51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72

V

MATTERS ARISING FROM THE PREVIOUS MINUTES OF MEETING

1. New Table of Organization

Vice-Chair Julieta Cruz reported that the new Table of Organization has been finalized last November 15, 2022 by the Sub- Committee in Organizational Development under Corporate Governance.

2. Human Resource information System (HRIS) status

Praxis Fides MBAI will start incorporating the HRIS program on January 2023.

3. Maxicare status

Maxicare was considered as one of the benefits to be given to our Employees first and possible to our Workforces in the future. For further study if this plan will be beneficial to our Association and to them. The modification of Health Benefits of Workforces and Employees was assigned to Compensation Committee.

4. Outreach Program

The BOT approved that this year outreach program was done individually of their chosen beneficiaries.

VI

PRESIDENT'S REPORT

1 INCREASE IN GUARANTY FUND OF REGULAR AND MICROINSURANCE MBAs

Insurance Memorandum Circular (IMC) No.2-2006 dated April 24, 2006 was issued mandating all existing MBAs to increase their Guaranty Fund to Twelve Million Five Hundred Thousand Pesos (P12,500,000.00) on or before 31 Dec 2006, while new MBAs or one that is sought to be rehabilitated must possess an initial Guaranty Fund equivalent to not less than 25% of the minimum paid-up capital required for new insurance companies or One Hundred Twenty Five Million Pesos (P125,000,000.00) effective 01 July 2006

Thereafter, IMC No.9-2006 dated Oct 25,2006 was issued requiring all microinsurance MBAs to possess a Guaranty Fund equivalent to not less than Five Million Pesos (P5M), which shall be maintained at all times. It further states that every year thereafter, all microinsurance MBAs must increase their Guaranty Fund by an amount equivalent to five percent (5%) of their gross premium collections until the amount of the Guaranty Fund reaches 12.5% of the required capital for domestic life insurance companies.

The disparity between the established regulations on regular and microinsurance MBAs necessitates an update and harmonization of the Guaranty Fund requirement. Moreover the aforementioned ceiling of 12.5% is determined to be lower than the requirement under the Amended Insurance Code. Hence, there is a need to increase the existing Guaranty Fund to a maximum amount equal to 25% of the minimum net worth requirement for domestic life insurance companies.

To add, the Guaranty Fund Deposit of an MBA is equivalent to the Security Deposit of an Insurance Company, which would cover any valid benefit claim of its members.

Julieta Cruz
Julieta Cruz
John
John
Manuel

With the current economic environment and financial situation of the industry, the Commission necessitates an update and harmonization of the Guaranty Fund requirement to both microinsurance and regular MBAs for purposes of proportional regulation.

Under Section 437(d) of the Amended Insurance Code, pursuant to the powers granted to the Insurance Commissioner the following rules and regulations are hereby promulgated:

Section 1. Initial Guaranty Fund

Pursuant to Section 405 of the Amended Insurance Code, no MBA, whether regular or microinsurance, shall be issued a license to operate as such unless it has constituted and established an initial Guaranty Fund of Five Million Pesos (P5M) and deposited the same with the Insurance Commission in the form prescribed under Section 4 of the IC Circular Letter pertaining to Guaranty Fund increase.

A microinsurance MBA is defined as an MBA wholly engaged in the business of providing microinsurance for its members. An MBA shall be considered wholly engaged in microinsurance if:

- (a) It only provides microinsurance policies to its members; and
- (b) It has at least five thousand (5,000) member-clients.

Section 2. Increase in Guaranty Fund

All MBAs with existing Certificates of Authority as of the date of issuance of the said Circular Letter are required to "annually increase" their respective existing Guaranty Fund deposit with the IC **starting audit year 2022** by an amount equivalent to five percent (5%) of the gross premium collected annually, subject to the maximum amount provided under Section 3.

For purposes of computing the current year's Guaranty Fund deposit, five percent(5%) of the gross premium collected for the current year shall be added to the verified/examined Guaranty Fund deposit of the immediately preceding year. Provided, that no instance shall the Guaranty Fund deposit be less than the Guaranty Fund requirement.

Section 3. Maximum Required Guaranty Fund

A licensed MBA is required to increase its existing Guaranty Fund deposit with the IC from the initial minimum amount to an amount equal to the capital investment required of an existing domestic insurance company under Section 209 of the Amended Insurance Code.

The Commissioner may, however, provide a ceiling on the maximum Guaranty Fund requirement as he deems fit, which is equivalent to the aggregate sum insured for basic life policy or that of required under Section 209 of the Amended Insurance Code, whichever is lower.

Section 4. Form Of Guaranty Fund

All MBAs shall deposit to with the IC the Guaranty Fund in either of the following forms:

(a) Cash

All cash to be received by the Insurance Commissioner for this purpose must be placed in an interest-bearing deposit account deposited in a commercial bank under the name of the

Agustin
Antonio
Roberto
Alfonso
Sebastián
Manuel

IC for the account of the MBA, provided that such bank obtained a minimum composite rating of three(3) from the Bangko Sentral ng Pilipinas' Supervisory Assessment Framework (SAFr)2.

(b) Government Securities (GS)

All government securities must be lodged under the IC's non-tradable sponsored client account of the National Registry of Scriptless Securities System (NRoSS). In addition, the notarized deed of assignment, notarized deed of undertaking, and copies of bank confirmation of outright sale in relation to the newly purchased GS must be submitted to the IC in compliance with all relevant and existing CLs.

Section 5. Recording Of The Increase In Guaranty Fund

For prudential reporting, build-up of the Guaranty Fund shall be recorded as follows:

| Account Title | Debit | Credit |
|---|-------|--------|
| Unappropriated or Unassigned Fund Balance | xxx | |
| Appropriated or Assigned Fund Balance - Guaranty Fund | | xxx |

Considering all the aforementioned requirements re Guaranty Fund, Praxis Fides MBA is compliant with the existing regulations and is compliance-ready of the specific requirement of the 5% increase effective audit year of 2022.

Deposited under Insurance Commission (Investment Services Division) (Note 3)

| Type (Note 4) | BANK | Serial Number | Value Date | Date Issued | Maturity Date | Face Value | Fair Market Value | Amortized Costs |
|-----------------|-----------------------------|---------------|------------|-------------|---------------|-------------------|-------------------|-------------------|
| 1 RTB | BANK OF COMMERCE | PIID1023H046 | 8/15/2013 | 8/15/2013 | 8/15/2023 | 3,000,000 | 3,000,000 | 3,000,000 |
| 2 RTB | CHINABANK | PIID1023H046 | 8/15/2013 | 8/15/2013 | 8/15/2023 | 2,000,000 | 2,000,000 | 2,000,000 |
| 3 RTB | BANK OF COMMERCE | PIID2032C014 | 3/1/2012 | 3/1/2012 | 3/1/2032 | 5,000,000 | 5,000,000 | 5,000,000 |
| 4 RTB | FIRST METRO INVESTMENT CORP | PIID2032C014 | 3/1/2012 | 3/1/2012 | 3/1/2032 | 2,000,000 | 2,000,000 | 2,000,000 |
| 5 RTB | LANDBANK | PIID0323B101 | 2/11/2020 | 2/11/2020 | 2/11/2023 | 5,000,000 | 5,000,000 | 5,000,000 |
| 6 RTB | LANDBANK | PIID0525H130 | 8/12/2020 | 8/12/2020 | 8/12/2025 | 5,000,000 | 5,000,000 | 5,000,000 |
| 7 RTB | LANDBANK | PIID0528I160 | 9/7/2022 | 9/7/2022 | 3/7/2028 | 5,000,000 | 5,000,000 | 5,000,000 |
| 8 TIME DEPOSIT | EASTWEST BANK | 200036945906 | 2/13/2019 | 2/13/2019 | 2/13/2024 | 5,000,000 | 5,000,000 | 5,000,000 |
| 9 TIME DEPOSIT | RCBC | 9023063064 | 1/26/2018 | 1/26/2018 | 1/27/2023 | 5,000,000 | 5,000,000 | 5,000,000 |
| 10 TIME DEPOSIT | VETERANS BANK | 5890 | 5/4/2018 | 5/4/2018 | 5/5/2023 | 1,000,000 | 1,000,000 | 1,000,000 |
| 11 TIME DEPOSIT | ROBINSONS BANK | RBANK24-0743 | 7/16/2018 | 7/16/2018 | 1/16/2024 | 3,000,000 | 3,000,000 | 3,000,000 |
| 12 TIME DEPOSIT | PRODUCERS BANK | 41 | 2/1/2019 | 2/1/2019 | 8/1/2024 | 3,000,000 | 3,000,000 | 3,000,000 |
| | | | | | | 44,000,000 | 44,000,000 | 44,000,000 |

73
74
75
76
77
78
79

VII
COMMITTEE REPORTS

Compensation Committee

1. Cash Gift of the Board of Trustees

[Handwritten signatures and initials on the right margin]

80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111

112
113
114
115
116
117
118
119
120
121
122

The Compensation Committee approved, and hereby recommends to the BOT that this year's BOT cash gift will be the same as that being received/enjoyed by the previous set of BOTs since 2019. **The BOT unanimously approved the recommendation.**

Starting this year there will be BOT evaluation. The one who will evaluate them is their fellow committee members.

2. 2021 Employee's Performance Appraisal (EPA) increase of PF's employees

PFMBAI has an existing yearly salary increase at a maximum rate of 10%. It was only in 2020 that the increase rate has been decreased to a maximum of 3% because of the pandemic.

After thorough deliberation, the Compensation Committee agreed that the 2021 EPA increase of the employees will be the same rate as that of the previously approved pandemic rate of 3% across-the-board in the absence of the annual evaluation.

Moreover, said increase will be of great help to the employees to meet their needs during these trying times when our country is currently experiencing a 7% inflation rate.

The BOT approved the 3% increase for 2021 and the released of salary differential from January to November 2022. It was justifiable and reasonable given the appropriated budget and income.

3. Amended Retirement Plan Rules

The trustee bank (China Bank Savings) suggested that it is more convenient for PF to just amend the existing plan rules rather than submit a new one to lessen/avoid presenting more documents to comply with the requirements of the trustee bank.

In addition to this, PF needs to submit the amended plan rules before the release of the Employees' Retirement Benefit with a target date on the 2nd week of December.

Audit Committee

1. ROLEE's System

PF had a meeting last November 16, 2022 with Rolee's representative, Mr. Beng Payson. Mr. John Carlo Sayo discussed the task that the management has been doing using the existing system. He also discussed the "wishlists" of PFMBAI for the system that will be developed like having a separate portal for every member to view their contribution and account status and a system that runs online and has a cloud database and not using VPN because it has its limitation. Mr. Payson said that he requested all documentation and workflow, including the "wishlists" of PFMBAI, be sent to him via email and that he will discuss it to his immediate supervisor for possible changes in quotation price.

Aguz
Mintan
Geno
Job
Saica
for

123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165

The BOT approved to have an Adhoc Committee for PF Financial System, to be headed by DC Maricel Samson together with DC Bernadette De Guzman, MIS John Carlo Sayo, and Accounting Head Ellaine Carla Pasco as members. Included in their responsibilities is to provide an updates about the Praxis Fides MBAI System every now and then.

2. AR's Retirement/Bond to outside the books fund

This Fund was put up and maintained for the retirement of the AC/ARs when they reach the maximum age of 75 years. A portion of the fund may also be used to answer for any unremitted collection (URC) of the AC/AR. Upon retirement or separation from PFMBAI, the AC/AR may withdraw his contribution from the AR's Benefit Fund including the corresponding employer share plus his proportionate share in any income generated by the fund.

The personal share of AC/ARs are computed based on percentage from the incentives while the company's share is computed based on the service years rendered by the AC/AR.

PFs Counterpart for AR's Benefit/Retirement Fund comes from Marketing Fund 2. It is a direct expense of the Association. **(BOT Report No.36 12/12/2014).**

The Audit Committee recommended that the AR's Benefit/Retirement Fund to outside the book fund having no Employee & Employer relationship and to reduce the liability of the Association.

The Board of Trustees approved the recommendation that AR's Benefit/Retirement Fund to outside the book fund.

To open a separate account for "PF AR's Retirement" and the PF President, Coordinator of Coordinators (CC), Vice CC and the Treasurer of the Area Coordinators are the signatories.

3. Lis Pendens of Nueva Ecija Property

- Cancellation of annotated lis pendens in the 2 Titles of Nueva Ecija properties is recommended to protect the rights of the Association.
- To Board Risks Oversight Committee.

The board asked for the status of lis pendens of Nueva Ecija property, which resulted in assigning DC Rosanna Jose to do the monitoring of Praxis Fides MBAI assets together with San Jose del Monte City properties that totalled of 37,500 sq.m. for three (3) titles, located at the upper portion of Padre Pio and near in the project of ABSCBN Universal Studio. This properties recorded classification as horticultural. The non-title in this area is amounting to ₱250/sq.m. while the titled property zonal value amount ranges to ₱2,000-₱2,700/sq.m and the selling price of ₱3,500.00/sq.m. The investment Committee planning to put fence to our property to identify which is which.

The board listed this matter for their monitoring together with San Jose del Monte property about the issue of over lapping. DC Rosanna Jose is assigned to monitor and make a progress report as needed.

4. Budget Tool for 2023

The Audit Committee presented the Budget tool for 2023 together with some notes:

NOTE:

- 1 This budget tool for 2023 is based on the actual expenses for the period of October 2021-September 2022.
- 2 The 5% increase on the particular account is based on the actual expenses.
- 3 For code 601,607,612 2023 actual expense is suspected to decrease due to new Table of Organization.
- 4 All MEN3 expenses are expected to increase in 2023 but proportionate to income because of its variability.
- 5 Contract for Pandi Fence will not be present in 2023 because of finished project.
- 6 Under doubtful accounts, ECL Policy 2023.
- 7 Lights & Water Conservation Program.
- 8 Donation for death shall no longer be deducted from Support Fund instead, any donations for deaths (mortuary) shall be shouldered by marketing fund.
- 9 Due to revalidation of PF Tax Exemption, wtax for per dlem, honorarium is temporarily on hold.

166
167

Expenses - Budget 2023

| EXPENSES | Actual Expense as of Sept 2022 | Forecast |
|---------------------------------------|-----------------------------------|----------------------|
| Operating Expenses | | |
| MEN 1 | | |
| 606 BOT Allowance & Remunerations | 384,250.00 | 403,462.50 |
| 609 Professional & Other fees | 433,610.00 | 455,290.50 |
| 639 Allowance & Honorarium | 290,000.00 | 304,500.00 |
| 627 Administrative Expense | 884,459.95 | 928,682.95 |
| MEN 2 | | |
| 601 Salaries & Wages | 11,202,876.04 | 11,763,019.84 |
| 612 Employees & Benefit | 5,561,470.09 | 5,839,543.59 |
| 621 Sec, Janitorial & Messengerial | 30,500.00 | 32,025.00 |
| 619 SSS, MED, ECC/HDMF | 785,262.62 | 824,525.75 |
| 620 HDMF Contributions | 187,919.05 | 197,315.00 |
| 607 Transportation & Travel | 4,726,066.87 | 4,962,370.21 |
| 637 Retirement Expense | 3,838,829.70 | 4,030,771.19 |
| MEN 3 | | |
| 643 AR/AC Transportation Allowance II | 1,311,682.02 | 1,377,266.12 |
| 625 AR/AC MC Incentives | 26,542,234.87 | 27,869,346.61 |
| 629 AR/AC Loan Incentives | 2,937,012.52 | 3,083,863.15 |
| 630 AR/AC Finder's Fee | 337,408.58 | 354,279.01 |
| MEN 4 | | |
| 635 Commission Expense | 887,233.63 | 931,595.31 |
| 636 Contractor's Fee | 197,884.37 | 207,778.59 |
| MEN 5 | | |
| 640 Medical Expense | 948,515.00 | 995,940.75 |
| 644 Miscellaneous-CSR | 236,063.00 | 247,866.15 |
| MARKET | | |
| 605 Meetings & Conferences | 2,184,898.18 | 2,294,143.09 |
| 613 Advertising & Promo | 18,699.01 | 19,633.96 |
| 604 Representation | 9,669.00 | 10,152.45 |
| 638 Marketing Expense | 406,598.81 | 426,928.75 |
| 645 Training & Seminar | 29,573.28 | 31,051.94 |
| PROCESS DIRECT | | |
| 602 Stationaries & Supplies | 1,340,183.26 | 1,407,192.42 |
| 626 Insurance Claims | 13,680,000.00 | 14,364,000.00 |
| PROCESS OPERATING | | |
| 622 Depreciation | 1,635,449.99 | 1,717,222.49 |
| 624 Doubtful Accounts | 3,300,000.00 | 3,465,000.00 |
| 614 Postage & Stamps | 7,140.00 | 7,497.00 |
| 615 Gas & Oil | 73,570.41 | 77,248.93 |
| 611 Lights & Water | 649,521.94 | 681,998.04 |
| 608 Telephone & Communication | 349,901.85 | 367,396.94 |
| 610 Rent | 797,487.38 | 837,361.75 |
| 616 Insurance Expense | 1,257,459.01 | 1,320,331.96 |
| 617 Taxes & Licenses | 616,466.12 | 647,289.43 |
| 618 Books & Periodicals | 2,805.00 | 2,945.25 |
| 603 Repairs & Maintenance | 213,060.70 | 223,713.74 |
| 623 Miscellaneous | 383,424.19 | 402,595.40 |
| 632 Income Tax Expense | 94,456.16 | 99,178.97 |
| Total Operating Expenses | 88,773,642.60 | 93,212,324.73 |
| Total EXPENSES | 88,773,642.60 | 93,212,324.73 |

Prof
 Eques
 C. Santos
 J. Amor
 Hon. Atty. L. S. S. S.
 L. S. S. S.

168
169

170 The management will balance the recommended budget and each departments/branches also do the
171 budgeting.

172 The Audit Committee recommended the Proposed Budget Tool for the year 2023 because it is
173 acceptable and justifiable considering the inflation rate of 7.7 %.

174 **The Board of Trustees approved the presented budget tool for 2023 amounting to ₱ 93,212.324.73.**

175

176 **5. 2020 & 2021 Unused Expenses**

177 ➤ The Audit Committee recommended to revert back the year 2020 and 2021 unused
178 expenses to Free and Unassigned Surplus Account and to give advantage in computing
179 the excess earnings of the Association.

180 **The Board of Trustees approved the recommendation of Audit Committee.**

181

182

Investment Committee

183

184

1. Schedule of Maturity (December 2022)

185

| Time Deposits | Term | Bank | Branch | Rate | Amount | Maturity Date | Remarks |
|---------------|-----------------|-------------------|------------|-----------|---------------|---------------|---------------------------|
| Savings Bank | 122 days | Chinabank Savings | MALOLOS | 3.50% | 4,000,000.00 | 12/05/2022 | to Marketing Fund |
| Savings Bank | 122 days | Chinabank Savings | MALOLOS | 3.50% | 2,000,000.00 | 12/05/2022 | to Medical Fund |
| Savings Bank | 120 days | Chinabank Savings | BALIUAG | 3.50% | 5,000,000.00 | 12/09/2022 | |
| Comm. Bank | 120 days | PBCOM | MALOLOS | 1.75% | 2,000,000.00 | 12/12/2022 | |
| Savings Bank | 118 days | Producers Bank | BOCAUE | 1.75% | 5,291,051.32 | 12/14/2022 | |
| Comm. Bank | 120 days | PNB | BALAGTAS | 2.75% | 10,000,000.00 | 12/19/2022 | |
| Savings Bank | 5 years + 1 day | PNB | MARILAO | 3.375% | 3,000,000.00 | 12/19/2022 | |
| Comm. Bank | 61 days | EastWest Bank | MALOLOS | 3.45% | 2,000,000.00 | 12/19/2022 | transfer from USB-MAL |
| Savings Bank | 120 days | Chinabank Savings | SAN RAFAEL | 3.50% | 5,000,000.00 | 12/23/2022 | |
| Comm. Bank | 62 days (SSA) | Chinabank | GUIGUINTO | 3.35% net | 3,000,000.00 | 12/27/2022 | |
| Comm. Bank | 91 days (PYA) | Chinabank | GUIGUINTO | 3.80% net | 12,000,000.00 | 12/28/2022 | US\$ 203,962.34 x P 38.95 |
| Savings Bank | 63 days | Chinabank Savings | MALOLOS | 3.50% | 5,035,000.00 | 12/28/2022 | |
| Savings Bank | 90 days | Chinabank Savings | BALAGTAS | 3.50% | 2,000,000.00 | 12/28/2022 | to Marketing fund |
| Comm. Bank | 37 days | EastWest Bank | MALOLOS | 4.10% | 10,000,000.00 | 12/29/2022 | |
| Savings Bank | 181 days | Bank of Makati | MALOLOS | 0.875% | 1,000,000.00 | 12/29/2022 | |
| Comm. Bank | 153 days | R C B C | MALOLOS | 3.25% | 10,000,000.00 | 12/29/2022 | |

186 The totalled amount of ₱81,326,051.32 will matured in December 2022 to recognize the income
187 from these time deposits.

188

189

190

191

192

193

194

195

196

197

198

199

200

201

202

203

204

205

206

207

208

209

210

211

212

213

214

2. Placement Recommendation

For new investment, the offer was presented to BOT for approval:

| Type of Investment | Issuer | Broker | Term | Div/Interest | Amount to Invest |
|--------------------|--------|--------|---------|--------------|------------------|
| Time Deposit | EWB | | 37 days | 4.10% | 10,000,000.00 |
| | | | | | |
| | | | | | |

For post-approval only

The board unanimously approved the placement recommendation.

Credit Committee

A. MENDOZA, JOSIELYN

Status: Delinquent Not Matured Account

Request: To restructure her account and to give discount to their interest and penalties.

DOL: 6/18/2013

215 MAT: 6/18/2023
216 Rate: 14% diminishing rate
217 Term: M120
218 Age of loan: 9 years
219

220 Offer to pay the following:

| | | | |
|-----|---------------|------|---------------------|
| 221 | December | 2022 | 300,000.00 |
| 222 | January | 2023 | 100,000.00 |
| 223 | February | 2023 | 100,000.00 |
| 224 | March | 2023 | 300,000.00 |
| 225 | April | 2023 | 100,000.00 |
| 226 | May | 2023 | 100,000.00 |
| 227 | June | 2023 | 500,000.00 |
| 228 | TOTAL: | | 1,500,000.00 |
| 229 | | | |

230 *Once restructured, the Management recommends waiving the expense load for this account.
231

232 **Approval: The Credit Committee APPROVED to restructure the account for 5 years; adjusted**
233 **the penalty to straight computation as follows:**

| | | | |
|-----|---------------|---------------------|---------------------------|
| 234 | Principal: | 2,819,340.00 | |
| 235 | Interest: | 2,400,707.61 | |
| 236 | Penalty: | 104,401.00 | (Prin bal + Int bal *.02) |
| 237 | Advances: | 135,705.00 | |
| 238 | TOTAL: | 5,460,152.22 | |
| 239 | | | |

240 **And shall provide the following:**

- 241 1. Shall sign new Promissory Note
- 242 2. Shall issue new Post-dated checks
- 243 3. Shall update her equity to 50,000.00.
- 244 4. Shall submit updated Tax dec, or and clearance for 3 titles
- 245 5. Shall submit updated SPA for 3 titles.
- 246

247 **The Board of Trustees unanimously approved restructuring her loan and waiving the expense load.**
248
249

250 **B. ROBLES, GIDEL**

251 Status: Matured Delinquent
252 Request: To restructure her account and to give discount to their interest and penalties.
253 DOL: 6/18/2013
254 MAT: 6/18/2023
255 Rate: 16% straight payment
256 Term: 5 years
257 Age of loan: 9 years
258 Statement of Account:
259 Principal: 1,671,230.00
260 Interest: 1,511,917.00
261 Penalty: 173,104.00
262 Advances: 42,708.00
263 Total: 3,398,959.00
264

[Handwritten signatures and initials on the right margin, including names like Gaudin, Gaudin, and others.]

265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308
309
310
311
312
313
314

Borrower's counter offer: Will issue Post-dated checks 50,000.00 per month until maturity date.

*Once restructured, the Management recommends waiving the expense load for this account.

Approval: The Credit Committee APPROVED to restructure the account for 3 years; and discount the penalty computation as follows:

| | | |
|------------|--------------|---------------------------|
| Principal: | 1,671,230.00 | |
| Interest: | 1,511,917.00 | |
| Penalty: | 63,662.94 | (Prin bal + Int bal *.02) |
| Advances: | 42,708.00 | |
| TOTAL: | 3,289,517.94 | |

And shall provide the following:

1. Shall sign new Promissory Note
2. Shall issue new Post-dated checks
3. Shall update her equity to 30,000.00.
4. Shall submit updated Tax dec, or and clearance for 3 titles
5. Shall submit updated SPA for 3 titles.

The Board of Trustees unanimously approved restructuring his loan and waiving the expense load.

C. SPECIAL POWER OF ATTORNEY (SPA)

Based on our loan policy which was revised last 2021, that, "SPA shall be limited to immediate family member and whose age shall not be more than 70years old. Updated SPA is requires for every loan renewal."

I presented 2 letters from our dear borrower who wants to renew their loan, due to these restriction borrowers with nth loan or with good credit standing are prohibited/ prevented to renew their account. Mr Allan Martin and AC Eduardo Santos agreed to give chance/s to our members who has good track record and to borrowers who patronized our loan products.

Approval: The Crecom APPROVED the decision to accept SPA whose title owners are over and above 70yrs, for repeat borrowers only with good credit standing. The Credit Officer shall justify the capacity and the loan history of the account. Also, shall explain to the borrower/s that once the title owner/s is/ are departed they should automatically settle the whole balance. The justification must be written on the Proposal Sheet page 2 under: Remarks/ Exception against the existing policy.

The Board of Trustees suggested this matter for further study.

D. INCREASE LOANABLE AMOUNT AND DECREASE INTEREST RATE FOR COLLATERAL BORROWERS

Mr Allan Martin proposes to increase the loanable amount to 80% from 50% provided that the borrower/s meets the 3c's (Capacity, Collateral and the Character).

| | |
|---------------------------------------|------------------------------------|
| Existing: | Proposal: |
| 50% regular percentage | 80% w/ good credit standing and to |
| 70% w/ good credit standing/ Nth loan | all members w/ qualified 3c's |

[Handwritten signatures and initials on the right margin:]
 [Signature]
 [Signature]
 [Signature]
 [Signature]
 [Signature]

315
316
317
318
319
320
321
322
323
324
325
326
327
328
329
330
331
332
333
334
335
336
337
338
339
340
341
342
343
344
345
346
347
348
349
350
351
352
353
354
355
356
357
358
359
360
361
362
363

Also the Credit Committee agreed to minimize the interest as follows:

| | |
|----------------------------------|----------------------------------|
| Existing: | Proposal: |
| 8% for workforce | same |
| 12% for Housing/ Lot Acquisition | 10% for Housing/ Lot Acquisition |
| 14% for business loan and others | 12% for business loan and others |

Recommendation: The Credit Committee hereby recommends increasing loanable amount up to 80% of the Total Market Value and decreasing interest rate for collateral from 14% to 12% only.

The Board of Trustees believe this move is more acceptable and it is more competitive with that of the same field. The Board of Trustees unanimously approved decreasing interest rate from 14% to 12% for our Real Estate Mortgage (REM) loan.

VIII
AGENDA

- 1. **NON-PERFORMING LOAN ACCOUNTS**
(see above Credit Committee reports – Ms. Josielyn Mendoza and Mr. Gidel Robles)

IX
OTHER MATTERS

- 1. **Bahay Pari (Retirement Home)**
A Retirement Home for our beloved priest will raise at Tabe, Guiguinto, Bulacan and Praxis Fides MBI will donate the amount of One Million pesos (₱1,000,000.00) or Five Hundred Thousand pesos (₱500,000.00) for two (2) years starting this year as part of the association's Corporate Social Responsibility.
The BOT approved this project.
- 2. **BOT Christmas celebration**
The BOT Christmas get-together is on December 9, 2022 at 12:00 pm @ Pork Chop Express Grill House Parulan, Plaridel, Bulacan.
- 3. **Outreach Program budget**
The Board of Trustees agreed and approved that the budget for the outreach program this year is ₱21,000 – Marketing Fund and additional ₱49,000 – BOT Fund.
- 4. **Petridelis farm visit and Thunderbird accommodation**
Chairman Fr. Romualdo Go suggested to schedule the farm visit on January 2023 and use the Thunderbird complimentary ticket before the Annual General Assembly on March.
- 5. **Medical Benefits of Workforce**
Trustee Liberty Bardinas to review the medical assistance for workforce based on recruitment quota per month. -Diminution of benefits.
- or set a ceiling number of total members, once reached and maintained the numbers, can avail Medical assistance

[Handwritten signatures and initials on the right margin]

364
365
366
367
368
369
370
371
372

373

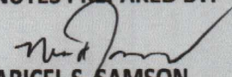
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389

The History of Medical Benefits Criterion will be one of the agenda in the next BOT meeting.


X
ADJOURNMENT


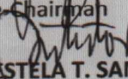
There being no other matters to discuss, the meeting was adjourned at 2:47 PM with a closing prayer led by Trustee Liberty Bardinas and final blessing by Chairman Fr. Romualdo Go.

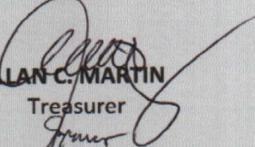
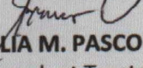
MINUTES PREPARED BY:

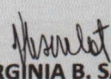
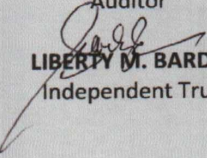

MARICEL S. SAMSON
Corporate Secretary

ATTESTED BY:


FR. ROMUALDO C. GO
Chairman of the Board


JULIETA B. CRUZ
Vice-Chairman

MA. ESTELA T. SANTOS
Secretary


ALLAN C. MARTIN
Treasurer

EMILIA M. PASCO
Independent Trustee


VIRGINIA B. SACLOT
Auditor

LIBERTY M. BARDINAS
Independent Trustee