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**MINUTES OF THE MEETING**

2nd Board of Trustees Meeting

September 8, 2019 | Coconut House, Quezon Memoria Circle, Quezon City

**I. ATTENDANCE**

1. Roy Cabonegro, Chairperson & President (P.O.)
2. Cyrus Ogorida, Secretary
3. Dr. Betsy Casem Alegre-Chua, Treasurer
4. Mr. Emmanuel Astillero, Auditor
5. Ms. Denia Mauricio Clacio, Assistant Treasurer
6. Representative for Ms. Nina Santiago, Assistant Auditor
7. Mr. David D’ Angelo, Spokesperson

**II. KEY AGREEMENTS**

1. Presidents' Report and Annual Financial Reports (2014-2018) due extended till next Board meeting.
2. Strategic, Operations & Resource Mobilization Plans (2019-2022) to be completed next 2 weeks.
3. To ensure control of the new Tresurer of financial management, our bank account will be move to Malolos Land Bank. Other fiscal management-related decisions are:
	1. All collections shall be issued O.R.s by the treasurer with downloadable online forms for distance transactions
	2. All expenditures shall be covered by numbered, dated vouchers, also in online downloadable forms.
	3. Officers may authorize vouchers except where he/she is the requesting party.
	4. The treasurer will submit to the BOD, during its monthly meeting a financial statement of income and expenditures, w/the monthly bank statement, as a supporting doc.
	5. The auditor shall examine and countersign the treasurer's financial statement
	6. A balance sheet shall be issued by the treasurer no later than Jan 30, following the close of the fiscal year on December 30.
	7. An external auditor (yet to be appointed by the BOD) will examine and certify to the annual balance sheet, and the year-end financial statement - in addition to the internal auditor.
4. Basic Chapter with individual membership with 1 vote each and organizational membership from local basic sector groups with 2 votes was affirmed as city/town level. District, Province, Regional party consolidation will be called DIVISIONS headed by appointed convenors for purposes of engaging governance mechanisms at these levels. Through these levels of our organization and until the National Assembly, the delegation will be heads of each basic city/town chapters each with one vote regardless of size of chapter.
5. Besides our geopolitical chapter structure, we will also convene national level basic sector assemblies. The convenors of these assemblies will be represented in every National Assembly with one vote each and permanent seats in the National Council These national sectoral assemblies will be composed of organizational sectoral group members from each city/town chapters. We will engage national basic sector groups including environmental NGOs and alliances through strategic partnership and not membership in the party.
6. An official publication of the organization with ISBN registration with the National Library shall be created and manage by the Advocacy Committee.
7. We are encouraging all local city/town chapters and provincial divisions to seek accreditation with their LGUs.
8. An updated and complete directory of all chapters and members will be made available to all leaders ASAP
9. All payments of membership fees, registration for paid events, donations, sponsorships and grant support shall be centralize to our bank account.
10. Funding intended for local chapters will be kept in trust until there is enough for said chapters to open their own bank account and manage them.
11. As a matter of policy, all local chapters must have a bank account and its monthly bank statement and financial statement reported to the National Treasurer.
12. Changing previous agreements, the Oct 5-6 8th Nat Council Mtg will no longer be just the Party Assembly Prep Comm mtg but to be convene as the 1st National Assembly of the Party. All Regional, Provincial, City/Town Convenors are hereby directed to conplete their recruitment of additional convenors to form core groups in additional local chapter areas to reach the 50%+1 geo political coverage requirements. All affidavits attesting to these will be submitted on the Oct 5-6 assembly and if we are able to comply with the basic requirements of COMELEC, jumpstart the registration process right away.
13. An International Affairs Coordinator position is hereby created to assist the Chair in our representation i the Global Greens and APGN. The Chair will appoint an appropriate person for the post given this is a delegated function of the Chair.
14. In principle, all current strategic partnerships being pursued are hereby approved directing the Execom to monitor and the President to sign appropriate MOAs/MOUs.
15. As auditor, let me reiterate the Suggested Financial Management Guidelines, as discussed in the last BOD 17 Aug 2019.

Prepared by: Noted by:

MR. CYRUS OGORIDA MR. ROY CABONEGRO

Secretary of the Board President

Adopted by the Board of Trustees during its 3rd Meeting held 26th October 2019:

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| ROY CABONEGROChairperson & President | DR. ROWENA DOHILIO RESSURECCIONVice President |
| MR. CYRUS OGORIDASecretary | PSTR. BERNARDO CAINONGAssistant Secretary |
| DR. BETSY CASEM ALEGRE-CHUATreasurer | MS. DENIA MAURICIO CLACIOAssistant Treaasurer |
| MR. DAVID D’ ANGELOPublic Relations Officer & Spokesperson | MR. EMMANUEL IKAN ASTILEROAuditor |
| MR. NINA SANTIAGOAssistant Auditor | MR. JOEY FLORESMember-at-Large |
| MR. ANDY ROSALESMember-at-Large | MR. PRECIOUS VELASQUEZMember-at-Large |
| MR. ROLAND CARUBMember-at-Large |  |