



Founded July 15, 1981
A Non-Profit Corporation
Under 501 (C) 3 Tax Exempt
Status No. 13-3119113

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Alumni Foundation, Inc.

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Minutes of the **Annual Meeting**
UERMMMCI ALUMNI FOUNDATION, Inc.
July 04, 2013
RENAISSANCE HOTEL
999 Ninth Street NW, Washington D. C.

Call to Order & Welcome: by Dr. Isabelita B. Casibang, Chairman of the Board
@ 12:35pm

Invocation was given by Dr. Hedy J. Windsor

Introduction of the guests made by Dr. Isabelita B. Casibang, Chairman of the Board

Inspirational Talk delivered by guest Dr. Estherbelle Heceta, widow of the late Dr. Wilmer G Heceta.

Dr. Estherbelle Heceta first asked to be excused for not being able to accept the first invitation in last year's meeting. Excerpts from her talk: "Wilmer was all about service... service to all... very much more to the medical school." She stressed and explained the 333 Fund that the late Dr. WG Heceta started and how she would now like to carry this on. Dr. Estherbelle Heceta mentioned that "one of Wilmer's favorite songs was the Impossible Dream. He was at peace when he passed away. She urged "let's pursue this dream, most specially for the medical school. The following was her Wish List:

- (1)to facilitate raising funds for the 333 Fund,
- (2)to get a list of all alumni in the USA then send a mass mailing,
- (3)to appoint 2-3 leaders from each class to follow-up on this and solicit,
- (4)to make donations convenient, i.e. electronic accessibility
- (5)to set aside separate time like the Donor Appreciation Night to explain and have further understanding of the fund and where the money was being used."

Dr. Estherbelle Heceta was very grateful and appreciative of the special time given to her at this meeting.

Roll Call & Credentials Report: Conducted by the secretary, Dr. Ruby Reyes

Declaration of Quorum by Dr. El Castro, Parliamentarian

Attendees: 9 Board of Trustees (BOT), 11 Non-BOT Officers, 1 Community volunteers, 2 Alliance, 3 UERMMMCI officials, 9 Guests

There was no reading of the Minutes of the previous convention and Sept. 6, 2012 Special Teleconference since this was previously distributed electronically to the group for review. No addendums nor deletions were made.

Comment from Dr. Bayani Elma to spell out the official names of the persons recorded in the Minutes was noted in addition to specifying where the full reports can be found and filed.

Motion to approve the Minutes of last year's annual convention meeting and Sept. 6, 2012 Teleconference was made by Dr. Renato Raymundo

Vote: Unanimous (9 BOTs)

Status: Adopted, Minutes approved.

Dr. Isabelita B. Casibang, Chairman, reminded the group to approved Consent Calendar Schedule for the year and the Convention Rules of Order previously distributed and discussed during the Sept 6, 2012 Teleconference. There were no questions nor further discussions.

President's Report was given by Dr. Elmer Gilo. (The report is attached to the original of these minutes)*

Dr. Elmer Gilo mentioned there has been an improvement in receipt of acknowledgements from the medical school and that we (the UERM AFUSA) are very transparent. He also urged that "we should continue to educate our alumni regarding the mission of the AFUSA and its financial disclosures". Furthermore, he recommended that the new BOTs plan to attend the leadership workshop by the Strategic Planning Committee and read the list of books recommended (this was previously emailed and distributed to all).

Treasurer's Report was given by Dr. Belen Gilo (The complete report attached to original of these minutes)*

A detailed report was circulated electronically and additional hard copy reports were made available. Dr. Elmer Gilo presented the proposed budget.

The audited Treasurer's report was approved and seconded.

Finance, Budget & Investment (FBI) Committee Report given by Dr. Elmer Gilo. (The report is attached to the original of these minutes)*

Dr. Gilo referred to the Investments Reports portfolio with Ameriprise, JP Morgan, Merrill Lynch. In the discussions, Dr. El Castro indicated that an annual analysis is the responsibility of the Foundation.

Motion to review the current status of the investments was made by Dr. Raymundo for further discussion in a special teleconference. This was seconded.

Gift-In-Kind (GIK) Committee Report given by Dr. Orson Battad

(The report is attached to the original of these minutes)*

Dr. Battad emphasized the need for a congruent policy between AFUSA and the medical school. In addition, to coordinate with the Treasurer in using the appropriate receipts/forms to the donors. Discussion on the floor ensued regarding type of donations, whether a nonprofit entity can donate to a for profit organization. Dean Alfaretta Tan Reyes clarified the relationship between the medical school and the hospital – “the Medical Center is a non-stock/nonprofit institute to a service hospital”.

Motion to approve the GIK Committee report was made by Dr. Elmer Gilo.

Vote: Unanimous

Status: Approved

Scholarship and Financial Committee (SFAC) Report was given by Dr. Belen F. Gilo.

(The report is attached to the original of these minutes)*

Alliance & Friends Report was delivered by Mrs. Esther Querubin (The report is attached to the original of these minutes)*

Mrs. Leticia Rigor also presented the treasurer’s report of the Alliance and acknowledged Dr. & Mrs. Conrad Miranda for their help in formulating the CBL of the Alliance. Dr. Elmer Gilo reminded the group of the current 501c3 status of the Alliance and that they were second highest in the Donors list.

Residents Award Committee (RAC) Report given by Dr. Renato Raymundo

(The report is attached to the original of these minutes)*

Dr. Raymundo informed the group that the last communications with the medical school was in January 2013 and there were 7 recipients. He appealed for the generosity from the BOTs since funding for these awards comes from the General Fund. Furthermore, he requested from the Dean to improve the communications from counterparts of the RAC in the medical school. The Dean informed us that Dr. Andres Borrromeo will be taking over the RAC in the medical school since the residents are now under his supervision.

Dr. El Castro stressed the importance of reconciling the information between the USA and the Philippines because of compliance requirements and if possible be more specific.

Fund Raising Committee (FRC) Report (The report is attached to the original of these minutes)*

was not presented since Dr. Freshnedi Valen was not able to attend. Dr. Isabelita B. Casibang presented briefly an overview of the “Tree of Philanthropy” proposed by the FRC in the hope of attracting more donors and donations.

Dr. Elmer Gilo expounded briefly on the current value of the 333 WG Heceta Fund which has a total of \$80,702.

Newsletter Editor's Report (The report is attached to the original of these minutes)* The report was electronically distributed prior to the meeting and was not presented since Dr. Samuel Piga was unable to attend.

On behalf of Dr. Samuel Piga, Dr. Isabelita B. Casibang requested for the approval of Dr. Piga's budget for maintaining the website. She also mentioned that anything involving expenses or budget should be approved annually. In addition, Dr. El Castro suggested to use the 5-year framework format with annual reconciliation in making budget proposals.

Dean's Report was given by Dean Alfaretta Tan Reyes, MD (The report is attached to the original of these minutes)*

Dean Reyes gave a power point presentation summarizing AFUSA-Funded scholarships and other AFUSA donations to the medical school and supported projects. The acknowledgement receipts were also hand delivered by her for record keeping and filing.

She mentioned about the Faculty Development programs helping to enhance personal effectiveness and faculty mentoring the student from the first year until they graduate. The Community Service and Research programs are ongoing. Regarding the Library, books are still being accepted. Dean Reyes also asked about using the excess from other programs to purchase certain books that are needed urgently. She will be sending a letter to the Board making this request so that it can be approved.

In addition, Dean Reyes informed the group that "they are currently deciding on where to relocate the library because it needs to be expanded."

Dr. El Castro also suggested that the Foundation support review classes to improve the passing rate in the Board Exams.

Report by Dr. Andres Borrromeo on the UERM Memorial Hospital Transformation Project (attached power point presentation)*

Dr. Borrromeo also explained the Medical Indigent Fund program being conducted by the Hospital and made a plea to support this. Dr. Jacqueline Gamiao, donated \$1000 from the Michigan Chapter towards this project.

Report from MAAAI was given by Dr. Neda Ballon-Reyes

(The report is attached to the original of these minutes)*

Dr. Neda Ballon Reyes reported that the MAAAI started its support for the Dean's Scholarship Fund this year. In addition, she suggested revisiting the DAP and Indigent Fund asking for the feasibility of both AFUSA and MAAAI to con-

tinue this program. Dr. Elmer Gilo clarified the current status of the DAP fund and that it is now under Community Service.

NEW BUSINESS:

(1) Dr. Eric Nagtalon's request for funding of the First Dr. Ludivino de Guzman Memorial Lecture that will be held starting December 2013 to celebrate the 25th Anniversary of the Department of Anesthesiology. The request was for \$1000 per activity. (see attached email of letter sent to Drs. E Gilo and Isabelita Casibang on 7/2/2013)

- Dr. Benjamin Rigor pledged to give the initial funding of \$600.00

(2) Dean's request regarding the Dr. Wilmer Heceta Memorial Lecture to be held in the Philippines

ADJOURNED @ 5:30 PM

Submitted by: Dr. Ruby CE Reyes, Secretary
7/15/2014

*Full reports on file with Secretary and/or UERM AFUSA website

2013 Minutes of the Meeting APPROVED at the Annual Meeting in Las Vegas on July 17, 2014