



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

## University of the East Ramon Magsaysay Memorial Medical Center Alumni Foundation, Inc.

**Office of the Chairman**  
4520 Oberlin Ave.  
Lorain, OH 44053  
440-988-2265  
[reque@aol.com](mailto:reque@aol.com)

**EXECUTIVE OFFICE**  
Suite 312, 370 Seventh Avenue  
New York, NY 10001  
Tel.: 212-629-6265  
Fax: 212-643-8083  
<http://www.uermafusa.com>

**Office of the President**  
6303 West Vein Road  
Bowie, MD 20720-4645  
Tel.: (301) 352-0733  
[ibcasibang@aol.com](mailto:ibcasibang@aol.com)

---

### Minutes of the **Regular** Convention Meeting **UERMMMCM ALUMNI FOUNDATION, Inc.** **1 July 2010, Thursday** **Marriott Hotel & Resort** **Newport Beach, CA**

**Welcome Address:** Dr. Vickie Casibang, President, welcomed the attendees and introduced the BOTs, officers and other committee volunteers present

**Invocation:** by Dr. Rene Querubin

**Call to Order:** by Dr. Rene Querubin, Chairman of the Board, @ 1:10 pm

**Roll Call:** Conducted by the secretary, Dr. Ruby Reyes

**Attendees:** 10 BOTs, 13 Community volunteers, 2 Alliance, 2 UERMMMCM officials,  
4 Guests

**Declaration of Quorum:** by Dr. Isabelita Casibang, parliamentarian

There was no reading of the minutes of the Teleconference Meetings on October 24 & Dec 01, 2009 and Feb 15, 2010. Minutes of these meetings were previously sent by e-mail to all BOT members and officers and more hard copies were distributed during the meeting. No addendums nor deletions were made.

**Motion to approve the minutes of all 3 teleconference meetings (10/24/09, 12/01/09 and 02/15/2010) was made by Dr. Elmer Gilo.**

**Vote: Unanimous (10 BOTs)**

**Status: Adopted, all 3 teleconference minutes approved.**

**Treasurer's Report was given by Dr. Elmer Gilo** (complete report attached)

A detailed report was circulated electronically and additional hard copy reports were made available. The treasurer's report showed the total net assets of \$740,278 as of the end of fiscal year 2009. (Total net assets at beginning of 2008 were \$601,998; total revenue of \$230,806 from Jan 1 to Dec 31, 2009; total expenses was \$92,525).

Dr. Gilo also presented an algorithm showing the proper procedure to be followed when requesting for grants from the AFUSA.

**Motion made to approve the audited Treasurer's Report made by Dr. Sam Dona**

**Vote: Unanimous**

**Status: Adopted**

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

Mrs. Querubin informed the group of the tax exempt status that was received from the state of California on June 30, 2010. A copy of this document will be supplied to the AFUSA for record keeping.

**Chairman's Report was given by Dr. Rene Querubin.** (The report is attached to the original of these minutes).

**Motion to file chairman's report made by Dr. Sam Dona**

**Vote: Unanimous**

**Status: Approved**

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

**Motion to file chairman's report made by Dr. Sam Dona**

**Vote: Unanimous**

**Status: Approved**

**Constitution & By-Laws Committee Report given by Dr. Zosimo Herrera.** The report is attached to the original of these minutes.

Dr. Herrera stated that there were only 2 changes in the CBL under Article III, Section 4. Action Without a Meeting - the addition of *Section 4(a) A facsimile or electronic transmission of an email showing the author's email address and date and time on file with the AFUSA shall constitute an official signature as to the stance of the author and shall be placed on record with the minutes of the proceedings of the board or the committee. It is the responsibility of each author to ensure that the electronic information they submit are synchronous by the computer they use to the current time and date.* AND under Article III, Section 5. Participation by Telephone - the addition of *Section 5(a) Participation may include electronic communication (email, blog, webcast), provided the electronic communications identifies the author by his email address on file with the board, their first and last name, date and time of said communication. It is the responsibility of each author to ensure that the electronic information they submit are synchronous by the computer they use to the current time and date.*

**Motion to approve the CBL changes made by Dr. Sam Dona**

**Vote: Unanimous**

**Status: Adopted**

**Dean's Report given by Dean Alfaretta Tan Reyes, MD**

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/filing. Dean Reyes mentioned taking it upon herself and her office to keep on top of the acknowledgements of donations received from the AFUSA. There was particular mention to the Soup Kitchen-Nutrition Project that will be elaborated in the community service committee report. Regarding the Medical Center Library Development Program: the matter of facilitating versus holding the donation(s) was discussed in addition to asking the recipient(s) of the GIK donations whether the items were needed prior to shipping these.

Dean Reyes also expressed the need of her office for 3 computers since the current one needed upgrading and for better efficiency of record keeping and electronic communications. In closing, Dean Reyes expressed her heartfelt gratitude for all the support they received during the Ondoy disaster.

Dr. Andy Borrromeo gave a slide presentation showing the post-Ondoy improvements in the physical plant of the Medical School with pictures of future changes. He informed the group that the total donations Phil Peso = 3,548,121.80 came from Philippine MDs, USA RNs and MDs with >50% from USA RNs and MDs. UE Main donated Phil Peso 24Million. He further added that there would be a reconfiguration of the current facility and need for 300-400K.

**Scholarship and Financial Aid Committee (SFAC) – Report given by Dr. Belen Gilo.**

The report is attached to the original of these minutes.

During the discussion several propositions were made regarding the scholarships:

Dr. Elmer Gilo suggested sponsoring a silver scholar every year from each class

Dr. Valen suggested adding the name of the donor – e.g. Raymundo Silver Scholarship

These suggestions would be taken up by the committee and presented to the Board for approval.

**Motion to approve SFAC report made by Dr. Querubin**

**Vote: Unanimous**

**Status: Approved**

**Gift-In-Kind (GIK) Committee Report given by Dr. Sam Dona.** The report is attached to the original of these minutes.

**Motion to file the GIK Report made by Dr. Raymundo**

**Vote: Unanimous**

**Status: Approved**

**Finance, Budget & Investment (FBI) Committee Report given by Dr. Elmer Gilo.**

The report is attached to the original of these minutes.

Dr. E. Gilo presented the Budget for 2010 (SY 2011-12) which showed Total Revenue & Support

of \$106,350; Expenses of \$105,276 and an excess on operations of \$1,074. Expenses included total program expenses of \$76,800 and total supporting services of \$28,476.

**Motion to approve the budget was made by Dr. Raymundo**

**Vote: Unanimous**

**Status: Approved**

**Faculty Development Committee (FDC) Report given by Dr. Felix Evangelista**

The report is attached to the original of these minutes.

Dr. Evangelista emphasized the need to coordinate funding for Faculty Development projects between the local chapters and the national alumni association to avoid duplication.

Dr. Susan Suntay responded that with her administration, they are already working with the local alumni chapters to select a particular project or program to support and named the following:

MARVADC supports the Young Alumni; So Cal – Faculty Development; Midwest – scholarships; No Cal – medical missions (US based and abroad).

**Motion to file FDC report made by Dr. Vickie Casibang**

**Vote: Unanimous**

**Status: Approved**

**Community Service Committee Report was presented by Dr. Ned Valen.**

The report is attached to the original of these minutes.

**Motion to file CSC report made by Dr. Rene Raymundo**

**Vote: Unanimous**

**Status: Approved**

**Fund Raising Committee (FRC) Report given by Dr. Ned Valen.**

The report is attached to the original of these minutes.

Dr. Valen also made an appeal to the group to support the planned Donor Appreciation Hour Raffle.

**Motion to file the FRC Report made by Dr. Nanette Pasatiempo**

**Vote: Unanimous**

**Status: Approved**

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

The report is attached to the original of these minutes.

Dr. Raymundo informed the group that the issue of delay in awarding the money to the recipients has been corrected. Dean Reyes added that she has been reminding the recipients (i.e. committee in the Philippines) to do their part and fill out the forms required and outlined in the policy procedures. Furthermore, she said that the acknowledgements are usually sent within 1 week.

**Motion to file the RAC report made by Dr. Querubin**

**Vote: Unanimous**

**Status: Approved**

**Library Committee (LC) report given by Dr. Nanette Pasatiempo**

The report is attached to the original of these minutes.

Dr. Pasatiempo presented the results of the AFUSA Library Survey conducted from Feb to May 31, 2010 through electronic method using SurveyMonkey. There were 70/100 responses: 60% med students, 8.5% Residents/Interns, 28.5% Faculty, 3% Other (College PT). The results revealed that books were the immediate needs of the library; journals were not so much utilized and the educational CDs/DVDs were not used. The following recommendations for potential projects of the LC include: (1) online version of textbooks, (2) electronic journal subscription, (3) additional desktop computers in the library (there are currently only 3), (4) improve broadband access and (5) Tutorial on how to best access the online resources.

Q&A/Discussion/Comments:

Dean Reyes mentioned that only the 4<sup>th</sup> year med students & residents (PG1) use the journals

Dr. Orson Battad informed the group of his meeting with the committee on his visit to the medical school: There were 4 major users of the computers in the library: Med students, nursing students (this is the largest group 65-75%), PT students and others – faculty, etc. Only 25% of med students use the library since most of them have their own laptops. Therefore, what appears to be the need is an improved online accessibility as mentioned by Dr.Pasatiempo.

**Motion to File LC report made by Dr. Dona**

**Vote: Unanimous**

**Status: Approved**

**Audit & Ethics Committee (AEC) report given by Dr. Tessie Torres**

The report is attached to the original of these minutes.

A suggestion was made to distribute and use the various checklists to all BOTs, officers and community volunteers which include the following:

- (1) To assess financial activities in Nonprofit Organizations (NPO)
- (2) For an assessment of Legal Activities in U.S. NPO
- (3) To Evaluate a Nonprofit Board of Directors
- (4) To assess fundraising activities of a NPO
- (5) Human Resource Management Indicators for NPOs
- (6) Planning Assessment for NPOs

**Motion to file the AEC report made by Dr. Elmer Gilo**

**Vote: Unanimous**

**Status: Approved**

**Strategic Planning Committee (SPC) report read by Dr. Tina Manio**

The report is attached to the original of these minutes.

**Motion to file the SPC report was made by Dr. Sam Dona**

**Vote: Unanimous**

**Status: Approved**

**Report of the Newsletter Editor given by Dr. Sam Piga**

The report is attached to the original of these minutes.

There was a discussion on how to encourage & convince more alumni to get involved in the concerns of the Medical School at the local (Philippines) and international (mainly US) levels. Some suggestions: (1) have the official UERM Med School website place links to the websites of the AFUSA and MAAAI and vice versa, (2) send newsletter to Class websites or email groups. Dr. Piga said he would just need the information of the class sites/groups to be able to add these group links to the AFUSA website.

**Move to File the Editor's report made by Dr. Ned Valen**

**Vote: Unanimous**

**Status: Approved**

**Report from MAAAI – submitted by Dr. Irene Manlapaz who was not present for the meeting.**

The report is attached to the original of these minutes.

Dr. Susan Sunstay, incoming president of MAAAI, attended and represented the Alumni Association. She made an appeal and asked for everyone's help on the beginning of her administration since "she was starting from scratch". She added that her administration will also be forming an Ethics Committee.

**ADDITIONAL MATTERS:**

**ELECTION OF NEW BOARD OF TRUSTEES FOR 2010-2013**

**VOTED BY ACCLAMATION**

**Elmer Gilo**

**Ruby Reyes**

**Orson Battad**

**Marita Guevarra**

**Zosimo Herrera**

**ADJOURNED @ 5:30 PM**

**ADDENDUM:**

August 15, 2010 - **Approval of Memorandum of Understanding (MOU) of UERMMM Nursing Alumni Association Scholarship Trust Fund** presented by Mrs. Amor Castro, Past President of the UERMMM Nursing Alumni Association USA, Inc. via electronic messaging (email) to the BOTs. Number of votes: YES = 12

Submitted by: Dr. Ruby CE Reyes, Secretary  
March 15, 2011

APPROVED FOR FILING – March 18, 2011