



MAKATI COMMERCIAL ESTATE ASSOCIATION, INC.

Washington SyCip Park, Legazpi St., Legazpi Village, Makati City

Tel. No.: 813-2446, 810-3054 • Fax: 810-3194 • E-mail: macea100@yahoo.com

April 26, 2016

MEMORANDUM CIRCULAR 2016-06

FOR: ALL MEMBERS

RE : AGENDA, 53RD ANNUAL MEMBERSHIP MEETING

The following matters will be considered in the Annual Membership Meeting of the Makati Commercial Estate Association, Inc. (MaCEA) to be held at 9:00 a.m. on Tuesday, May 17, 2016, at the McKinley Room, Manila Polo Club, Forbes Park, City of Makati:

AGENDA

1. Call to order
2. Reading of the Proof of Notice
3. Determination of Quorum
4. Approval of Minutes of May 12, 2015 Annual Membership Meeting
5. Approval of Reports
 - 5.1 2015 President's Report
 - 5.2 2015 Financial Report
6. Ratification of the Acts of the Board of Governors performed in 2015 including the Approval of the Operations Management Agreement between MaCEA and Ayala Property Management Corp.
7. Election of Board of Governors
8. Appointment of External Auditors
9. Other Matters
10. Adjournment


JAIME R. MATIAS
Corporate Secretary