**LIBORON WOMEN’S ASSOCIATION INC.**

**BRGY. LIBORON, CALAPE**

**PROVINCE OF BOHOL**

**CONSTITUTION AND BY LAWS**

**ARTICLE 1**

NAME AND DOMICILE

SECTION 1\_NAME OF FEDERATION: CALAPE LIBORON WOMENS ASSOCIATION (CLWA)

SECTION 2 \_DOMICILE: BARANGAY LIBORON CALAPE BOHOL

**ARTICLE II**

AREA COVERAGE

BARANGAY LIBORON CALAPE PROVINCE OF BOHOL

**ARTICLE III**

GOALS AND OBJECTIVES

SECTION 1 \_COMMUNITY BUILDING AND UNITY

SECTION 2\_MAIN PURPOSE : The primary purpose of this association with the support of Local Government unit is to develop and strengthen the women capabilities thru the spirit of unity , cooperation and sharing among one another for the best interest and welfare of women.

SECTION 3\_OBJECTIVES: The objectives of the ASSOCIATION are as follows:

1. To work for better understanding, acceptance, recognition and protection of women’s rights.

2. To ensure the participation of women associations in social and economic development including professional growth.

3. To poster close relationship and mutual understanding among members.

4. To serve as venue for continuing education activities such as training and seminars or any venture relevant to member’s growth conducted by any government or private agencies.

5. To serve as venue to venture into any lawful project that will enhance economic empowerment of the member.

6. To promote livelihood and income generating projects designed to enhance economic empowerment of the members.

7. To promote health and nutrition projects, gender and development environment awareness among members.

**ARTICLE IV**

MEMBERSHIP

SECTION 1-QUALIFICATION OF MEMBERS: They are the registered member of our associations.

SECTION 2-RIGHTS OF MEMBERS: Every member have the following rights.

1. To participate in the deliverations and meetings of the association.
2. To exercise the right to vote in all matters relating to affairs of the association.
3. To inspect or examine the books of the association.
4. To obtain from the association any services that is available and deemed necessary to help their social, economic and spiritual state of being.
5. To be eligible in any elective or appointive positions of the Association.

SECTION 3-DUTIES OF MEMBERS: Every member of the association shall have the following duties:

1.To attend all meetings and activities called for by the officers and other government and non- government agencies supportive to the objectives of the associations.

2. To pay all contributions or any fees due to the association in connection with the projects and programs that may be implemented.

3. to cooperate in all ventures and undertakings as maybe planned and implemented by the association.

4.To participate actively in all affairs of the association.

SECTION 4-LIABILITY OF MEMBERS:

1.All members of the association shall be liable collectively for any indebtedness of the association.

2.Any members shall likewise be liable individually for indebtedness of the association.

SECTION 5-GROUNDS FOR WITHDRAWAL/EXPULSION/TERMINATION

1. Habitual, repeated absence of the members whether it is special or general assembly meeting for three (3) consecutive times without written valid reason and official representative.
2. Voluntary resignation.
3. Commission of acts prejudicial to the good name or orderly conduct of the affairs of the association.
4. Willful violation of the constitution and by-laws, rules and regulations of the Association.

Any member desiring to terminate her membership by withdrawal shall do so by writing to the officers of the association thru it’s President.

**ARTICLE V**

STRUCTURE AND OFFICIALS

SECTION I. GENERAL ASSEMBLY: The General Assembly of the association shall be composed of all duly elected officers and the duly constituted members.

SECTION 2. POWER OF THE GENERAL ASSEMBLY: The General Assembly has the following powers:

2.1 To select and remove officers and members for valid cause.

2.2. To hear and pass upon reports of the officers.

2.3. To take final decisions regarding any change in the institutional policies, systems and procedures of the associations subject to legal restrictions.

2.4. To exercise final authority on all matters affecting the association.

2.5. To exercise all rights and privileges appurtenant to the members.

SECTION 3. OFFICERS AND THEIR DUTIES: All duly elected officers of the association shall perform their respective duties and functions:

1. THE PRESIDENT
2. Represents the Association in all social, economic, spiritual and developmental activities.
3. Presides on over-all meetings/special meetings of the association.
4. Exercise general supervision on over-all activities of the association.
5. Conducts consultation/dialogues with the officers and members regarding yearly program activities.
6. Execute all resolutions and/or decisions of the Board of Directors.
7. Perform other functions as maybe required.
8. THE VICE PRESIDENT
9. Acts as the president in the absence of the first or in case of incapacity of the President.
10. Assists the president in all activities of the association.
11. Performs other functions as maybe required.
12. THE SECRETARY
13. Serve as the custodian of all records of the Association.
14. Record all minutes of meetings conducted.
15. Maintains an updated list of officers and members.
16. Prepares monthly report/activities of the Association signed by the President.
17. Performs other functions as maybe required.
18. THE TREASURER

1.Serve as the custodian of all financial records of the Association.

2.Collects all fees and monthly dues or any other monetary fund due the Association.

3. Prepares financial reports of the Association.

4. Maintains as updated list of general membership of the Association.

5. Performs other functions as maybe required.

E. AUDITOR

1. Reviews and audits all financial records of the association.

2.Submits to the general membership its findings.

3. Performs other functions as maybe required.

F. PRESS RELATIONS OFFICERS

1.Serve as the liaison officer of the Association.

2. Serve notices to the members.

3. Informs the members of the Association on all activities undertaken.

4. Performs other functions as maybe require

A special committee with corresponding chairperson and members can be created as the need arises.

SECTION 4. THE BOARD OF ADVISERS:

**ARTICLE VI**

TERM OF OFFICE

SECTION I- Term of office equivalent to one term of the duly elected officers will be for three (3) years from the day of it’s oath-taking of effective on the oath-taking but revocable if the officers commit fault or negligence of duty as a ground for termination.

SECTION 2- Whenever vacancy occurs in any position thru death, resignation, and removal or for other valid causes, the Provincial Federation Officers shall convene to elect among them a successor who shall serve for the unexpired term only. The law of succession also be observed.

SECTION 3- All elected officers shall only be allowed to hold office for three consecutive terms equivalent to nine (9) years of serving in one office. After serving for three successive terms in one office she is no longer allowed to run for other positions if qualified.

**ARTICLE VII**

ELECTORAL PROCEDURES AND POLICIES

Election of Officers should be done in the following manner during a general assembly:

1.The Election of Officers by Chapter must be Facilitated by their Chapter Adviser or its delegated staff.

2.Only the Municipal Association Presidents are allowed to run the Provincial Association. However,non-presidents for the purpose of chapter representation{alternate representative}are allowed to vote.

3.Each district shall elect five officers. The elected officers from each district shall covene and among them, shall elect the Provincial set of officers.

4.The newly elected officers shall be proclaimed immediately.

5.Oath-taking Ceremony can be conducted on a separate date.

**ARTICLE VIII**

FUNDS

SECTION 1-MEMBERSHIP DUES

1.1 The funds of the Association shall be delivered from membership dues. Of any amount as agreed by the body.

* 1. Every member of the Association shall pay dues/fees Imposed by the Association.

SECTION 2-DISBERSEMENTS

2.1. Withdrawal from the funds of the Association, whether by check or any other instrument shall be signed by the Treasurer and countersigned by the President. If necessary, the Provincial Association may designate other additional signatories from the Board of Directors.

SECTION 3-OTHER SOURCE OF FUNDS

3.1. Mortuary Funds - A death aid for the Association member. In any amount as fixed by the body shall be collected per member every first quarter of the year. An additional death aid shall be collected as the need arises.

3.2. Funds Raising – The Association can conduct fund raising activities and accept donations, financial or material aids and grants.

**ARTICLE IX**

MEETINGS

SECTION 1 – Officers Meeting

1.1.The quarterly board meeting of the Association shall be conducted every last Friday of the second month of each quarter from 9:00am to 10:00nn and maybe extended when needed. It shall be attended by all Provincial Association Officers.

1.2.It is to render monthly report of the officers regarding the activities undertaken

1.3.Discuss issues and concerns of the Association if there is any and come up with recommendations.

SECTION 2. General Assembly: Every third Friday of the third month of every quarter.

SECTION 3. SPECIAL MEETING

The special meeting of the Association shall only be called by the Association President whenever there is an urgent matter that needs the approval of the officers of the Association.

SECTION 4. QUORUM

All meetings of the Association shall be declared quorum if the majority of the members are present or the attendance should be more than fifty percent plus one of the total members. However, if the attendance is less than fifty percent, no meeting shall be held.

SECTION 5. ORDER OF THE BUSINESS

The order of the meetings of the Association shall as follows:

A. Call to Order {Prayer/Singing of Hymns}

b. Roll Call and Declaration of Quorum

c. Reading of Previous Minutes of the Meeting

d. Approval of Previous minutes of the Meeting

e. Matters arising from the Previous Meeting

f. Presiding Officer’s Time

g. Treasurer’s Report

h. Agenda of the Day

i. Discussion of other matters

j. Adjournment

SECTION 6. NOTICE OF MEETINGS

The notices of all meetings of the Association shall be sent via our messenger Group Chat (GC) thru the PRO’s and Officers of the day. In urgent cases, the notice may be communicated at least two days prior to the meeting personally or by telephones, or any other form of communication if contact is not possible.

**ARTICLE X**

REPORTS AND DOCUMENTATION

All Barangay Women Associations shall submit a yearly accomplishment report and other related reports to the respective Association advisers. Likewise, municipal Federation President shall furnish a copy to the Provincial Federation advisers signed by the Municipal Federation advisers and Presidents.

**ARTICLE XI**

AMENDMENTS TO THE BY-LAWS

SECTION 1. Proposal of the amendments of the Constitution and By-Laws may be made upon petition of at least sixty percent of the General Membership thru the Board of Officers.

SECTION 2. These By-Laws or any provisions thereof maybe amended or repealed by a majority vote of Membership and by a majority vote of the Board of Officers at the regular or special meeting duly held for the purpose.

SECTION 3. The amendment to the Constitution and By-laws or any provision thereof shall take effect upon its approval as specified in the resolution or amendments.

**ARTICLE XII**

EFFECTIVITY

This constitution and By-Laws shall take effect upon its approval.

Adopted this day of 2024 at Barangay Liboron, Calape Bohol.

PREPARED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ JERRYLYN BAJAR

SECRETARY

ATTESTED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

JINGLY P. VELASCO

PRESIDENT

SUBSCRIBED AND SWORN to before me, a notary Public, for and in the municipality of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Province of \_\_\_\_\_\_\_\_\_\_\_\_\_ this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2024; by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with Res. Cert. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ issued at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,2024.

REGISTERED MEMBERS:

1. ALDABA, JOSEPH H.
2. ALISACA, EMILOU O.
3. ALQUIZAR, MARILOU B.
4. ANCOG, MILAGRACE L.
5. ANCOG, MARICEL C.
6. ANCOG, BELLA C.
7. ATABELO, SHIELA MARIE
8. ASILO, MARIA VIVIRA G.
9. BABA, ADOLFA H.
10. BALISBIS, MARIA LUISA S.
11. BAJAR, JERRYLYN L.
12. BENI, TERESITA D.
13. BEJARASCO ,DAISY C.
14. BULASO, APRIL ROSE L.
15. BULAGA,BITUIN C.
16. BULAGA, MELITA B.
17. BLIGH,MARIA CHRISTINA O.
18. BLIGH,MA. BONNA O.
19. CEMPRON,HERMESA
20. CUADRASAL, AGNES C.
21. CUASITO,BEATA C.
22. CUBERO,EMALINDA
23. CARLON,GERALYN A.
24. COSENAS,LETECIA G.
25. CORDERO,CHERYL C.
26. CUA,GERALDINE W.
27. CORPUZ,PURISIMA
28. CORPUZ,VILMA V.
29. CUBILLO,HELEN O.
30. COLALJO,MA. VIRGILYN R.
31. CUA, MARICEL M.
32. DUMALE,MARISOL I.
33. DUMALI, MARILYN D.
34. DUMANGOG,ARLENE N.
35. FRAGA,MARIA TERESITA M.
36. GALLEGO,ANA LIZA N.
37. GULPAN, LOLITA H.
38. HURANO, JOSEPHINE G.
39. HURANO, DELFINA
40. LARODA , MARINA C.
41. LIMATORIA, LEONORA S.
42. LOBINO, ROSELA S.
43. LOMOLJO, VICENTA
44. LUPIO , ANITA P.
45. MALALIS, REBECCA H.
46. MALALIS, MADELYN S.
47. MARAPAO, JANETTE G.
48. MONDRES,CRISTINA
49. MONARES, MARIA CRISTINA C.
50. MORATA, AIRES G.
51. MALUBAY, ANGELIE A.
52. MARAPAO , RIZA MAE P.
53. NICANOR , AMALIA A.
54. NARISMA, RUDILYN S.
55. NARCISO, JULIET R.
56. ORIGENES, MOANA MARIE J.
57. OLOFERNES, ROSEVILLA
58. OMOSURA, ANTONIETA M.
59. OMOSURA, ADELAIDA M.
60. OLLERAS, JUDITH L.
61. PELARCA, ELSIE N.
62. PADILLOS ,GENIVEVE P.
63. RUYERAS, JESSA MARIE G.
64. RUYERAS, ROSELLE D.
65. RULE. LOLITA T.
66. RULE, EPIFANIA H.
67. RUYERAS, FLORDELIZA A.
68. RAMA, ARLYN
69. ROSAL, BERNADITA
70. RULE, SUSANA O.
71. RUYERAS, LEMORA
72. REMPERAS, DAISY C.
73. RULONA, ROMAN
74. REMOJO, AIDA R.
75. RUYERAS, GINA C.
76. RULE, EVANGELINE A.
77. RULONA, MA. LOURDES M.
78. RUYERAS, ARLENE J.
79. RUYERAS, DOLORES G.
80. MOZO, ARCELY B.
81. SAMIJON, MARIA LUCIA L.
82. SEPE, LYDIA S.
83. SIMBAJON, LELIBETH A.
84. SORIANO, VILMA A.
85. SORIANO, GIRLIE
86. DAPITILLA, YVETTE S.
87. SUACILLO,HELENGRACE O.
88. SORIANO, HELEN L.
89. TAMPON, JANECELINDA N.
90. VASQUEZ, JUDITH L.
91. VELASCO, JINGLY P.
92. VALLESTERO, GEMMA L.
93. DANILA, IVY Y.
94. DUMALE, SOFIA J.
95. DUMANGOG, JOAN S.
96. MOLINA, AYA C.
97. RECENTES, MARISSA T.
98. JOSOL, CINDERELLA S.
99. OMOSURA, MARGARITA
100. LOMOLJO, MARJORIE
101. LUPIO, BELENITA B.
102. SATUROS, JENNY
103. OMOSURA, JOSEFINA M.
104. CEMPRON,MARY JEAN A.
105. FLORENCIO, GENELENE
106. MARAPAO, REGIE
107. ALGARME, ANNALOU A.
108. DEMORAL,CRISTINA
109. PLAZO, MA. LIZA L.
110. MARAPAO, CHARIE J.
111. RULONA, PRECIL B.
112. SORIANO, MARINA R.
113. RUYERAS, JASMIN G.
114. DIEZON, TERESITA
115. TORADIO, ALYZA NINA O.
116. BAGA, LIEZEL
117. DUMALE, MARICAR V.

ATTENDANCE FOR WOMENS MEETING

MARCH 31.2023

1. JINGLY P.VELASCO
2. HELEN O. SUACILLO
3. TERESITA O. BENI
4. GENELENE FLORENCIO
5. FRITZIE RECENTES
6. ARLENE J. RUYERAS
7. EMILOU O. ALISACA
8. GERALYN A. CARLON
9. MARIA CRISTINA MONARES
10. MARINA LARODA
11. EMALINDA CUBERO
12. MARIA LIZA PLAZO
13. RIZA MAE MARAPAO
14. BELENITA B. LUPIO
15. JENNY M. SATUROS
16. JOSEFINA OMOSURA
17. MARJORIE LOMOLJO
18. MARY JANE CEMPRON
19. ANNALOU ALGARME
20. MA. LOURDES RULONA
21. MARISOL DUMALE
22. MARISSA RECENTES
23. ANA LIZA GALLEGO
24. JESSA MARIE RUYERAS
25. DOLORES RUYERAS
26. MA. VIRGELYN COLALJO
27. GENIVEVE PADILLOS
28. RUDILYN NARISMA
29. REGIE MARAPAO
30. JANECELINDA TAMPON
31. JERRYLYN BAJAR
32. BEATA C. CUASITO
33. CRISTINA DEMORAL
34. LOLITA GULPAN
35. MARIA TERESITA FRAGA

MARCH 31,2023

MINUTES OF MEETING

1. OPENING PRAYER: GERALYN CARLON
2. SINGING OF HYMN: JERRYLYN BAJAR
3. ROLL CALL
4. READING OF PREVIOUS MINUTES

AGENDA:

1. TURN OVER
2. DISCUSSION FOR THE UPCOMING WOMENS MONTH CULMINATION
3. EVALUATION OF CULMINATION MONTH (march 23,2023)
4. mga nabunutan during the program

Basilisa Cubero-pitcher

Charie Marapao- basin

Dolores Ruyeras-glass

Analiza Gallego-P100

1. Nagpasalamat ni Marisol Dumale for representing womens liboron muse
2. JINGLY VELASCO- WOMENS TREASURER

\*.112 MEMBERS officially registered in our barangay who pays THIRTY PESOS (P30.00) as a registration fee.

\*we remove all members that already a SENIOR CITIZEN .

\*2019 she became a treasurer , never received a money from previous treasurer.

\* she accepted the money from BARNGAY HEALTH WORKER (BHW) they collected from the new members of women since they are assigned to collect by our KAGAWAD COMMITTEE ON WOMENS KAG. GRACE S. LUNGAY.

\*on hand money three thousand three hundred sixty pesos (P3,360.00) from the registered members.

\*every three months (3) mag held og meeting, next meeting will be on June 30,2023.

\*every last Friday of the month quarterly

\*ONLY MEMBER who attended the last meeting Feb. 23,2023 can avail the t-shirt from sponsored

\*women’s budget is Ten Thousand Pesos Only (P10,000.00) with tax.

\*our Barangay Councilor on committee on women’s is Hon. Councilor Genisis C. Ancog.

\*20 or more members qualified to registered (DOLE).

\* register the association as needed so we can avail many privileges in case of emergency or calamities.

WOMEN’S MEETING

FEBRUARY 23,2024

1. OPENING PRAYER: GERALYN CARLON
2. SINGING OF HYMN: EMILOU ALISACA
3. ROLL CALL
4. READING OF PREVIOUS MINUTES

PRESIDING OFFICER JINGLY P. VELASCO

AGENDA:

1. WOMEN’S MONTH ACTIVITIES

\* OPENING SALVO - MARCH 4,2024

\* All women’s president will attend the opening salvo with the brgy women’s council.

\*March 21,2024 - WOMEN’S CULMINATION DAY

TIME : 1:00 PM

\*as we agreed on our Federated meeting last Fed 20,2021 only three (3) barangay will be have a presentation which is Barangay’s Mandaug, Desamparados and Bentig.

\* each barangay will have a MUSE

\*for the muse no ramp, is just a parade of beauties

\* the officer in charge (TATA AMIZOLA) encourage each of us to registered each barangay women’s association to DOLE.

\* women’s slogan for this year (LIPUNANG PATAS SA BAGONG PILIPINAS:

Kakayahan ng Kababaihan Patutunayan)

\*Updates of our members and new members

\*discussion about our uniform for the upcoming parade.

\*plan A sponsorship for the uniform

\*plan B. buy our own uniform (P200.00) with print, if we cant find a sponsorship.

\*votation for uniform white t-shirt or buy new one

\*majority buy new one

BARANGAY LIBORON WOMEN’S ELECTED OFFICERS:

PRESIDENT : JINGLY P. VELASCO

VICE PRESIDENT : BELENITA S. LUPIO

SECRETARY : JERRYLYN L. BAJAR

TREASURER : MA. LOURDES RULONA

AUDITOR : ROSEVILLA OLOFERNES

1. R. O.

PUROK 1- MARISOL DUMALE

PUROK 2- GERALYN CARLON

PUROK 3- MARINA LARODA

PUROK 4- AMALIA NICANOR

PUROK 5- EMILOU ALISACA

PUROK 6- MADELYN MALALIS

PUROK 7- BEATA CUASITO

WOMEN’S MEETING ATTENDANCE

FEBRUARY 23,2024

1. JERRYLYN L. BAJAR
2. ESMERALDA ACOSTA
3. JESSA MARIE RUYERAS
4. DOLORES RUYERAS
5. GERALYN CARLON
6. JASMIN RUYERAS
7. ANNA LIZA GALLEGO
8. GENIVEVE PADILLOS
9. LETECIA COSENAS
10. LIEZEL BAGA
11. MA. LOURDES RULONA
12. LOLITA GULPAN
13. ARLENE RUYERAS
14. AIRES MORATA
15. MARISOL DUMALE
16. TERESITA DIEZON
17. DAISY ANGHAD
18. EMILOU ALISACA
19. MARGARITA OMOSURA
20. ANNALOU ALGARME
21. RIZA MAE MARAPAO
22. LYDIA SEPE
23. HELEN SUACILLO
24. LEONORA RUYERAS
25. JOSEPHINE ALDABA
26. MAY JANE CEMPRON
27. MADELYN MALALIS
28. REBECCA MALALIS
29. LEONORA LIMATORIA
30. JINGLY VELASCO
31. SHIELA MAE ABANO
32. PORFERIA GANADE
33. JANECELINDA TAMPON
34. RUDILYN NARISMA
35. MARILOU ALQUIZAR
36. AMANDA NICANOR
37. MARIA TERESITA FRAGA
38. REGIE MARAPAO
39. ARLENE DUMANGOG
40. PAMELA BARASAN
41. ANGELINE HURANO
42. ARLYN RAMA
43. BEATA CUASITO
44. HERMESA CEMPRON
45. HELEN CUBILLO
46. BELENITA LUPIO
47. MARIA CRISTINA MONARES
48. DAISY BEJARASCO
49. GRACE LUNGAY
50. CHARIE MARAPAO
51. MARIA LUCIA SAMIJON
52. HELEN SORIANO
53. GRACE ANCOG
54. BERNARDITA ROSAL