

GUAM COMMUNITY COLLEGE FOUNDATION
Board of Governors Meeting of July 3, 2012
GCC President's Conference Room

MINUTES

The GCC Foundation Board of Governors meeting of **July 3, 2012**, was called to order at 12:25 p.m., by Chairperson Ms. Lorraine S. Okada. The meeting was held in the President's Office Conference Room, Guam Community College Student Services & Administration Building.

I. CALL TO ORDER

1. Roll Call

Members Present: Ms. Lorraine Okada, Mr. Gerard A. Cruz, Mr. James J. Martinez, Mr. Eduardo R. Ilaos, Mr. Eloy Lizama,

Not in attendance: Ms. Gina Y. Ramos (schedule conflict), Ms. Josephine L. Mariano (schedule conflict), Ms. Annmarie T. Muna (off-island), Mr. Frank Dumanal (off-island), Ms. Carline Bukikosa (off-island).

Others in attendance: Dr. Mary A.Y. Okada, President; Dr. Gina Tudela, Dean, TSS, representing Dr. Ray Somera, Vice President, Academic Affairs Division; Ms. Carmen K. Santos, Vice President, Finance & Administration; Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations; Mr. Jason Miyashita, Morgan Stanley Smith Barney Consulting Group.

2. Recital of Mission Statement. Board members recited the Mission Statement: *The mission of the Guam Community College is to be a leader in career and technical workforce development by providing the highest quality education and job training in Micronesia.*

II. APPROVAL OF MINUTES - Meeting of May 16, 2012

MOTION

IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. GERRY CRUZ, THAT THE BOARD APPROVES THE MEETING MINUTES OF MAY 16, 2012, SUBJECT TO CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

III. COMMUNICATIONS.

The College has two challenge grants invested into the Foundation about 20 years ago. One has matured a year and a half ago, the other just recently matured. More to report in President's Report.

IV. REPORTS

1. President's Report & CIP Projects Update

The Final ACCJC Accreditation Report regarding GCC's accreditation status should be received sometime soon in July 2012.

The GCC Budget hearing was held on Thursday, June 28, 2012. The President reported that Speaker Won Pat indicated that she will work hard on the \$4.5 Million that GCC is requesting. This is especially

in consideration of how much money the College saved the general fund with all its construction projects. The Speaker asked for documentation of said savings.

The President reported discussions with the Governor's Office, as follows:

- The College is currently working with the Governor's office in releasing the 15% set aside.
- The President and several Board of Trustee members met with the Chief of Staff to request for approximately \$2.8 Million for additional funding for Building 200. The College should be receiving official notification from FEMA for the \$1.7 Million. Part of this is a matching component and tied to the \$6 Million loan that the Foundation has been authorized through Public Law 31-229 to enter into a loan agreement with USDA. This loan provides the financing for Building 100, 200 and the Forensic Lab. A pre-application loan has been submitted to USDA. USDA has to commit these funds by September 30, 2012.
- Also discussed with the Governor's Chief of Staff is extending the term of existence of the GCC Foundation.

Financial Status. The College has been doing well with its appropriation collections from the General Fund. As of June 11, 2012, the College so far has received approximately 83% of its authorized appropriation. This accounts for 78% for LPN and Vocational Guidance, 190% for the Manpower Development Fund (MDF), 100% for TAF, Power and Water at 67%, Life Insurance, Medical and Dental at 46%.

President Okada also reported on the following:

Capital Improvement Projects:

- Repair of Buildings 500 and 600 require elastomeric on the roofs due to water leaks.
- The bid for air-conditioning replacement on campus has gone out.
- The Culinary kitchen grease trap is undergoing repairs.

Other activities:

- Equipment and other items procured are coming in based on the different federal programs.
- Campus activities during the summer are the College Access, Citi Foundation and Project Aim programs.
- Some of the Faculty attended a federally funded Career and Technical Education training.
- Several Staff, Administrators and Faculty concluded the 2nd year of the Chair Academy for Leadership and Development. Several employees are now certified, allowing them to move upward in their job positions.

Accreditation Evaluation Chair. President Okada informed the Board she will be chairing an ACCJC Evaluation at a community college in Hawaii and will be accompanied by Dr. Ray Somera who will serve as her assistant. Additionally, ACCJC will conduct a hearing of accreditation standards. This is our opportunity for the Pacific Region to make some recommendations for changes to the Accreditation Standards. The President and Dr. Somera will also testify at a public hearing to provide input regarding standards.

DOI Grant. GCC received \$125,000 funding from DOI to coordinate a Women's Conference which will be held in Palau. Dr. Gina Tudela will be attending on behalf of the College.

TAPE Conference. Board member AnnMarie Muna inquired about the Foundation's presentation regarding the TAPE conference in San Antonio, Texas. Since Dr. Okada was recently in Texas, she was

able to obtain some information regarding this and she and Ms. Lolita Reyes will be submitting a proposal. This conference occurs every two years and this year's conference will be on December 8, 2012. President Okada will inform the Board of the outcome of the proposal.

2. Investment Reports & Updates. Morgan Stanley Smith Barney Reports – (Mr. Jason Miyashita). It was mentioned that Mr. Gerry Cruz provided a report as of March 31, 2012 during the last meeting. However, Mr. Miyashita gave the Board members an opportunity to ask questions with regards to said report.

- Mr. Miyashita also provided a summary of some activities for April, May and June as follows: The Euro is being affected in Greece, Italy and Spain.
- There have been some uncertainties with the 2nd quarter but anticipate a rebound in June 2012.
- He also provided a hard copy of his report in which he also referred to charts indicating GCC's portfolio status.
- VP Carmen Santos informed Mr. Miyashita and the other Board members that she met with Garcia Hamilton representatives. Included in the meeting were FBOG Chair Okada and Board Member Josephine Mariano.
- Mr. Miyashita also provided a comparison analysis report between financial managers, PIMCO and Garcia Hamilton.
- For the next FBOG meeting, Mr. Miyashita will provide written recommendations and options for the Board to consider such as rebalancing.
- Mr. Miyashita also informed the Board that information regarding change in account numbers will be emailed.

3. Gift-giving Campaign Sub-Committee Reports

Capital & Major Giving (Lori Okada)

Foundation Donors. The President reported that she and Ms. Lolita Reyes met with all previous Foundation donors. Once the Foundation building is complete, there will be a rededication. The current donors are as follows: Bank Pacific (formerly 1st Savings & Loan), Hawaiian Rock, First Hawaiian Bank, Nikko Hotel, and Mr. Pedro Perez.

Annual Giving & Events (AnnMarie Muna)

Golf Tournament Event. Ms. Reyes reported that the tournament was postponed from September 22nd until September 29, 2012 at the Leo Palace. There have been several sponsorship commitments. Save the date and more information will be emailed to the Board members. Chair Okada encouraged Board members to assist or become sponsors.

Planned Giving (Gerry Cruz) – (none to report at this time)

Scholarships & Endowments (Gina Ramos)

- Ms. Reyes reported that there are approximately thirty (30) GCC Foundation scholarship recipients who will be assisting with the upcoming Golf Tournament. As last reported this is a fundraiser for the scholarship.
- During the recent Gala dinner on May 2012, Ms. Reyes reported there were ten (10) scholarship recipients awarded for Fall and Spring.
- Ms. Reyes informed the Board that ten (10) \$1,000 scholarships are awarded to full-time students; however, there have been some requests for ten (10) part-time students to be considered for \$500 scholarships. This is something for the Committee to consider.

Communications (James Martinez)

The President reported that Mr. Martinez attended the GCC Budget hearing. BOT Chair Gina Ramos also provided testimony for both BOT and FBOG Boards.

V. UNFINISHED BUSINESS

1. Construction Projects Updates:

Foundation Building Renovation: President Okada reported that renovation continues for the Foundation Building and is now 85% complete and as last reported ribbon cutting initially scheduled for July 19th was postponed. There was certain time extensions authorized, however, scheduled completion date is still July 18, 2012. The furniture shipment has already arrived and is currently being stored. Anticipated ribbon cutting is sometime in September 2012.

VI. NEW BUSINESS.

1. **FBOG – Extension of Term of Existence.** The Foundation's term is currently for 50 years; however, it has been in existence for approximately 30 years. Due to the 40 year USDA loan the Foundation is applying for, an extension is needed, which requires the Governor's approval. An official request was submitted to the Governor, which is currently under the review of the Governor's Legal Counsel. A copy of the letter of request was provided to the Board.

VII. NEXT QUARTERLY MEETING – Wednesday, September 12, 2012, GCC President's Conference Room, 12:00 noon.

VIII. ANNOUNCEMENTS. (There was none.)

IX. ADJOURNMENT.

MOTION

IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. EDUARDO ILAO THAT THE BOARD ADJOURN THE MEETING OF JULY 3, 2012. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

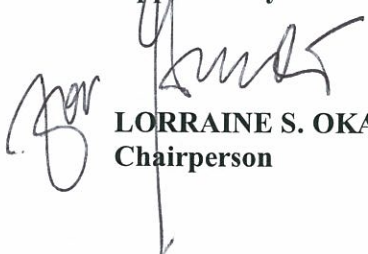
There being no further discussion, the meeting of July 3, 2012 adjourned at approximately 1:15 p.m.

Submitted by:



BERTHA M. GUERRERO
Recording Secretary

Approved by:



LORRAINE S. OKADA
Chairperson