

**GUAM COMMUNITY COLLEGE FOUNDATION**  
**Board of Governors Meeting of December 5, 2022**  
**12pm, President's Conference Room**

**MINUTES**

**I. CALL TO ORDER.** The GCC Foundation Board of Governors meeting of December 5, 2022, was called to order at 12:20 p.m., by Ms. Lorraine Okada, Chairperson. The meeting was held in the President's Conference Room, Guam Community College Student Services & Administration Building.

**1. Roll Call**

**Members Present:** Ms. Lorraine S. Okada, Chairperson; Ms. Josephine L. Mariano, Treasurer; Mr. Eduardo Ilaos; Ms. Carline Bukikosa; Ms. Narlin Manalo; Dr. Mary A.Y. Okada, President.

**Schedule Conflict:** Mr. Gerard A. Cruz, Vice Chairperson; Mr. James A. Martinez, Secretary; Mr. Eloy Lizama; Ms. Annmarie Muna; Mr. Frank P. Arriola, Chairman, Board of Trustees.

**Others in attendance:** Ms. Rodalyn Gerardo, Vice President, Finance & Administration; Ms. Bonnie Datuin, Program Specialist, Development & Alumni Relations, representing John Dela Rosa, PIO; Representatives from the Office of Raymond James: Mr. Jason Miyashita and Ms. Amanda Gima.

**2. Recital of Mission Statement.** Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

**II. APPROVAL OF MINUTES - Meeting of September 20, 2022.**

**MOTION**

**IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MR. EDUARDO ILAOS, THAT THE BOARD APPROVE THE MEETING MINUTES OF SEPTEMBER 20, 2022. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS.** *None at this time.*

**IV. REPORTS**

**1. President's Report.**

**Capital Improvement Projects and other activities:**

The President reported the following:

The College received all its appropriations for FY2022 and has started to receive allotments from the FY2023 budget without issues to date but have received a slight increase; the FY2024 budget request is currently being prepared for submission in February 2023; the audit for FY2022 has begun; the accreditation preparation for the College will launch with an ISER training next semester, the report will be written next academic year and submission by September 2024 with the accreditation visit in 2025; enrollment has begun for next semester and boot camps are ongoing with approximately 14 more being planned such as ship repair, bus driving, truck driving, child care, HVAC; the College is in partnership with the Guam National Guard for GED completion for potential recruits as well as ASVAB preparation; the College currently has four electric cars, which began with one to support the outreach programs such as apprenticeship, adult basic education and work experience programs, which led to the approval of three additional vehicles all purchased with federal funding; anticipate two ribbon cuttings soon with the Building 300 and the Forensic Lab/DNA Building projects and a ground breaking for the Workforce Development Center (WDC).

## **2. Capital Improvement Projects (CIP).**

There are two projects that are over 99% complete which are the Building 300 (new MPA) and the Forensic Lab/DNA Building; once the new MPA is done, Ms. Bonnie Datuin will start planning fundraising activities such as the Leadership Dinner; the generator for Building 2000 is 40% complete as of December 1, 2022; the Student Center concrete canopy project is in progress; the Building B renovation project has started and is ongoing at 27%; the College is waiting on EDA for the bid to go out for the Workforce Development Center (WDC) renovation project in Barrigada; there is a design for the Culinary Arts & Baking Center, which is the old MPA and the College is waiting on federal funding to be approved for this project; with the Wellness Center, the College would have to work with updates on this project such as changes in the interest rates with USDA and a financial feasibility study; negotiations are still ongoing for an opportunity to purchase land across the street from the College but would have to first complete the appraisal; anticipate the next Guam Legislature will reintroduce the Bill for the old Public Health & Social Services building in Mangilao for the expansion of health care programs in the front to include a day care in the back; Buildings 500, 600 and 900 are future construction projects; there is a \$400,000 grant received for solar panels for Building 2000 and another \$400,000 for Buildings A, B and C;

## **3. Investment Reports & Updates.**

Mr. Jason Miyashita from the office of Raymond James thanked those who attended the recent APAFS conference in Manila in November 2022, and appreciated the face to face meeting, including meeting some of the investment managers for the GCC Foundation.

Mr. Miyashita reported the following:

That the last quarter was good for a change in comparison to the last three quarters when it was down; the U.S. Stock market was down 25% and the Bond market was down 15%.

Currently, the U.S. Stock market is down 15% and the Bond market at 12% as a result of the mid-term election. There are still issues with COVID and markets have been very restrictive. Asian markets are beginning to open up; Europe and U.S. are back to normal; people are traveling now; with the equity market, inflation is real but per the data it is beginning to coming down a little; anticipate a mild recession in terms of the data and Feds are adjusting their estimates in terms of

raising interest rates with a target of 4-1/2%-5% of the Federal Funds Rates by the first and second quarter in 2023, however, the current rate is at 4%; GCC came up positive in the third quarter.

Ms. Amanda Gima provided a performance update of the GCC Foundation portfolio as of Friday, December 2, 2022. To date the current amount in the portfolio from 9/30/2022 through 12/2/2022 is \$16,584,314.00; for just the 2 months with a gain \$1,659,000.00, with a percentage return of 11.12% versus the benchmark of 11.30%.

#### **4. Giftgiving Campaign Sub-Committee Reports.**

##### **Capital & Major Giving.**

##### **Annual Giving and Events.**

The President informed the Board that the GCC golf tournament on September 23, 2022 raised \$28,000 with \$10,000 for expenditures with a profit of approximately \$18,000.

There is a change in activities of the proposed plan within the FY2023 budget that was approved. There are new activities but it does not change the total budget amount. The Board will be provided with a new list.

The College will plan for the Leadership Dinner once the new MPA project is complete to invite past and potential donors; the next Wine Tasting event is planned in April 2023 in the LRC; 800 large bottles of Tabasco were donated by Cost-U-Less and issued to the Culinary Arts program and employees and later donated over 200 pounds of pumpkin. 400 assorted pies were made for a Thanksgiving fundraiser to include the pumpkin donated, which were all sold out; take out for lunch and dinner were also planned at \$10 a plate by the Culinary Arts program and flyers will be provided to the Board.

##### **Planned Giving.**

##### **Scholarships & Endowments.**

The Camacho scholarship, LGBTQ scholarship, and Single Parent scholarship were recently all awarded.

Mr. John Cruickshank from the National Science Foundation and his brother are both retired and John will be visiting the College to set up a scholarship for the College. An event will be planned on campus for this next month and invitations will be sent out to the Board as well as scholarship recipients and donors.

The Moylan's contacted the College and will be setting up a scholarship, which the Board of Trustees Chairman Frank Arriola helped facilitate.

The CEO for the APIA Scholars will be visiting the College January 4, 2023, and an invitation will be issued for a luncheon for the scholarship award. This is a scholarship entity in Washington D.C.

that supports Asian American and Native American Pacific Islanders, who have awarded several scholarships to GCC students over the past several years. This will be a joined effort with UOG.

V. **UNFINISHED BUSINESS.** *None at this time.*

VI. **NEW BUSINESS.**

1. **Investment Committee Recommendations (include IPS update).** After a meeting with the Investment Committee, Mr. Jason Miyashita from Raymond James presented the Board with an updated Investment Policy Statement (IPS) to include Private Real Estate and Private Credit.

Mr. Miyashita referred to page 2 and reported that 5% in Private Real Estate was added on. This was obtained by taking 2-1/2% from Real Estate Investment Trust and 2-1/2% from U.S. Managers, Large Core and Growth. Private Credit is another line item that was added at 5%, which was taken from High Yield and International Bonds to equal the 5%.

There were discussions and revisions were made to the IPS as follows:

Page 5, Section VI, included the Sustainable, Responsible & Impact (SRI) Investment Policy made to be in line with Page 11 and was updated to be in line, this is highlighted.

The Index page was also updated to reflect the SRI, this is highlighted.

Page 18 was updated to include real estate, this is highlighted.

Hire Blackstone as a manager for the Private Real Estate asset class. Additional paperwork will be forwarded for the Board's signature.

Correction on page 4, Section II regarding *Oversight Responsibility*...update title of the Vice President of Business and Finance to "Vice President of Finance and Administration" throughout the IPS; change Finance Committee on the same paragraph to "Investment Committee" of the Board has oversight. Further revisions to be made for final signature.

There were further discussions and the following motion was made:

#### MOTION

**IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MS. NARLIN MANALO, THAT THE BOARD ACCEPT RECOMMENDATIONS FROM THE OFFICE OF RAYMOND JAMES AND FURTHER RECOMMENDATIONS BY THE FOUNDATION INVESTMENT COMMITTEE TO APPROVE THE FOLLOWING:**

- 1. UPDATE THE INVESTMENT POLICY STATEMENT (IPS) WITH PRIVATE MARKETS SUCH AS PRIVATE REAL ESTATE AS WELL AS PRIVATE CREDIT IN THE ALLOCATIONS;**
- 2. APPROVE THE ALLOCATION OF PRIVATE REAL ESTATE IN THE PORTFOLIO AS IT ALLOWED FOR MORE DIVERSIFICATION AND ALLOWED THE BOARD A MONTHLY WITHDRAWAL WITH STIPULATIONS;**
- 3. TO INCLUDE PRIVATE REAL ESTATE AND PRIVATE CREDIT INTO THE ASSET ALLOCATION AT 5%;**

4. REALLOCATE 10% FROM US LARGE CAP EQUITY, HIGH YIELD AND NON-US HEDGED FIXED INCOME AND REITS TO PRIVATE REAL ESTATE AND PRIVATE CREDIT;
5. HIRE BLACKSTONE TO MANAGE THE PRIVATE REAL ESTATE ASSET CLASS; AND
6. MAKE NECESSARY REVISIONS TO THE INVESTMENT POLICY STATEMENT (IPS) SUCH AS THE TITLE OF THE VICE PRESIDENT OF BUSINESS AND FINANCE TO “VICE PRESIDENT OF FINANCE AND ADMINISTRATION” AND CHANGING FINANCE COMMITTEE TO THE “INVESTMENT COMMITTEE.” NONE OPPOSED, MOTION CARRIED. (VOTING: 5 AYES, 0 NAYS)

VII. NEXT MEETING – The next quarterly Foundation Board meeting will be scheduled in March 2023.

VIII. ANNOUNCEMENTS. Everyone was wished a “Merry Christmas and a Happy New Year!”

IX. ADJOURNMENT.

**MOTION**

IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MR. EDUARDO ILAO, THAT THE BOARD ADJOURN THE MEETING OF DECEMBER 5, 2022. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussion, the meeting of December 5, 2022, was adjourned at 1:10 p.m.

Submitted by:

 JUN 30 2023  
BERTHA M. GUERRERO  
Recording Secretary

Approved by:

 JUN 30 2023  
LORRAINE S. OKADA  
Chairperson

