

GUAM COMMUNITY COLLEGE FOUNDATION
Board of Governors Meeting of June 12, 2014
GCC President's Conference Room

MINUTES

The GCC Foundation Board of Governors meeting of June 12, 2014, was called to order at approximately 12:00 p.m., by Chairperson Ms. Lorraine S. Okada. The meeting was held in the President's Conference Room, Guam Community College Student Services & Administration Building.

I. CALL TO ORDER

1. Roll Call

Members Present: Ms. Lorraine S. Okada; Mr. Gerard A. Cruz; Mr. James J. Martinez; Mr. Eduardo R. Ilaio; Mr. Eloy Lizama; Ms. Carline Bukikosa; Dr. Mary A.Y. Okada, President.

Not in attendance: Ms. Josephine L. Mariano (schedule conflict); Ms. Annmarie T. Muna (schedule conflict); Ms. Gina Y. Ramos (schedule conflict); Ms. Deborah C. Belanger (schedule conflict).

Others in attendance: Dr. Ray Somera, Vice President, Academic Affairs Division; Ms. Carmen Santos, Vice President, Finance and Administration; Ms. Bonnie Datuin, Program Specialist, Development & Alumni Relations.

2. Recital of Mission Statement. Board members recited the Mission Statement (*updated 1/10/14*): 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 December 18, 2013.

MOTION

IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. EDUARDO ILAIO, THAT THE BOARD APPROVE THE MEETING MINUTES OF DECEMBER 18, 2013, SUBJECT TO CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

III. COMMUNICATIONS – None

IV. REPORTS

President's Report, CIP Projects Update and Other Activities. The President reported the following:

- The President invited the board to the GCC FY2015 budget hearing at 2:00 p.m., June 13, 2014 at the Guam Legislature. FBOG members are not required to testify, unless they wish to do so.
- Staff/Administrator Development Day, 8am–5pm, June 13, 2014, at the GCC Multipurpose Auditorium. Part of the training involves customer service, team building and a presentation by the Guam Election Commission regarding an update of the Mini Hatch Act.
- GCC Convocation is August 11, 2014, 4pm at the GCC MPA.

- GCC Simon Sanchez ProStart team won the National ProStart Competition 2nd year in a row and was presented with a Guam Legislature Resolution.
- The Supervision and Management class hosted a series of senatorial and gubernatorial forums.
- The “Keep Your Guard Up” students have completed their certificate program and the College will be organizing a completion ceremony with the Guam National Guard.
- President Barack Obama appointed President Mary Okada as a Vice President of the Advisory Committee Council for the White House Initiative for Pacific Islanders.
- The ACCJ elected President Mary Okada to the Accrediting Commission as the Pacific Colleges representative (Western Region) from July 2014-June 30, 2017, replacing Dr. Patrick Tellei, who has been representing PPEC for the past 6 years.
- The Foundation Building is now a LEED Silver certificate building.
- 18 GCC students each were recently awarded \$2,500 scholarships sponsored by the Asian Pacific Islander American Scholarship and the Walmart Foundation.
- As for the current financial status of the College, it is still receiving its appropriation from the General Fund on a timely basis.
- Have also received less than \$400,000 from the Manpower Development fund, although was appropriated \$1.7 Million. The College will be monitoring this closely.
- The restroom renovations for Building 200 and Building 400 (adjacent to the MPA) are now complete.
- More benches and recycling bins will be installed on campus and a perimeter fence around the firing range.
- Other CIP projects for campus upgrades are ongoing such as energy efficient lights and air conditioning.

Investment Reports & Updates. Morgan Stanley staff was unavailable for today’s meeting but have provided updates to GCC. Ms. Carmen Santos, Vice President, Finance and Administration, provided the Board with an update of the Foundation’s investment based on the March 31, 2014 quarterly report from Morgan Stanley with assistance from FBOG member Gerry Cruz. Copies were provided as part of the Board meeting packet.

Gift-giving Campaign Sub-Committee Reports: *Capital & Major Giving (Lori Okada); Annual Giving & Events (Annmarie Muna); Planned Giving (Gerry Cruz); Scholarships & Endowments (Gina Ramos); and Communications (James Martinez)*

President Okada reported on the following sub-committees:

Capital & Major Giving. The College is currently looking for a donor for Building 200. Anticipates having something soon as the building is expected to be complete on September 2014.

Annual Giving & Events. The GCC Foundation par excellence golf tournament is scheduled for Saturday, October 4, 2014 with a morning tee off. Contracts are being signed this week and President Okada is asking for the board’s support, plus assistance in seeking sponsors. Board member Martinez mentioned that Leo Palace has a concession stand, should the committee or students consider selling hotdogs or hamburgers. President Okada said they would consider this although snacks are provided to the golf players. More information including solicitation forms

and flyers will be provided to the board. Board Chair Lorraine Okada also mentioned that she has asked the board members to assist with the solicitation and requested that information be provided as soon as possible to all the board members.

Scholarships & Endowments. A new MOA has been signed with APIASF for a \$25,000 scholarship. Timelines has been developed such as applications deadlines, etc.

Communications. These are emails such as press releases and information sent to all FBOG members.

V. UNFINISHED BUSINESS

1. Construction Projects Updates: The President reported the following updates:

-Building 200 construction is 58.5% complete. The expected completion date is September 18, 2014 and anticipates ribbon cutting sometime in October 2014.

-Building 100 and Forensic Lab Project, this project has multiple funding sources and the Foundation is the applicant on a USDA loan. The latest update regarding the loan is USDA finalizing the loan packet and will obligate the loan by June 30, 2014. Designs and bid documents are complete and just waiting on the loan. The GCC Board of Trustees authorized through its Policy 220 to transfer funds to the Capital Projects Fund to fund the balance needed for this project.

-The GCC Maintenance and Wellness Center is still under design. Once design is complete, the College will know how much funding will be required for this project.

2. 2014 CASE Conference. The upcoming CASE conference is in Sacramento, California, September 17-19, 2014. President Mary Okada will be making a presentation. Chairperson Lorraine Okada asked those interested in attending to notify President Okada and will still require board approval for the travel authorizations.

At this time the APIASF conference in Manila, P.I., November 13-14, 2014 was brought up. As part of FBOG's professional development, members were encouraged to attend a 2-day workshop to receive certification. President Okada will try to schedule a certification workshop on Guam.

Chairwoman Okada mentioned that as part of their fiduciary responsibility and professional development, every board member should attend this Fiduciary Essentials (FE) certification workshop within the year of their membership. The following motion was then made:

MOTION

IT WAS MOVED BY MR. EDUARDO ILAO, SECONDED BY MR. JAMES MARTINEZ, THAT THE BOARD ATTEND A WORKSHOP AND BE FIDUCIARY ESSENTIALS (FE) CERTIFIED AFTER ONE YEAR OF THEIR FBOG MEMBERSHIP AND FOR CURRENT BOARD MEMBERS TO BE FE CERTIFIED BEFORE THE END OF THE YEAR. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

VI. NEW BUSINESS.

1. Dual Enrollment Accelerated Learning (DEAL) Scholarship. The board was presented with a DEAL scholarship proposal for their consideration. The President explained that GCC currently has a program with GDOE high schools and has added Reyes Home School, Father Duenas High School and Notre Dame High School. This is an opportunity for students to earn college credits while still in high school. The consideration is for FBOG to sponsor four students from the public schools and four students from the private schools listed herein with funds from FBOG fundraising events. A scholarship committee will establish parameters for applicants and report to the board.

2. Resolution: Building 200 Renovation Furniture & Equipment Funding. This resolution was presented to the Board for consideration. The President explained that this will authorize for College funding not to exceed \$380,000 for the purchase of furniture and equipment for Building 200. The College applied for a DOI Technical Assistance Grant and once awarded, it will reimburse the Foundation.

MOTION

IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. EDUARDO ILAO, THAT THE BOARD APPROVE THE RESOLUTION, "BUILDING 200 RENOVATION FURNITURE AND EQUIPMENT." NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

VII. NEXT MEETING. August 20, 2014, 12:00 noon, President's Conference Room.

VIII. ANNOUNCEMENTS. None.

IX. ADJOURNMENT.

MOTION

IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. GERARD CRUZ, THAT THE BOARD ADJOURN THE MEETING OF JUNE 12, 2014. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

There being no further discussion, the meeting of June 12, 2014 was adjourned at 12:50 p.m.

Submitted by:

Bertha M. Guerrero
BERTHA M. GUERRERO
Recording Secretary

OCT 22 2014

Approved by:

Lorraine S. Okada
LORRAINE S. OKADA
Chairperson

OCT 22 2014

**Guam Community College Foundation
Board of Governors
Resolution GCCF 1-2014**

BUILDING 200 RENOVATION FURNITURE AND EQUIPMENT

WHEREAS, Guam Community College has embarked on the hardening and construction expansion of Building 200 consistent with its 2011-2015 Physical Master Plan; and

WHEREAS, the Foundation's purpose is to support the College activities, goals, plans, projects, and programs, to include funding for capital improvement projects; and

WHEREAS, the renovation and upgrade of Building 200 began in July 2013 and is expected to be completed in September of 2014. It will be a two-story, 22,600 square foot concrete structure containing ten classrooms/labs, a study room faculty offices and an exercise room; and

WHEREAS, the College has applied for a Department of Interior Technical Assistance Grant to fund the purchase of furniture and equipment for Building 200 and the College is awaiting approval of the application; and

WHEREAS, furniture and equipment with an estimated cost of \$380,000 has been selected and needs to be purchased in order to meet the completion timeline in September 2014; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Governors authorize the use of \$380,000 for the purchase of furniture and equipment for Building 200; and

BE IT FURTHER RESOLVED, that if the College receives the grant award from the Department of Interior for the Technical Assistance Grant, then it will reimburse the Foundation for any of the funding used for the purchase; and

BE IT FURTHER RESOLVED, that the Guam Community College Foundation Board of Governors authorizes the sum, not to exceed \$380,000 to fund the purchase of the equipment and furniture.

Adopted the 12th day of June 2014.



LORRAINE S. OKADA
Chairperson

ATTESTED BY:



JAMES A. MARTINEZ
Secretary