

GUAM COMMUNITY COLLEGE FOUNDATION
Board of Governors Meeting of August 26, 2015
GCC President's Conference Room

MINUTES

I. CALL TO ORDER. The GCC Foundation Board of Governors meeting of August 26, 2015, was called to order via teleconference at approximately 12:15 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.

1. Roll Call

Members Present: Ms. Lorraine S. Okada (teleconference); Mr. James A. Martinez; Ms. Josephine L. Mariano; Ms. Carline Bukikosa; Ms. Annmarie T. Muna; Mr. Eduardo R. Ilao; Mr. Eloy Lizama; Ms. Carmen Santos, Vice President, Finance & Administration was also the Acting President for the College representing Dr. Mary A.Y. Okada, who was off-island.

Not in attendance: Mr. Gerard A. Cruz (off-island); Ms. Gina Y. Ramos (schedule conflict); Ms. Deborah C. Belanger (schedule conflict).

Others in attendance: Dr. R. Ray D. Somera, Vice President, Academic Affairs Division; Ms. Carmen Santos, Vice President, Finance and Administration; Representatives from the office of Morgan Stanley were present: Mr. Jason Miyashita, Mr. Daniel Roland and Ms. Maree Pelkey.

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.

At this time the following motion was made:

MOTION

IT WAS MOVED BY MS. ANNMARIE MUNA, SECONDED BY MR. JAMES MARTINEZ, THAT THE BOARD TABLE ALL THE AGENDA ITEMS FOR THE AUGUST 26, 2015 GUAM COMMUNITY COLLEGE FOUNDATION BOARD MEETING EXCEPT FOR ITEMS UNDER NEW BUSINESS. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

II. APPROVAL OF MINUTES - Meeting of April 16, 2015. -Tabled.

III. COMMUNICATIONS-Tabled.

IV. REPORTS-Tabled.

Investment Reports & Updates.

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) -Tabled.*

Capital & Major Giving

Annual Giving & Events

Scholarships & Endowments

V. UNFINISHED BUSINESS-Tabled.

1. Construction Projects Updates:-Tabled.

VI. NEW BUSINESS

1. Registered Investment Advisor. Ms. Carmen Santos, GCC Acting President explained that representatives from the office of Morgan Stanley were present to inform the FBOG of the status of the Morgan Stanley office on Guam.

Mr. Jason Miyashita, Vice President and Financial Advisor from the office of Morgan Stanley (M/S) informed FBOG that approximately 45 days ago, he received important information from the Morgan Stanley Board regarding its decision to downsize. M/S will be closing several of its offices around the world, including the Guam office, which will officially close December 31, 2015.

Mr. Miyashita conducted research and explored several options in order to provide the same investment services provided by Morgan Stanley to FBOG. He further explained he opted to stay on Guam and has decided to join the office of Raymond James, another investment group advisor. This office will be open September 15, 2015, in the Coast 360 Building in Maite, Guam. Mr. Miyashita explained he had confidence with Raymond James who has provided support by including additional staff.

A formal letter to FBOG from Morgan Stanley will be issued soon regarding its decision to close its Guam office. Administrative services from Morgan Stanley will continue, however, its account cannot be kept with Morgan Stanley. A decision would have to be made by the Foundation Board as to the transfer of approximately \$10 Million to Raymond James via a reassignment of funds or through a RFP procurement process.

Ms. Santos explained that during an FBOG Investment Committee meeting, it was recommended that FBOG consider an RFP instead of reassigning services directly to Morgan Stanley via a resolution. All seemed in agreement with this process as FBOG will be adhering to the GCC

procurement process and Guam procurement law. The Board was informed that this decision was also made with legal counsel's advice.

In order to move forward, Ms. Santos further explained that she has been developing a RFP packet (Scope of Work) and will be processing this expeditiously.

There were further discussions. That through a RFP, the Foundation Board along with its Investment Committee will be doing its due diligence to ensure the interest of FBOG is protected and is in compliance with the procurement law. This process is also an opportunity for FBOG to be aware of other investment advisors on Guam.

Further discussions were made with regards to the timeframe and the importance of the RFP versus reassignment. Ms. Santos informed the Board that she also consulted with the VP of Finance from the University of Guam, who are also going through with a RFP.

The Foundation Board were in agreement of proceeding with an RFP and a motion was then made, as follows:

MOTION

IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MR. JAMES MARTINEZ, THAT THE BOARD APPROVE RESOLUTION GCCF1-2015, "REGISTERED INVESTMENT ADVISOR." NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

2. **Financial Matters.** Ms. Carmen Santos informed the Board that Merrill Lynch is no longer providing services to Government of Guam. The Foundation has an account with Merrill Lynch. A recommendation by Ms. Santos is to allow GCC to seek another financial institution to transfer the funds of approximately \$300,000 from the Merrill Lynch account into a local bank instead of another money market account. A motion was then made, as follows:

MOTION

IT WAS MOVED BY MS. CARLINE BUKIKOSA, SECONDED BY MR. EDUARDO ILAO, THAT THE BOARD APPROVE RESOLUTION GCCF2-2015, "BANK ACCOUNT CHANGES AND SIGNATORIES FOR BANK TRANSACTIONS." NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

VII. NEXT MEETING-*Tabled.*

VIII. ANNOUNCEMENTS-*Tabled.*

IX. ADJOURNMENT.

MOTION

IT WAS MOVED BY MS. ANNMARIE MUNA, SECONDED BY MS. JOSEPHINE MARIANO, THAT THE BOARD ADJOURN THE MEETING OF AUGUST 26, 2015. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

There being no further discussion, the meeting of August 26, 2015 was adjourned at 12:47 p.m.

Submitted by:


BERTHA M. GUERRERO FEB 24 2016
Recording Secretary

Approved by:


LORRAINE S. OKADA FEB 24 2016
Chairperson