

GUAM COMMUNITY COLLEGE FOUNDATION
Board of Governors Quarterly Meeting of March 25, 2009
GCC President's Conference Room

MINUTES

The quarterly meeting of March 25, 2009 was called to order at 3:10 p.m., by Chairperson Mr. John K. Lee. The meeting was held in the President's Office Conference Room, Guam Community College Student Services & Administration Building.

I. ROLL CALL

Members Present: Mr. John K. Lee, Chairperson, Ms. Lorraine Okada, Vice Chairperson, Ms. Josephine L. Mariano, Mr. Eduardo R. Ilao, Mr. Gerard A. Cruz, Mr. Joseph B. Leon Guerrero, Mr. James Martinez,

Not in attendance: Ms. Gina Ramos (Off Island), Mr. Ryuji Yamaguchi (Off Island)

Others in attendance: Ms. Mary A.Y. Okada, President, Dr. Ray Somera, Academic Vice President, Ms. Lolita Reyes, Asst. Director, Development & Alumni Relations.

II. APPROVAL OF MINUTES - Quarterly Meeting of January 21, 2009

MOTION

IT WAS MOVED BY MS. LORRAINE S. OKADA, SECONDED BY MR. JOSEPH B. LEON GUERRERO, THAT THE BOARD APPROVES THE MEETING MINUTES OF JANUARY 21, 2009, SUBJECT TO CORRECTIONS. MOTION CARRIES.

III. COMMUNICATIONS - None.

IV. REPORTS

1. President's Report

Funding from USDOJ for Allied Health Center: President Okada reported that despite the lack of money that the college is receiving from the Government of Guam, there are other funding opportunities that will be in GCC's favor. At the Guam Chamber of Commerce meeting held today, Governor Camacho announced that GCC will be receiving the amount of \$943,000 from the USDOJ for its Allied Health Center.

Federal Stimulus Package "Shovel Ready" Projects: GCC submitted a Federal Stimulus Package of Shovel Ready projects to the Governor's office totaling over \$9 million. GCC's submission was highlighted as the "best" submission by the Governor's office. Ms. Bertha Duenas has been assigned as the "clearinghouse" for all projects. President Okada emphasized that of the stimulus monies expected for Guam, 82% will go to education. The following projects were included in GCC's submission:

- Student Center, the Learning Resource Center – \$3,992,020
- Learning Resources Center – \$3,025,637
- Northeast Parking Area Project – \$513,000
- Northwest Parking Area Project – \$423,000
- Redundant Network & System Projects – \$620,000
- VoIP Telephone Systems Project – \$285,000
- Building D Generator – \$340,000
- Sungard Higher Education – \$312,422
- GCC Automotive Paint Booth – \$25,000
- Building 500 and 600 Fire Sprinkler System Riser – \$45,000

Additionally, she noted that based on recent information received, the Governors of the Territories submitted a request to the U.S. President to authorize the funding to go through the U.S. Department of Interior for Education as opposed to going through the U.S. Department of Education. Further, President Okada noted that in her meeting with the Governor's Chief of Staff, there was some discussion on federal highway monies that are to be allocated to GCC for training.

In response to a question raised regarding GCC keeping record of all expenses for extending its campus and allowing and accommodating GPSS students on GCC campus, President Okada noted that we are not keeping track of the cost because the money that GCC would have spent for faculty and supplies would have just been spent on different campuses. The only additional increase to GCC's expenditure is on power, water, and custodial services for the classrooms and bathrooms. GCC has cut back about 30% of its cleaning contract and instead has scheduled each month a Happy Labor Day whereby GCC staff and several community organizations come out to clean the campus, i.e. grass cutting, picking up of trash around campus, small painting projects, etc. For point of clarification, Ms. Lori Okada emphasized that the stimulus funding is not intended to pay for administration or operational costs.

Grants submitted by GCC: 1) The Administration for Native Americans (ANA) Grant, which will support Guam Community College's "Go'ti Yan Adahi I Fino'ta Chamorro Grant Proposal," 2) The Guam Humanities Council Grant – In November 2009, GCC will work and participate in the planning for the upcoming "Key Ingredients" display, which Guam will host in January 2010. The event will be sponsored by the Smithsonian Institute. GCC will host the last display and demonstration in the GCC Multipurpose Auditorium.

Island Leadership Dinner is scheduled to be held March 28, 2009 at the GCC Multipurpose Auditorium. The agenda for the evening will include a brief presentation of GCC's Institutional Strategic Master Plan (ISMP), showcasing GCC's programs, meeting people, and asking for money. GCC's Mission Statement: The Board of Trustees recently reviewed and updated its Mission Statement on March 11, 2009. GCC's New Mission Statement: "The mission of 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."

Other items reported by President Okada include, the submission of GCC's Midterm Report to the Accrediting Commission for Community & Junior Colleges (ACCJC); the DotDotDot concert scheduled for Saturday, April 25, 2009 @ FDHS Phoenix Center; several GCC events and competitions that were recently held to include the Lodging Management Program, the Career & Technical Education Mall event, the Taj Mahal Luncheon held @ the Marriott Hotel, and Career Day held @ Okkodo High School; upgrades made to Simon Sanchez High School, specifically the Automotive and Carpentry programs/shops; the Guam Business Woman of the Year Gala scheduled for April 25, 2009; Dancing with the Stars fund-raising event currently being planned for February 2010 in conjunction with Career & Technical Education month; the participation of GCC during Payless Supermarkets "Kick the Fat" 5K event, whereby GCC is one of the beneficiaries; and, the current resignation of Ms. Cathy Gogue, GCC's Assistant Director of Communications and Promotions. Cathy has moved into the private industry sector.

2. Quarterly Investment Reports, as of February 28, 2009

Mr. Cruz reported that based on the report, as of February 28, 2009, the fund took another loss of about \$800,000 plus, putting us approximately under 25%. However, as of date, the market is up by 4.9%. Mr. Cruz said prudence indicates that we continue to stick it out.

V. UNFINISHED BUSINESS

1. Update on the Allied Health Center

President Okada reported that about 40% of the project is completed. The second floor of the Allied Health Center is just about completed with the concrete roof to be poured soon. She encouraged Board members to visit GCC's website to view photos on the construction progress. Additionally, GCC continues to follow up with USDOJ on the approved grant document for the additional funding of \$943,000 so that GCC can draw down the funds.

With regard to the furnishing & equipment needed for the Center, President Okada noted that GCC submitted a request to the Governor's office for the amount of \$125,000 to fund the science piece, with an additional \$100,000 submitted as a grant application. In addition, GCC received a \$50,000 donation from TakeCare and has about \$100,000 in its possession for equipment, mannequins, etc., which will be used to support the Nursing program. She explained that the \$100,000 is from appropriations by the Legislature two years in a row specifically for equipment, and is from carryover funds from cash the college actually received.

Of the five scheduled payments to the contractor, three payments have been made to date. The project completion date is September 2009.

2. Update on the Student Center & Library Resources Center
• **Proposed Loan Schedule**

- **Cost breakdown (construction, furniture, equipment, etc)**

Student Center: President Okada reiterated that the Student Center was included as part of GCC's Stimulus Package. Though this project was included in the Stimulus Package, she emphasized that GCC will continue to submit its request for funding from other funding opportunities. President Okada also apprized the Board that the college continues to work with Tanaguchi Ruth Makio architectural firm in the development of the RFP for a Land Use Plan and the RFP for the removal of coral on GCC's 314 acres property.

With regard to the military's interest in potentially leasing the whole property of GCC, President Okada said that the request was made through the Governor's office. In her meeting with General Bice a couple of years ago, President Okada said that she provided him a copy of the property's map. More discussion on this issue is expected.

At this time, the Board asked the President to seek legal counsel's guidance on how best to handle the issue of GCC's 314 acres of property; is it better to transfer the property or to lease the property to the Foundation? Additionally, the President is to request legal counsel to draft up the documents, as he/she recommends. Chair Lee emphasized that the purpose is to ensure that the rights of GCC are well protected as well as ensuring that it is beneficial to GCC. Further, the President was requested to get an estimate on the appraisal value of the property.

Learning Resources Center (LRC): The total cost for the LRC project is \$5.2 million, which includes construction cost, equipment, inspection fees, site work, contingencies, A/E fees, and the land, structures, rights of ways, appraisals, etc. The LRC project is partially federally funded whereby a grant was obtained in the amount of \$2.2 million. This information was indicated in GCC's Stimulus package that was submitted to the Governor. Additionally, she reiterated that the A/E design in the amount of \$343,000 was funded by the GCC Foundation. Therefore, the amount needed for the remainder of the project is \$3,025,637. The LRC building will be the first building on campus to be LEED certified, which will be energy efficient. President Okada noted that September 30, 2009 is the deadline to select a contractor.

Board of Trustees Resolution 18-2009: Request to provide funding for the Learning Resource Center, \$2,682,637: At this time, President Okada referred to the GCC Board of Trustees Resolution 18-2009 entitled "Request to provide funding for the Learning Resource Center" in the amount of \$2,682,637. She explained that this is before the Board today because one of GCC's challenge grants expired in 2008. In looking at the Foundation's financial statements it shows the monies from the expired challenge grant as restricted. However, in fiscal year 2008 the monies became unrestricted thereby putting the funds in a dangerous situation from being restricted to now unrestricted. Therefore, President Okada seeks the Board's consideration to authorize that those funds be *restricted* and that a footnote be included in the financial statements expected to come out in April 2009. Again, she emphasized that by doing this it will now identify that the funds are a "*restricted asset*" of the Foundation and have been obligated for future capital improvement

projects. The next maturity date for the challenge grant funds is in 2011.

MOTION

IT WAS MOVED BY MR. GERARD A. CRUZ, SECONDED BY MR. JOSEPH B. LEON GUERRERO, THAT THE BOARD AUTHORIZES THE ENDOWMENT CHALLENGE GRANT FUNDS THAT MATURED IN THE YEAR 2008 BE RESTRICTED FOR FUTURE CAPITAL IMPROVEMENT PROJECTS. MOTION CARRIES.

VI. NEW BUSINESS

1. Investment Policy for Guam Community College Foundation (review of)

As part of the Foundation Board's assessment process and review for Accreditation, President Okada explained that this is to show that the Foundation Board has reviewed its investment policy. Chair Lee at this time requested, for purposes of updating the current investment policy, that Mr. Gerard Cruz communicate with Mr. Jim Taylor, former Board Member and former GCC Vice President of Finance, to recall the date of when the last changes were made to the Investment Policy.

2. Proposed GCC Foundation Logo

President Okada presented four (4) design options for the Foundation's logo. She highlighted that option 4 was designed by GCC students. Upon Chair Lee seeking board members vote on their preferred choice of a logo, Option #3 was favored by a majority of the members. A copy of the new Foundation logo is attached.

4. Election of Officers (Term: 2009-2011)

- **Chairperson**
- **Vice Chairperson**
- **Secretary**
- **Treasurer**

Chair Lee recommended and made the following nominations for the following positions:

- Ms. Lorraine S. Okada for Chairperson
- Mr. Gerard A. Cruz for Vice Chairperson
- Ms. Josephine L. Mariano for Treasurer
- Mr. James Martinez for Secretary

MOTION

IT WAS MOVED BY MR. EDUARDO R. ILAO, SECONDED BY MR. JOSEPH B. LEON GUERRERO TO CLOSE THE NOMINATIONS. BY ACCLAMATION, THE FOLLOWING INDIVIDUALS ARE ELECTED OFFICERS FOR THE TERM 2009-2011: MS. LORRAINE S. OKADA, CHAIRPERSON; MR. GERARD A. CRUZ, VICE CHAIRPERSON; MS. JOSEPHINE L. MARIANO, TREASURER; MR. JAMES MARTINEZ, SECRETARY. MOTION CARRIES.

At this time, Chair Lee announced that effective today this will be his last meeting as a member on the Board. He expressed that he has some medical issues he needs to attend to immediately. He thanked everyone for all their hard work and time and expressed his appreciation for having the opportunity to work with such a fine group of individuals. He offered his assistance and support should it may be needed. Board members extended their appreciation to Mr. Lee for giving 21 years of his time and service to the GCC Foundation Board, the College, the students, and the island community.

- VII. NEXT QUARTERLY MEETING - July 2009.** The date, time and location are to be determined later.
- VIII. ANNOUNCEMENTS - None.**
- IX. ADJOURNMENT**

There being no further discussion, the meeting of March 25, 2009 adjourned at approximately 4:15p.m.

Submitted by:



LOURDES V. BAUTISTA
Recording Secretary

Approved by:



LORRAINE S. OKADA
Chairperson Elect

Attachments:

1. New GCC Foundation Logo, Option 3

GCC

GUAM COMMUNITY COLLEGE

FOUNDATION
