

**GUAM COMMUNITY COLLEGE FOUNDATION**  
**Board of Governors Meeting of October 27, 2010**  
**GCC President's Conference Room**

**MINUTES**

The GCC Foundation Board of Governors meeting of October 27, 2010 was called to order at 12:30 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. Eloy Lizama, Mr. Eduardo R. Ilaao.

**Not in attendance:** Ms. Josephine L. Mariano (off island), Ms. Gina Y. Ramos (schedule conflict), Ms. Annmarie Muna, Mr. Joseph B. Leon Guerrero (off island).

**Others in attendance:** Dr. Mary A. Y. Okada, President, Dr. Ray Somera, Vice President, Academic Affairs Division, Ms. Carmen K. Santos, Vice President, Finance & Administration, Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations, and Mr. Dan Rolands, Mr. Jason Miyashita, and Maree Pelkey, 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 August 21, 2010**

**MOTION**

**IT WAS MOVED BY MR. JAMES MARTINEZ, SECONDED BY MR. EDUARDO R. ILAEO, THAT THE BOARD APPROVES THE MEETING MINUTES OF AUGUST 21, 2010, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS - None.**

**IV. REPORTS**

**1. President's Report**

Request to re-program ARRA funds: President Okada reported that her request to the Governor to re-program \$3.2 million of ARRA funding associated with the Library was disapproved and may be redirected instead to another agency. She reiterated that initially the Library was funded out of a USDOE grant, then funded out of ARRA, then funded through a USDA loan. The request to re-program \$3.2 million included funding from the redundant system that was cancelled due to bids received in excess of the budget, and the parking lot project.

Foundation Building Renovation: President Okada reported that the building is about 50% vacated in preparation for the renovation project, that the Foundation Board allocated the money to fund the architectural and engineering design for the renovation, and that ten classrooms can be housed in the Foundation Building. Three potential options pointed out by President Okada to fund the renovation project includes a request to the Governor to reprogram ARRA funds (this was denied), seek an alternate funding source, and/or use the Challenge Grant funds, at the point of maturity, which is at approximately \$3.5 million.

With regard to the loan that we have with USDA, President Okada noted that the balance on the loan is about \$300,000. In a discussion with USDA, she inquired if GCC can use the excess funds to fund the A/E for the Foundation Building. The matter is being looked into by USDA.

Additionally, she pointed out that under Guam's USDA's local budget, there is about \$2 million that was allocated to the Guam office. Currently, per USDA, there are no other projects being considered for Guam's USDA, thereby providing the college the opportunity to submit a pre-application for the \$2 million. She emphasized that anything expended prior to the pre-application is an allowable cost.

President Okada noted that there exist an unrestricted Quasi-Account that belongs to the college. At this time, President Okada made a proposal that if the college is to seek a loan with USDA for \$2 million, that the College collateralizes the loan with restrictions to safeguard the college's assets. Mr. Gerry Cruz expressed that if we are to consider collateralizing cash effectively that we maybe consider doing it with a bank at the same rate as what USDA offers.

### **MOTION**

**IT WAS MOVED BY MR. ELOY LIZAMA, SECONDED BY MR. EDUARDO R. ILAO, THAT THE BOARD AUTHORIZES PRESIDENT DR. MARY OKADA TO PROCEED WITH DIFFERENT FUNDING OPTIONS THAT WOULD BEST FIT THE MEANS TO MOVE FORWARD WITH THE FOUNDATION BUILDING RENOVATION PROJECT. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

Collection of prior year receivables: President Okada reported that the college continues to work on collecting the rest receivables from fiscal year 2010, to include federal reimbursements.

Learning Resources Center Ribbon Cutting Ceremony: Scheduled for Friday, December 10, 2010,

10:00am. Invites include the Department of Energy, the U.S. Department of Interior, Delegate Bordallo, the National Science Foundation, and the U.S. Department of Agriculture.

ACCT Regional Equity Award: The GCC Board of Trustees was recently awarded the 2010 Association of Community College Trustees (ACCT) Regional Equity Award. The award was presented to the Board of Trustees during the Leadership Congress held in Toronto, Canada October 20-23, 2010.

Philanthropic Training: GCC recently received a mini-grant in the amount of \$2,500 to conduct a one-day training in Philanthropic & Fundraising for the Micronesia region.

Foundation Fundraising Activities, Close Out Report (Oct2009-Sept2010): Copies of the report provided to the Members. For FY2009-FY2010, the revenue generated is \$184,615.95.

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

CIP projects that are currently being worked on include the replacement of the air-conditioning units at the Student Services & Administration Building, minor roof repairs, etc. The renovations of buildings 100, 200, and 300 are currently being reviewed. A grant application is being worked on for submission. Additionally, a list of backup projects for potential ARRA funding is currently being developed, to include the preparation of bids that are to be active throughout the year.

## **3. Investment Reports as of September 30, 2010**

Copies were provided in the packets for the board's information.

## **4. Gift-giving Campaign Sub-Committee Reports**

Capital & Major Giving (Lori Okada) - The Compadres Mall has pledged a donation of \$25,000 to be given in December 2010. A percentage of the donation will be used toward supporting the Survey Technology Program.

Annual Giving & Events (Joe Leon Guerrero) - No report at this time. Mr. Leon Guerrero is currently off island.

Planned Giving (Gerry Cruz) - No report at this time.

Scholarships & Endowments (Gina Ramos) - Lolita Reyes reported that ICRC, a stateside company, has agreed to fund \$10,000 toward an endowment for the Project Management Course. Additionally, SAICC has also expressed interest in making a donation for scholarships under the STEM Program (contact person is Ben Palacios)

Communications (James Martinez) - An email blast will be sent out to members of the Guam Chamber of Commerce and the Guam Hotel & Restaurant Association promoting GCC's upcoming Christmas Tree sale which is scheduled to start after the Thanksgiving holiday.

**V. UNFINISHED BUSINESS**

**1. Construction Projects Updates:**

Student Center - Project completion is scheduled for December 2011. The mobilization of the construction/contractor office on campus is to take place soon.

Learning Resources Center: Ribbon Cutting Ceremony is Friday, December 10, 2010 at 10:00am.

**VI. NEW BUSINESS**

**1. Fund Manager Introduction**

Mr. Dan Rolands from Morgan Stanley Smith Barney (MSSB) Consulting Group provided members a packet containing information relative to providing investment related services for the Guam Community College Foundation. Topics covered in Mr. Rolands presentation included the Foundation's Investment Policy Statement, Large Core Equity Manager Review, International Equity Manager Review, Fixed Income Manager Review, and the Asset Allocation Analysis. It was highly emphasized that the Foundation Board needs to approve and have in place its Investment Policy Statement (IPS), with quarterly reviews to be done by MSSB.

**VII. NEXT QUARTERLY MEETING** - December 22, 2010, GCC President's Conference Room, 12:00 noon.

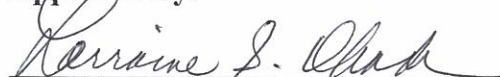
**VIII. ANNOUNCEMENTS** - None.

**IX. ADJOURNMENT** - There being no further discussion, the meeting of October 27, 2010 adjourned at approximately 1:55 p.m.

Submitted by:

  
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LOURDES V. BAUTISTA  
Recording Secretary

Approved by:

  
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LORRAINE S. OKADA  
Chairperson

**DEC 29 2010**