



REGULAR BOARD MEETING  
GVB MAIN CONFERENCE ROOM, 4:00PM  
THURSDAY; February 23, 2012

**Board of Directors Present:**

Chairman Monte Mesa	Bruce Kloppenburg
Carol Tayama	Theresa A. Arriola
Judy Flores	N. Oscar Miyashita
Eduardo (Champ) Calvo	Rizk Saad

**Board of Directors Present Telephonically:**

**Board of Directors Absent:**

Vice Chairman Mark Baldyga	Hope Cristobal
Nathan Taimanglo	Jennifer Crisostomo

**GVB Management and Staff Present:**

Joann Camacho	Nathan Denight	Mark Manglona
Dee Hernandez	Charlen Hitosis	Pilar Laguana
Debi Phillips	Tony Muna	Rose Cunliffe
Gina Kono	Laurette Perez	June Sugawara
Nadine Leon Guerrero	Janel Perez	

**Guests:** Regine Biscoe Lee, Office of Senator Muña Barnes; Dan Fitzgerald, Deloitte

❖ **Proceedings:**

Meeting called to order at 4:25 p.m. by Chairman Mesa.

Review of the previous Regular Board minutes dated February 9, 2012.

- o **Motion made by Director Tayama, seconded by Director Miyashita, to approve the minutes of February 9, 2012.**

**Motion approved (subject to correction).**

❖ **Chairman's Report:**

- Chairman Mesa stated that he would have a follow up meeting with GIAA Chairman, Michael Ysrael and new GIAA Executive Manager, Charles "Chuck" Ada once he gets settled in to his position next week.
- Chairman Mesa updated the board on the meeting with Mr. Hiroshi Tachi, Guam's Tourism Ambassador from Japan. He stated that Mr. Tachi has established close rapport with several government officials from Japan such as the Tokyo Governor.
- Chairman Mesa stated that he has requested for Mr. Tachi to work with the Tokyo government to see what could be done to obtain the Haneda-Guam flight.
- Chairman Mesa added that Mr. Tachi also established relationships with the Ministry of Land, Infrastructure and Transport and would also approach his contacts to see what could be done to help facilitate a slot directly with Japan Airlines or through LCCs.
- Chairman Mesa stated that Mr. Tachi would keep him up-to-date as to the outcome of his meetings. He added that since former GVB Board Member, Jack Yoshino was back in Japan; he would also follow up with Mr. Tachi.



GUAM

- Chairman Mesa stated that he would be communicating with Mr. Tachi and Mr. Yoshino for updates and if any progress has been made.
- Chairman Mesa stated that Vice Chairman Baldyga was aware of the meeting with Mr. Tachi and what was asked of him and that this was part of JGTC's strategy to utilize the designation of the Guam Tourism Ambassador to its maximum.
- Chairman Mesa stated that former GVB Board Member Richard Lai brought the Japan Football Association (JFA) Executive Board to Guam. He added that this summer they would be bringing in the Asian International Football Tournament at Harmon field, which was the field that was developed by the Guam Football Association (GFA) with the support from FIFA.
- Chairman Mesa stated that the field has reached a level of professionalism in terms of the course itself and would be holding the first time ever a tournament that would bring all Asian countries to Guam this summer.
- Chairman Mesa informed the board that JFA also oversees the World Champion Women's Football Association.
- Chairman Mesa added that they would be having an exhibition game with the U.S. team in June and that there were discussions with JFA's President and board if the team would be able to train in Guam.
- Chairman Mesa stated that GFA would work with the management of the Leo Palace Resort to see if that could be arranged. He added that this would bring in great media attention to the island.
- Chairman Mesa commented that the Women's Soccer Team is in its fifth year and have already achieved being world champions as compared to the Men's organization who have been around for twenty-five years and have yet to be made world champions.
- Chairman Mesa updated the board on the Guam Chamorro Education Facility (GCEF) dba museum and that it is on track. He stated that the twelve firms picked up the RFP for Designer, but only four firms submitted their proposals, which is still under the procurement process.
- Chairman Mesa stated that today was GEDA's board meeting and that they would make a selection on the highest rated Architect and Design Team.
- Director Kloppenburg asked if there were any discussions about relocating.
- Chairman Mesa replied yes. He stated that the proposed location was Fort Apugan however that there were issues in regards to how it relates to Fort Apugan and the surrounding area.
- Chairman Mesa stated that they looked at the Hagatña area and that there were two proposed locations, which is the Post Office and Skinner Plaza.
- Chairman Mesa added that after reevaluating time and the least cost to implement and execute the construction of the museum that Skinner Plaza was chosen based upon the preliminary reviews.
- Chairman Mesa stated that the one item that has not been ascertained is what was underneath the ground, which would need to be studied once the architect and design team are actually hired.
- Chairman Mesa commented that the project is moving forward.
- Chairman Mesa stated that the HOT Bond Projects list has been fine tuned to include Plaza de España. He added that the RFP for Contractor to bid for those projects would be awarded.
- Chairman Mesa stated that that one team would focus on the GCEF and another team would focus on all other tourism sites. He stated that the committee recommended that the projects needed to be split up accordingly.
- GM Camacho added that the number one item on the list is the Tumon Flooding.
- Chairman Mesa commented that they are trying to mitigate the flooding situation in Tumon, which has been taking longer than expected and that the engineering team would need to speed it up.
- Chairman Mesa informed the board that GVB has been nominated to the PATA Board. He stated that GM Camacho would be on the nomination list and hopefully would be able to garner enough support to get another seat on the board.
- Director Kloppenburg inquired who previously was on the PATA Board.

- Chairman Mesa replied former GVB GM Gerry Perez. He stated that his term had expired and was unable to run again.
- Chairman Mesa added that PATA requested GVB representation from Guam due to being the hub for Micronesia and have championed issues of the PATA Micronesia region and also that GVB has the financial resources to participate should we be back on the board.
- Director Miyashita inquired about the number of PATA board members.
- Chairman Mesa replied fifteen.
- Director Calvo asked if GVB had to do anything.
- Chairman Mesa replied that GVB needed board approval to submit the nomination for GM Camacho. He added that there would be a letter sent to PATA designating GVB's nominee.

○ **Motion made by Director Arriola, seconded by Director Calvo, to approve GVB General Manager Joann Camacho as nominee to the Pacific Asia Travel Association (PATA) Board.**  
**Motion approved.**

- Chairman Mesa informed the board that Mr. Dan Fitzgerald was present to give an update status on GVB's audit.
- D. Fitzgerald stated that GVB has provided responses to the Public Auditors office and would be meeting tomorrow in order to go through those responses. He added that the final audit would be issued next week Tuesday or Wednesday and would be printed on the newspaper either Thursday or Friday.
- D. Fitzgerald stated that GVB's operation is based on disbursements and that revenue is driven by the Government of Guam - Division of Accounts.
- D. Fitzgerald reported financial statement issues. He stated that there were two issues. 1. Confirming that GVB received all the payments as what DoA has said that they made, and 2. DoA has confirmed that they owed GVB as of September 3, 2011 and that some of the accounts that they've confirmed was owed have yet to be collected.
- D. Fitzgerald commented that the question is if DoA confirms that they owe GVB would it ever be collected.
- D. Fitzgerald stated that GVB has taken the position in excess of \$1 million that it would be reflected on the books as deferred revenue and would recognize it as revenue when received as cash, but there is no probability to predict when DoA would release the money to GVB.
- D. Fitzgerald stated that from a financial statement standpoint that is the question, which arose several years ago. He added that normally if money is due they would usually pay it before the audit in order to confirm that.
- D. Fitzgerald stated that it would be inappropriate to characterize this as a bad debt since DoA has confirmed the money owed to GVB, however it doesn't mean that it would ever be collected.
- D. Fitzgerald stated that the deferred revenue and receivable are netted so you're only showing the net amount on the financial statement, which has been explained on the footnote.
- D. Fitzgerald added that the Public Auditor's office and GVB Management are fully aware of this. He added that management has spent a lot of time with DoA in attempt to collect the money but that it was dependent on DoA's cash flow.
- D. Fitzgerald stated that as far as findings there was one material finding with respect to the cutoff on recording of contributing goods and services.
- D. Fitzgerald stated that some of the businesses send them in late, which led to a potential audit adjustment with the respect to the cutoff on in-kind contributions.
- D. Fitzgerald stated that there were no additional findings on the audit report.
- Director Miyashita inquired if that would be considered a material weakness.
- D. Fitzgerald replied not at all and that is was immaterial.

- Director Kloppenburg inquired when would the money that DoA owes be categorized as bad debt.
- D. Fitzgerald replied that GVB never recognized as revenue and bad debt is when you actually recognize revenue and have not collected revenue.
- D. Fitzgerald stated when you have a receivable and payable situation on the balance sheet then you would net those two. He added that there are two measures in determining revenue:
  - 1) Is it revenue? 2) Is it collectable?
- D. Fitzgerald stated that in working with DoA they have confirmed balances dues but have never paid them. He added that this situation has not impacted the financial statement.
- D. Fitzgerald stated that management has been conservative and therefore won't enter into the income stream until such time when GVB actually receives as cash.
- Director Miyashita added that GVB wouldn't recognize revenue unless GVB collected the cash.
- Director Calvo inquired about the nature of the appropriation.
- D. Fitzgerald responded it was recently confirmed as to what the dollar value was and that there is no indication GVB would be receiving it. He added that if GVB were to receive, it would go to 2012 revenue.
- Chairman Mesa commented that GVB had a \$1 million expense yet to be paid.
- D. Fitzgerald replied no. He stated that GVB did not run it through revenue and did not budget it.
- D. Fitzgerald commented that GVB has been down this path before and have been very conservative.
- Director Miyashita inquired if it would be appropriate to reflect as revenue and then provide a provision as a doubtful account.
- D. Fitzgerald responded that if GVB and the board wish to highlight the issue. He added that it was the highlight of the OPA report and would be released to media.
- Chairman Mesa inquired how far back is the uncollected appropriation.
- D. Fitzgerald replied 2011.
- Director Calvo questioned if it would lapse.
- D. Fitzgerald responded that DoA confirmed that they owe GVB and have recorded that, so there is no lapse.
- D. Fitzgerald added that if DoA doesn't pay then in essence it would lapse when they write it off their books.
- Director Kloppenburg commented that in the past, GVB carried a huge accounts receivable amount and wrote it off as bad debt.
- D. Fitzgerald stated that GVB never recognized it as revenue.
- Director Kloppenburg commented that this was the very reason why we have to cut back on programs.
- D. Fitzgerald stated that audit would be completed next week.

#### ❖ **General Manager's Report**

- GM Camacho reported that overall visitor arrivals from Feb. 1-18, 2012 was at -6.3%. She commented that this had to do with the shift of Chinese New Year.
- GM Camacho reported that for FY2012 arrivals that it is up 3.4%: Japan remains flat, Korea 10.7%, Taiwan 58%, China 45%.
- GM Camacho informed the board that month end and market share reports going forward would be presented quarterly.
- Chairman Mesa agreed.
- GM Camacho reported that the Korean KBS 2 TV crew was on Guam. She stated that they were driving to Inarajan and spoke with 1959 Miss Guam and invited the crew to her home.
- GM Camacho stated that the crew didn't get her name and were trying to track her name.
- GM Camacho stated that P. Laguana and G. Kono attended the LA Times Travel Show. She stated that this was the 14<sup>th</sup> year that GVB has participated.

- GM Camacho added that there was a cultural performance by Kutturán Chamorro Foundation as well as many friends in the area who volunteered their time to help at the booth.
- GM Camacho stated that United donated a roundtrip ticket to Guam. She added that in order to win the prize the participants had to have knowledge about Guam.
- GM Camacho stated that the raffle ticket drawing video was posted on GVB's facebook page and YouTube on February 14<sup>th</sup>.
- *Video was played for the board members.*
- GM Camacho commended P. Laguana, Tony Muna and the team.
- GM Camacho stated that she attended along with DGM Denight the 2012 Philippine Travel Agencies Association Travel Tour Expo. She added that Guam won "Most Fun" Award and commended Vince Reyes and his dancers.
- GM Camacho reported that the Social Media Seminars and Workshop with Jason Lin went very well. She added that the Membership Workshop on February 10<sup>th</sup> was well attended and that everyone was up to speed with social media and Guam.
- GM Camacho stated the GIFT in Yigo was a success. She added that it showed visitors our culture.
- Chairman Mesa commented that the level continues to increase and our visitors are given a lot of activities to do.
- GM Camacho informed the board that GVB & GHRA have events that mirror each other with the same mission and objectives.
 

GVB: Maila Ta Fan Boka Cultural Conference (Buy Local Theme) Excellence in Tourism Awards	GHRA: Taste Guam PHARE (Buy Local Theme) All Star Awards
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- GM Camacho stated that GVB would be partnering with GHRA (non-profit organization) and that their board was also aware of the partnership.
- GM Camacho added that these events would make for a better and more prestigious event.
- GM Camacho stated that GHRA would manage and execute and GVB would sponsor, provide input, and promote and assist in the execution to ensure objectives are accomplished.
- GM Camacho stated that a working group has been established to merge events and to work out the final details.
- GM Camacho stated that she would update the board on this partnership.
- Chairman Mesa commented that it was great to form a partnership to utilize and maximize both resources; however if these are fundraising events all revenue made should be shared by both organizations. He stated to make sure that revenue is allocated.
- Director Calvo added that there should be a clause as part of the partnership agreement.
- Director Saad wanted to clarify that the All Star Awards is for recognition and that the PHARE is held to showcase the trade on Guam and encourage those off-island to commerce with the hotels and restaurants.
- Director Saad added that there are a lot of expenses with these events and very little money is left over and that if there is any money left it is donated to local enforcement agencies.
- Director Saad stated that for Taste Guam it is in partnership with the Micronesia Chef Association and that the money is given to local chefs for scholarships, as it is a funding mechanism to afford the scholarships.
- Director Saad added that there is not much revenue to share and that the recognition would be presented by GVB and GHRA.
- Director Calvo questioned if GVB raises revenue at the Maila Ta Fan Boka event.
- GM Camacho replied no.
- Chairman Mesa responded that the Guam Micronesia Island Fair and Guam Ko'ko' Road Race generated revenue.

- GM Camacho stated that GVB and GHRA would test the partnership this year, because there is too much duplication of events.
- Director Arriola stated that the events should not be GHRA sponsored by GVB, but suggested that it should be a joint title, such as GHRA and GVB presents the event.
- GM Camacho advised the board that the FY2013 budget is due to Senator Ben Pangelinan by May 1, 2012 and that each committee should be working on their needs, wants, and desires.
- GM Camacho added that looking at the budget of \$14.5 million, we should look at a 10% increase that would bring GVB to \$16 million.
- Director Arriola commented that management should look at how revenues are going.
- Director Saad suggested for management to see how effective the travel shows are and asked if anyone has measured the success of the shows.
- Director Miyashita stated that Director Saad gave a valid point. He suggested that GVB should evaluate the travel shows.
- Director Miyashita added that for example, the Philippine Travel Expo had a huge attendance, however he wasn't sure if GVB was getting a return on that.
- Chairman Mesa responded that at last year's Philippine Travel Expo there were actual sales processed by United and Philippine Airlines and possibly they could look into what was sold.
- GM Camacho commented that the travel shows exposes Guam.
- Director Arriola stated that on the GSA contract it requires that type of report. She added that GVB won't be able to receive numbers of sales but should be able to get the media value.
- Director Arriola suggested that the report should be accompanied with the trip expense report.
- Director Arriola stated that in the Philippines 90% of travelers are returning residents and questioned if it is a true tourism market or friends or family.
- GM Camacho stated that not only did she attend the travel expo, but also met with key representatives from Philippine Airlines.
- Director Calvo inquired if GVB analyzed the visitors from the Philippines.
- Director Arriola replied that GSA should have the report.
- Director Calvo asked for GM Camacho to provide that report at the next board meeting.
- Director Saad suggested analyzing what shows GVB should attend and shift the money into the other markets.
- Chairman Mesa stated that the Marketing Committee should put a plan together and justify.
- Director Arriola inquired when should the committees have the plans submitted to the board.
- Chairman Mesa replied that we would have one budget meeting in April.
- GM Camacho informed the board of the circular she received dated January 25, 2012 from the Department of Administration regarding travel policy mileage reporting. She added that those employees traveling paid for by the government needed to turn over mileage to the Government of Guam mileage bank account.
- GM Camacho stated that she would have J. Perez email the circular to the board.
- GM Camacho stated that this applied to United mileage only, because the government does not have mileage accrual accounts with Delta or any other airline.
- GM Camacho added that she sent the circular to Tom Fisher for his legal advice and in his response GVB would have to comply.
- Director Tayama commented that she recalled this issue being tried in court and that it was ruled unconstitutional. She added that this was going to be a challenge.
- GM Camacho stated that this was a government-wide mandate and wanted the board to be aware.
- Chairman Mesa inquired for FY2011 travel if United had a report of those travel being qualified to have accrued mileage.

- GM Camacho stated that all government agencies to include GVB have ten (10) business days to report the mileage and any unreported mileage; the traveler would be penalized by paying back for the mileage charges through payroll deduction.
- Director Calvo inquired perspective or retroactive.
- Chairman Mesa responded that the GVB shouldn't go back.
- Chairman Mesa stated that board should set policy that any travel moving forward effective today and booked by GVB would go to the mileage bank account.
- Director Calvo recommended that management should create a mechanism to make it as simple as possible and to avoid accruing liability.
- Chairman Mesa wanted to make note that as an example he saved GVB \$328 on his trip by booking directly through United.com as to paying \$1,600. He suggested booking the fare and getting the cheapest rate online.
- Chairman Mesa stated that this was an example of taking advantage, because every day we wait the rate increases.
- Director Calvo suggested that all GVB travel be charged to one GVB credit card account.
- Director Kloppenburg recommended that the board and management obtain a waiver and exemption for GVB because our business is to travel.
- Director Calvo stated that the issue to be aware of is creating liability for those not complying with the law.
- Director Calvo recommended for management to check if an exemption could be obtained. He stated that this might have to go through Legislative action.
- Director Calvo stated that he would have a conversation with T. Fisher and report to the board and management.
- Director Calvo recommended for management to create a process to adopt in the meantime, so we don't accrue liability for the trips to be taken moving forward. He added that management would need to figure out how to fix the trips already taken while the law was in place.
- Director Calvo stated for management to comeback with a report or recommendation and he would get involved.
- Director Calvo inquired if GVB has been following proposed legislation that could impact us. He stated that it is easier to stop and inquired if management has begun monitoring travel with mileage.
- GM Camacho replied that she was unaware that it would apply to GVB.
- Director Arriola asked Regine Biscoe Lee, representative from Senator Muña Barnes' office, that anything that would directly or indirectly impact GVB if it could be flagged or alert GVB.
- GM Camacho responded that GVB has been receiving notices from Senator Muña Barnes' office of those that might impact GVB.

❖ **Report of the Treasurer:**

○ **Cash Position Report:**

- Cash report as of February 20, 2012.
- Total cash in banks report (as of 02/20/12) \$6,920,378.73
- Total allotment received to date: \$5,555,232.07

- Director Miyashita commented that the comparative report against last year showed more cash in banks.
- Chairman Mesa stated that it was due to timing of payables and there was \$1 million more in allotments.
- GM Camacho stated that we have been very diligent every month and before TAF numbers come out; we are given what our projection is.

➤ Chairman Mesa wanted to make note that on the Statement of Revenues and Expenditures it showed that Foreign Exchange Gain/Loss was down to \$7,000. He commented that it was getting better with the fluctuation.

- **Motion made by Director Calvo, seconded by Director Arriola, to approve the Cash Position Report as of February 20, 2012.**  
**Motion approved.**

❖ **Report of the Board Committees:**

**A. The Strategic Advisory Council:**

➤ Nothing to report.

**B. Administration/Government Relations:**

➤ Nothing to report.

**C. Executive Committee:**

➤ Nothing to report.

**D. Japan Marketing:**

- **Motion made by Director Tayama, seconded by Director Kloppenburg, to approve travel for the General Manager or her representative, one board member and one Japan staff to attend the quarterly Japan Guam Tourism Council meetings held in Tokyo, Nagoya and Osaka. Projected months of the meetings are June and September 2012. (Estimated cost per trip \$8,320.50; account # SMD008).**

**Discussion**

- Director Kloppenburg recommended revising the motion to remove "her representative". He stated that it was important for the General Manager to attend those meetings.
- Director Kloppenburg added that the Japanese put a lot of emphasis on titles and that the representative carrying the most weight is the General Manager.
- Director Kloppenburg stated that GM Camacho must attend and be present more often.

- **Motion amended by Director Kloppenburg, seconded by Director Tayama, to approve travel for the General Manager, one board member and one Japan staff to attend the quarterly Japan Guam Tourism Council meetings held in Tokyo, Nagoya and Osaka. Projected months of the meetings are June and September 2012. (Estimated cost per trip \$8,320.50; account # SMD008).**

**Discussion**

- Director Miyashita inquired what would happen if the General Manager was ill then the board would need to come back to the motion and approve.
- Chairman Mesa responded that if the General Manager for any circumstances would be unable to go then the second in command, which is the Deputy General Manager, would attend.
- Director Kloppenburg stated that Japan is GVB's core market and reiterated that they put a lot of emphasis on titles.

- **Amended motion was amended by Director Miyashita, seconded by Director Kloppenburg, to approve travel for the General Manager or her designated representative, one board member and one Japan staff to attend the quarterly Japan Guam Tourism Council meetings held in Tokyo, Nagoya and Osaka.**



**Projected months of the meetings are June and September 2012. (Estimated cost per trip \$8,320.50; account # SMD008).  
Amended motion approved.**

**Background:**

The Japan Guam Tourism Council holds quarterly meetings to discuss the current market situation. Meetings are held in the three major regions for Japan's outbound travel to Guam.

Breakdown is as follows:

Airfare	\$700.00	\$2,100.00
Nagoya Per Diem (Board and Sr. Mgmt)	\$565.00	\$1,130.00
Nagoya Per Diem (Staff)	\$452.00	\$452.00
Nagoya Train Fare	\$92.00	\$276.00
Osaka Per Diem (Board and Sr. Mgmt)	\$548.75	\$1,097.50
Osaka Per Diem (Staff)	\$439.00	\$439.00
Osaka Train Fare	\$208.00	\$624.00
Tokyo Per Diem (Board and Sr. Mgmt)	\$652.50	\$1,305.00
Tokyo Per Diem (Staff)	\$522.00	\$522.00
Tokyo Train Fare	\$125.00	\$375.00
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	\$4,304.25	\$8,320.50

**Issue:** Board approval required for all travel

- Chairman Mesa stated that Japan is GVB's core market and that he received projections from another entity reflecting positive numbers based on reservations by tour agents. He inquired why was there a 3% drop in arrivals on the first 18 days of February.
- N. Leon Guerrero responded that there was several incentive groups that came in that weren't reflected on the report because of the dates. She added that the number is higher than what was reported.
- N. Leon Guerrero there were some incentive groups that came in that weren't reflected on the report because of the dates. The number is higher than that.
- Chairman Mesa commented that on tour agent reservations it was looking positive at an 82% load factor. He added that based on that it should've been parallel to showing a positive.
- Chairman Mesa stated that either the projections are inaccurate or our numbers are not collaborating effectively of the way we are retrieving our numbers. He added that he wanted to put that on alert.
- Chairman Mesa stated that Guam is on the recovery mode and suggested that on the reports it should footnote the reason for the drop.

**E. Korea Marketing:**

- Director Miyashita advised the board that he was planning a trip back to Korea to visit key airline representatives in the month of March.
- Director Miyashita added that it was very important to continue the dialogue with existing carriers and potential carriers, such as Jeju Air.
- Director Miyashita commented that he was concerned and puzzled as to why the MTD2012 arrivals showed a decrease in arrivals.
- GM Camacho responded that it was the timing of the charters.
- Director Miyashita stated that KAL would be having extra flights four times a week starting at the end of the month. He added that the planes being used are the Boeing 737-800 and 900.

- Director Miyashita stated that daily flights would continue through October and that KAL would determine if those flights would be put on regular flights.
- Director Saad added that there are eleven flights a week.
- Director Miyashita responded yes starting March 25<sup>th</sup>.
- Director Calvo inquired if KAL would have projections that they would be able to share with GVB.
- Felix Reyes replied yes.
- F. Reyes stated that Jin Air might have additional flights.
- GM Camacho added that Jin Air would be calling it their summer special.
- Chairman Mesa asked Director Miyashita to follow up on additional flights with airline representatives there and that he would ask Vice Chairman Baldyga to follow up with Mr. Hiromi Tagawa on Jin Air.
- Director Miyashita agreed.

**F. Existing Markets:**

- **National Council of State Tourism Directors Meeting / Chamorro Cultural Festival**  
**Motion made by Director Kloppenburg, seconded by Director Calvo, to approve travel for the GVB General Manager to attend the Spring Forum of the U.S. Travel Association's National Council of State Tourism Directors in Washington, DC during March 21-22, 2012 and the Chamorro Cultural Festival, San Diego, California during March 24, 2012. (Travel cost approximately \$4,318.75; Acct. #US-SMD-023)**  
**Motion approved.**

**Discussion**

- Director Kloppenburg stated that GVB are members.
- GM Camacho responded yes.
- F. Reyes stated that Brand USA would be launching their integrated marketing campaign this spring and since GM Camacho would be in Washington, DC they felt that it would be good to coincide her return trip to attend the Chamorro Cultural Festival in San Diego.
- F. Reyes added that GVB attended the festival last year.

<b>Airfare</b>	<b>\$2,525 x 1 pax</b>	<b>\$2,525.00</b>
<b>Per Diem – Lodging (DC)</b>	<b>\$280.00/day x 3 days</b>	<b>\$840.00</b>
<b>Per Diem – M&amp;IE (DC)</b>	<b>\$88.75/day x 4 days</b>	<b>\$355.00</b>
<b>Per Diem – Lodging (SD)</b>	<b>\$166.25/day x 2 days</b>	<b>\$332.50</b>
<b>Per Diem – M&amp;IE (SD)</b>	<b>\$88.75/day x 3 days</b>	<b>\$266.25</b>
	<b>TOTAL</b>	<b>\$4,318.75</b>

**Background:** The Senior Director, National Council Relations, U.S. Travel Association, has invited the GVB General Manager to attend the Spring Forum of the National Council of State Tourism Directors (NCSTD) in Washington, DC

The Brand USA is a public/private partnership with the mission of promoting travel to the U.S. in International markets. Brand USA will be launching an integrated international advertising campaign in Spring 2012, including a new website, DiscoverAmerica.com.

The General Manager will join other state tourism directors in meetings to discuss relative subjects and how Guam can be made a part of this advertising campaign and other initiatives that may be discussed.

GVB has again been invited to join the Chelu, Inc. and their Chamorro Cultural Festival and Concert on March 24, 2012 in San Diego. GVB attended the event last year and it proved successful. GVB plans to have the General Manager attend the event to network with area Chamorro clubs and organizations to expand its outreach as part of the North America Marketing Plan to encourage Guam travel by stateside Chamorros and friends of Guam. GVB is being given a booth at little cost.

**Issue:** Board approval required for all travel.

o **USTA International Pow Wow**

**Motion made by Director Kloppenburg, seconded by Director Arriola, to approve travel for two GVB staff to attend the 44th U.S. Travel Association International Pow Wow in Los Angeles, California during April 21-25, 2012. (Travel cost approximately \$6,352.00; Acct. #US-TTC044)**

**Motion approved.**

**Discussion**

- Chairman Mesa stated that this was an annual event and has been attended by GVB.
- P. Laguana stated at this event, GVB has met with wholesalers of charters out of China and would meet with Russian agents. She added that this was all business – B2B.
- Chairman Mesa commented that he remembered there was media that did travel segment for a travel magazine organization in the west coast.
- GM Camacho commented that at last year’s meeting Spring Travel brought a charter over.

<b>Airfare</b>	<b>\$2,025 x 2 pax</b>	<b>\$4,050.00</b>
<b>Per Diem – Lodging</b>	<b>\$125/day x 5 days x 2 pax</b>	<b>\$1,250.00</b>
<b>Per Diem – M&amp;IE</b>	<b>\$71/day x 6 days x 2 pax</b>	<b>\$852.00</b>
<b>Excess Baggage</b>	<b>\$100 x 2 pax</b>	<b>\$200.00</b>
	<b>TOTAL</b>	<b>\$6,352.00</b>

**Background:** As the largest generator of travel to the USA with more than \$3.8 billion in future travel booked each year, the U.S. Travel Association’s Int’l Pow Wow is incredibly important to the economic well-being of its participating 1,200 U.S. travel organizations, including Guam. Approximately 5,500 delegates, including international and domestic buyers from 70 countries and across the U.S. will once again attend this 44th Anniversary International Pow Wow. Between 350 – 400 travel journalists from around the globe will be attending as well. This event allows GVB management and marketing staff to follow-up with those met in prior Pow Wows and to meet one-on-one with dozens of influential travel professionals to reinforce Guam travel. During last year’s event, GVB marketing staff met with more than 100 travel journalists, and travel agents to discuss Guam and regional travel from their respective destinations. In fact, GVB marketing was interviewed by TravMedia.com and featured online on their travel network. The show provides unprecedented opportunities to expose Guam to the North American market as well as internationally in a single venue.

Participation in the USTA International Pow Wow strongly supports the FY2012 North America Marketing Plan to raise and enhance awareness about Guam and encourage travel from North America to the region.

**Issue:** Board approval required for all travel.

o **PATA Tri-Annual Meeting**

**Motion made by Director Kloppenburg, seconded Director Arriola, to approve travel for the GVB Marketing Manager and GVB Marketing staff to attend the PATA Tri-Annual Meeting taking place in Pohnpei, FSM from March 29-31, 2012. (Travel cost approximately \$3,400.00; FY2012 Pacific PATA Chapter Meetings Acct. #PA-SMD024)**

**Motion approved.**

**Discussion**

- Director Kloppenburg stated that GVB has been a part of PATA for years. He added that GVB has been an intricate component to that entire organization.
- Chairman Mesa added that this would garner support for GVB’s nominee due to members being already there.

<b>Airfare</b>	<b>\$1,000 x 2 pax</b>	<b>\$2,000.00</b>
<b>Per Diem – Lodging/MIE</b>	<b>\$177/day x 3 days x 2 pax</b>	<b>\$1,062.00</b>
<b>Misc Expenses, Fees, Transportation</b>	<b>\$75 x 3 days</b>	<b>\$338.00</b>
	<b>TOTAL</b>	<b>\$3,400.00</b>

**Background:** The Guam Visitors Bureau is an active member of the PATA Micronesia Chapter’s Marketing, Membership and Executive Committee as well as the PATA Branding Subcommittee. In addition, the Guam chapter members continue to serve as active members in promoting and marketing the Micronesia Region. The upcoming meeting in Pohnpei FSM, will cover chapter work that was initiated last year and one major topic of discussion will be the chapter’s progress in the PATA Branding Initiatives which the bureau has actively solicited for assistance with federal funds to support the chapter’s branding work. In addition, the chapter will cover this year’s Regional promotion/events taking place in 2012.

**Issue:** Board approval required for all travel.

o **ASIA DIVE EXPO**

**Motion made by Director Kloppenburg, seconded by Director Arriola, to approve travel for two (2) Marketing staff to attend the Asia Dive Expo (ADEX 2012) in the Marina Bay Sands Expo Convention Centre, Singapore from April 12-16, 2012. (Travel cost approximately \$6,900.00; FY2012 Pacific ADEX 2012 Acct. #PA-TTC053)**

**Motion approved.**

**Discussion**

- Director Kloppenburg stated that this was the only dive show that GVB participated in.
- F. Reyes stated that United Airlines would join GVB at this show by selling packages not only in Guam but the entire Micronesia region.

- F. Reyes commented that there are more divers in Southeast Asia than anywhere else.
- Chairman Mesa stated that one of the ways to grow the Singapore market would be to arrange through United with their alliance Singapore Air for a potential direct flight. He added that if United would be joining GVB in promoting the dive destination for Guam and the Micronesia then this would be a good reinforcement in trying to build that consensus and market.
- Director Miyashita stated that it was very important to attend this show, however his concern was the return by attending these types of shows.
- Director Miyashita stated that we don't spend enough money in Destination Management where they're always limited in funds and we need to spend money in campaigning for Russia and China where resources are also limited. He questioned if GVB should continue to invest on these particular trips and asked for ideas from management.
- Chairman Mesa stated that GVB would need to work with the Legislature in shaping the budget allocation. He added that GVB use to have full funding and now special appropriations that have taken away a lot of marketing ability for GVB.
- Chairman Mesa stated to lobby hard and that it was GVB's objective to continue to bring in and increase the number of visitors to stay in hotels, so we receive the return on the HOT revenues that our agency gets funding from.
- Chairman Mesa stated that we are getting some projects through the remainder of the bond proceeds that would be addressed, but there are key issues that are perpetual problems that are not listed in the initial projects list and that GVB's opportunity would be in the new budget cycle.
- Director Saad stated that he was very frustrated that he is receiving no assistance with Destination Management, which is extremely important and not one Director has assisted.
- Director Saad stated that he had a meeting with COS Frank Arriola along with GM Camacho where he asked for assistance such as funding and resources.
- Director Saad stated that COS Arriola noted all the concerns.
- Director Saad commented that no one attempted to help Destination Management and yet there are discussions about the importance of safety of the island and that we are unable to provide \$40,000 to uniform 150 CAPE volunteers on the street, install cameras, etc.
- Director Saad stated that Destination Management is ineffective. He added that there are meetings and there are efforts to get the job done but there is no funding.
- Chairman Mesa asked Director Saad if he was suggesting that part of the marketing dollars be earmarked.
- Director Saad responded that GVB needed to be creative if Guam as a destination is important to us. He suggested for all to meet for a session to figure out how to fund these programs we want to do.
- Director Kloppenburg responded that we shouldn't rob Peter to pay Paul. He added that we shouldn't tear apart marketing programs in order to fund the clean up of Guam.
- Director Kloppenburg recommended for a discussion to have a mindset that we shouldn't take from one to do the other. He added that GVB continue to do the marketing programs and to get those agencies on what they're suppose to be doing on these projects, because GVB can't be all to everything.
- Director Kloppenburg apologized that he wasn't able to attend the Destination Management meeting and commented that he had four years of that and understands Director Saad's frustrations.
- GM Camacho commented that the process has been slow and out of our control but GVB would continue to push forward.
- *Director Kloppenburg commented that the discussions were going away from the motion and asked P. Laguana to explain the value of the Dive Show.*
- P. Laguana stated that GVB use to attend the Dive Show in Florida called ADEX. She stated that this was the largest scuba dive show in the U.S.

- P. Laguana stated that scuba divers are high-end type of travelers and that it is a very elite and expensive sport that meets our market segment of going after travelers that could afford to travel. She added not just to Guam but also to the Micronesia.
- P. Laguana stated that these divers prefer multiple dive destinations and Micronesia by far is the dream dive destination.
- P. Laguana stated that ADEX is always held in Singapore and that makes us closer to the market source where we want to be. She added that the show brings in dive seekers throughout the region of Asia to focus on dive destinations in this region of the Pacific and Asia.
- P. Laguana commented that Micronesia is a dream dive destination and that every island is known to have something unique.
- P. Laguana stated that Micronesia has commanded a very desirable dive experience for divers around the world but we're closer to appealing those in Asia and we wanted to capture them and that is the reason why GVB attends the ADEX show.
- P. Laguana stated that GVB tries to capture higher spending type of traveler coming this way and is one of our strongest assets.
- Director Miyashita inquired if Chuuk and Palau have sent representatives to the show.
- P. Laguana replied that only Palau and that their private sector attends all the time. She added that Palau's private sector has been very aggressive in attracting divers to Palau and not only in Asia, but as far as Europe.
- Director Calvo stated that Guam could not compete with Palau. He stated that people go to Palau and that Guam was a good staging point for the rest of Micronesia.
- P. Laguana stated that the best-kept secret of stopping in Guam is that our dive equipment is quite affordable. She added that Guam is a great place for divers to check their gear and purchase at a relatively low cost.

<b>Airfare</b>	<b>\$1,000 x 2 pax</b>	<b>\$2,000.00</b>
<b>Per Diem – Lodging/MIE</b>	<b>\$440/day x 5 days = \$2200 x 2 pax</b>	<b>\$4,400.00</b>
<b>Misc Expenses, Fees, Transportation</b>	<b>\$100 x 5 days</b>	<b>\$500.00</b>
	<b>TOTAL</b>	<b>\$6,900.00</b>

**Background:** The ADEX 2012 is the only dive show that the Bureau participates in and this year marks its 18<sup>th</sup> year anniversary. The bureau has participated in the past 5-6 years and it has been able to generate interest in Guam and Micronesia as well as share with other dive fanatics within the Asia region to explore and "Dive Guam and Micronesia". Last year, United Airlines and Philippine Airlines were able to join the Guam booth and this year we look to gain more dive operators and GVB membership to participate in this yearly dive show.

**Issue:** Board approval required for all travel.

**G. New Market Development:**

- **Motion made by Director Kloppenburg, seconded by Director Arriola, to approve travel for Senator Tina Muna Barnes and two (2) GVB staff to attend MITT 2012 in Moscow, Russia and the Guam Road Shows in Khabarovsk & Vladivostok scheduled for March 18 – 28, 2012. (Cost approximately \$26,228.23, Acct. No. CI-SMD023).  
Motion approved.**

## **Discussion**

- Director Kloppenburg stated that the road trip would be to the eastern cities, as GVB would be targeting as our market. He stated that originally there were four cities, but had to downsize to two.
- Director Kloppenburg informed the board that Marketing was pretty close to finalizing the marketing plans for Russia, although that he hasn't seen the final draft, he has had discussed it in length with P. Laguana.
- Director Kloppenburg stated that right now they are taking away funds from the China account to pay for Russia. He stated the need to fund the Russian Market.
- Director Kloppenburg stated that he wasn't sure as to when the entire marketing plan would be made available, however he expected the plans to be completed by the next week or so.
- Director Kloppenburg stated that GVB would need \$210,000+ to market Russia until the end of the year and right now the funds are being taken away from China.
- Director Kloppenburg stressed that the Bureau needed to understand that they needed to maintain the China presence that has been established, because when it does happen it's going to happen quickly and as funds are taken we're not going to be able to fund programs. He stated that there needed to be a funding source for the Russian Market.
- Director Kloppenburg recommended re-programming the 15% cut and taking a little of that from all the different markets to create the Russia budget.
- Director Kloppenburg stated that moving forward into FY2013 the budget would be somewhere in the amount of \$500,000 for Russia.
- Director Miyashita stated that the Bureau wouldn't be able to ask the Legislature for additional funds now.
- Director Kloppenburg replied that it could be done internally.
- Director Kloppenburg inquired about the 15% cut and that he thought it was objected at board level.
- GM Camacho replied that last year's budget was China/Russia together. She added that the Bureau focused on China because they thought that it would be immediate, but Russia happened first.
- GM Camacho stated that internally the Bureau has been holding back a reserve and not a cut and once she receives the Marketing budget then she would be able to look internally to see if it could be financially supported within the current budget.
- Director Calvo stated that the government owes \$1 million and that GVB should acknowledge that obligation rather than going back and asking for more money. He added that this was an Executive Branch decision.
- GM Camacho stated to Director Calvo that there is no cash.
- GM Camacho stated that when the fiscal year ends the rollover does not exist.
- Rose Cunliffe made a recommendation to the board that there is a TCD that could be used.
- Director Calvo inquired on the amount.
- R. Cunliffe replied approximately \$537,000.
- Chairman Mesa stated to look at the numbers that has been allocated, which is \$900,000 for China.
- Director Calvo responded that there is \$26,000 that is needed for the trip that wasn't planned for on the budget and \$40,000 needed for CAPE and those are two immediate needs.
- Director Calvo suggested using the TCD and move forward.
- GM Camacho added that there are other dynamics into Destination Management.
- Director Kloppenburg requested for an explanation on the 15% cut.
- GM Camacho replied that it was on reserve and that it was a government-wide mandate to reserve.
- Director Arriola stated that when the budget was passed there was a directive in writing. She inquired if the front office or BBMR reduced the allotment by 15%.
- R. Cunliffe replied yes.
- Director Arriola responded that the 15% was a cut and not reserved.

- Chairman Mesa stated that the monthly allocations from the HOT collection that 15% is being taken out.
- Director Kloppenburg stated the need to get the 15%, so Russia and China could be funded without having to ask for a supplemental budget.
- Director Tayama recommended that GM Camacho should go.
- Director Kloppenburg stated that P. Laguana and Gina Kono are going. He commented that the proper people are going.
- Director Kloppenburg stated that it cost \$1,600 for a visa.
- GM Camacho responded that she would be working on Russia on-island with frontline people.
- Chairman Mesa stated that it was impossible for the GM to go because she would be in Washington, DC during that time period.
- Director Tayama stated that it would be good for upper management to attend the first trip to Russia.
- Director Kloppenburg stated that P. Laguana is the most senior and experienced staff that is going to lead the Russia trip.
- Director Tayama stated that she wasn't reducing the number of staff going and that she would like for either the GM or DGM to go.
- GM Camacho stated that it takes about a month to get a visa, which she doesn't have nor the DGM.

**Breakdown:**

Airfare:	\$2,125.41 x 3 pax =	\$6,376.23
Per Diem:	\$520/day x 11 days =	\$5,720.00 (Senator)
	\$416/day x 11 days x 2 =	\$9,152.00 (GVB Staff)
Russian Visa:	\$1,660 x 3 applicants =	\$4,980.00
<b>TOTAL EXPENSE:</b>		<b>\$26,228.23</b>

**Background:**

Beginning January 15, 2012, Russian tourists were permitted to enter Guam under the Guam-CNMI Visa Waiver Program on the status of Parole Authority. In order to educate Russia about Guam, GVB will be joining the Visit USA Pavilion at the MITT Fair 2012 in Moscow, Russia scheduled for March 21 – 24, 2012.

The bureau has also scheduled road shows in Khabarovsk and Vladivostok to meet with travel agents for a Guam Product Update Seminar.

**Issue:** Board approval needed for all travel.

- Director Kloppenburg stated that the process is still moving forward with regards to the China Visa Waiver and that Governor Calvo would be heading to Washington, DC to meet representatives there.
- Director Kloppenburg stated that he had discussions with United this morning and stated that it's moving closer to decision.
- Director Kloppenburg stated that there should be a decision in a couple of months.
- GM Camacho stated that the Congresswoman would be here the week of March 12<sup>th</sup> to give her update on the CVW.
- Director Kloppenburg recommended scheduling the meeting and inviting the same individuals from GHRA, GCOC, and CCCG.



## **H. Destination Management:**

- Chairman Mesa commended Director Saad on the great work that has been done by his committee. He added that the lighting in Tumon deserved recognition especially with the creative way of the collaborative efforts between Johnson Controls Inc. and GPA.
- Chairman Mesa strongly suggested that if GVB is partnering with GHRA that they look at some of their activities where they have made money to assist with the issues that we have with safety and cleanliness of our island.
- Chairman Mesa stated that GVB cannot do everything and that we need partners. He stated that if it is the true intent of the organization to start the partnership then put up the money and share because all would benefit from it.
- Chairman Mesa stated that GHRA gives a lot of money into the community and suggested to also take care of what is really driving businesses at the hotels, which are the visitors. He added that it's great to support the community but at time of austerity and frustration we are facing we all need to be creative.
- Chairman Mesa stated that he confirmed the meeting with COS Arriola and planned to attend but the meeting time was changed and due to scheduling conflict he was unable to attend later that afternoon.
- Chairman Mesa added that he has been talking to the Oversight Chair to look at ways on how to allocate the funding and to look at a realistic standpoint to allocate the money.
- Chairman Mesa stated that he agreed with Director Kloppenburg that we shouldn't keep cutting from one market or program to fund another because that is not the way to handle in business.
- Director Saad stated that they've attempted to chase the funds.
- Chairman Mesa responded that this was out of GVB's control and this why we need to speak with one voice and need support from GHRA that this is important from the industry standpoint.
- Chairman Mesa stated that everyone is frustrated and it seems like GVB has been appointed to do everything. He added that if GVB is mandated to take charge of all projects then we need to get the money from the other agencies, and then it would be handled.
- Chairman Mesa commented that this was the political side that we need to work on and could achieve.
- Director Arriola stated that the board should support in taking care of the island because the visitors and the community deserve the best infrastructure.
- GM Camacho stated that many of the agencies don't have the funding support so they request from GVB because we are the arm that could make it happen.
- Director Arriola responded that the agencies perceive that GVB could make it happen.
- Director Saad reported that the handbilling in Tumon has been addressed and that the businesses would be receiving hand delivered letters informing them of the law and GVB's intention to enforce the law.
- Director Saad stated that he met with COS Arriola on February 14<sup>th</sup> and that he took a lot of notes and waiting for his assistance.

## **I. Membership Development:**

- Director Kloppenburg reminded the board of the Membership Meeting scheduled for March 19<sup>th</sup> from 11:30 a.m. to 1:30 p.m. at the Hilton, Micronesia Ballroom.
- Director Kloppenburg stated that the speaker has been confirmed to be Mr. Shinya Kurosawa, VP of Global Business Unit for JTB. He added that he should be able to give good insights as to what their future plans are.
- Chairman Mesa informed the board that he would be off-island as well as Vice Chairman Baldyga.
- Director Kloppenburg stated that a new board member has been selected, which was conducted by the three remaining elected members and that two have agreed for the replacement.
- Director Kloppenburg stated that after lengthy and heavy discussions, Carissa Fortino, Managing Director for DFS Mid Pacific Region has been selected. He added that she would be notified of her nomination and if she accepts then she would be at the next board meeting.

- Director Kloppenburg stated that C. Fortino has been active with JMC and knows a little bit of how GVB conducted business at a committee level.
- Director Kloppenburg stated that there has been intense lobbying by United Airlines. He added that there should be an airline representative on the board but that could be a decision at the Membership election in nine months.
- Director Kloppenburg informed the board that they were also trying to balance the board and bring in experienced members and that Bartley Jackson and Dave Tydingco's names were weighed in heavily.
- Director Kloppenburg stated that DFS asked for the seat and because of the efforts of DFS and leading the charge of the CVW and funding the lobbyists they felt that it was a no brainer.

**J. Research:**

- GM Camacho stated that the Tourism Satellite Account study was still ongoing and that the draft results should be out in March and the final report would be in April.
- GM Camacho commented that the last one was done in 2007.

**K. Cultural Heritage & Community Outreach:**

- Director Arriola stated that her committee did not meet this month and that the next meeting is scheduled in early March and that the budget would be addressed as well as the items addressed by former GVB Board Member Jack Yoshino and would reference February 9<sup>th</sup> minutes.
- Director Arriola stated that as she is a representative for FestPac, there has been a meeting scheduled for the end of March in the Solomon Islands would be attending. She stated that this would set up protocol for shadowing as well as talking to representatives during the council meetings.
- Director Arriola added that she would be making arrangements for certain things such as a reception for dignitaries.
- Director Arriola stated that there are no funds coming out of GVB but out of the FestPac account.

**L. Sports & Events:**

- Chairman Mesa stated as mentioned earlier under his report, he recommended for the committee to work with the Guam Football Association to find out if there is anything that GVB could do to support the Asian International Football Tournament this summer.
- Chairman Mesa stated that the tournament would include all Asian countries to include Vietnam.

❖ **EXECUTIVE SESSION**

- Nothing to report.

❖ **OLD BUSINESS:**

- Director Calvo reviewed the MCA budget and he stated that with the needs of GVB he questioned the \$50,000 for the Hagatña Feasibility Study. He inquired if this was something to be incurred right away and if those funds were available dollars.
- Chairman Mesa replied yes and that there are allotments coming in but it's not the total amount.
- GM Camacho stated that when the budget was done there were two call outs from Senator Muña Barnes.
- Director Calvo stated that the Bureau has immediate needs and the Feasibility Study is not an immediate need and inquired if the study could be put off until next year.
- GM Camacho responded that the funds have been earmarked for MCA.
- Chairman Mesa stated that there are other ways to get the study done.
- Director Kloppenburg advised the board that there have been verbal reports from the first Russian visitors that are coming back with negative impressions. He stated that the island is dirty and the parks are not

- kept.
- Director Kloppenburg commented that this was not an impressive first start and that something has to be done.
  - Chairman Mesa stated that there is \$110,000 from the FY2012 TAF budget and inquired about The Pacific War Museum Foundation's budget and how the funds are being spent.
  - Chairman Mesa added that with the degree of urgency that would be another funding source.
  - GM Camacho stated that she did not receive their budget.
  - Director Arriola suggested that the negative feedback from the Russian visitors should be forwarded to the Legislature or the Administration because it might help to get some type of action to assist Destination Management.
  - Director Saad asked if the feedback from the Russian visitors were in writing.
  - Director Kloppenburg replied that he wasn't sure.

❖ **NEW BUSINESS:**

- Nothing to report.

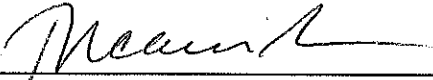
❖ **ANNOUNCEMENTS**

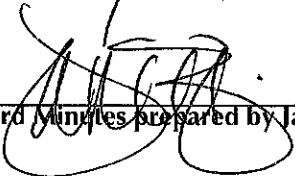
- DGM Denight informed the board that Hafa Adai Pledge would have a supplement in PDN for Chamorro Month and that PDN might solicit support from organizations to advertise in the supplement. He added that \$7,000 was needed but they have already received \$5,200 in sales. He wanted for board members to be aware incase they were solicited.
- Chairman Mesa suggested tapping the other organizations that have yet to participate. He stated that this would be a good opportunity for smaller businesses to receive public recognition.

❖ **ADJOURNMENT:**

- Motion made by Director Calvo, seconded by Director Miyashita, to adjourn the meeting. Meeting adjourned at 6:20 p.m.

Attested:

  
\_\_\_\_\_  
Ms. Theresa C. Arriola, Secretary of the Board of Directors

  
\_\_\_\_\_  
Board Minutes prepared by Janel Perez, Executive Secretary