

**Guam Hotel & Restaurant Association
Board of Directors Meeting Minutes**

Wednesday, May 27, 2020
at the Hyatt Regency Guam

I. CALL TO ORDER

Meeting was called to order at 10:30 a.m.

BOARD TITLE	BOARD MEMBER	ATTENDANCE	YTD ABSENCES*
Chairman	Toshiro Doi	Present	0 / 5
First Vice Chair	Marie Guerrero	Present via Zoom	0 / 5
Treasurer/Secretary	Sudipta Basu	Present	0 / 5
Hotelier Vice Chairman	Dean Huntsman	Present via Zoom	1 / 5
Restaurateur Vice Chairman	Frank Kenney	Absent	2 / 5
Allied Vice Chairman	Tae Oh	Present	0 / 5
Director	Jeffrey Schweizer	Present	0 / 5
Director	Bartley A. Jackson	Present via Zoom	1 / 5
Director	Edson Lai	Present	1 / 5
10th Board Member	Sophia Chu Wigsten	Present	0 / 5

*A Board Member may not miss more than five board meetings in a year.

II. NO MINUTES for March and April Board Meetings

The board did not have minutes for March and April Board Meetings due to a lack of quorum. President Rhodes, however, provided board members who were present on the April 15, 2020 meeting with an update on the local Government of Guam quarantine hotels, USS Roosevelt quarantine hotels, US Air Force quarantine at Guam Reef, and the medical mission group at the Leo Palace Hotel.

III. REPORTS/ COMMUNICATIONS

- **Treasurer's Report**

President Rhodes provided copies of the Treasurer's Report.

- **President's Report**

President Rhodes provided a copy of the President's report. Updates were provided for the USS Roosevelt and Economic Advisory Task Force. As part of the USS Roosevelt update, President Rhodes provided an update on operations, command post, positives of green and yellow sailors, contract negotiations with contract letters and definitized contract, attorney's contract for GHRA representing the subcontractors and administering the contract, pending signed indemnification letters for GHRA and the President for 'coordination of services', and the need to hire representation to help with the negotiations because we have been at an impasse with US NavSup in Pearl Harbor and have to negotiate with the attorneys and director of US NavSup in Pennsylvania. President Rhodes brought a copy of the contract for board members to review along with the waiver of conflict since Calvo Fisher Jacob LLC is also the firm for PHR, but all 11 hotels unanimously agreed to retain the services and pay for the attorney's fees as a group represented by GHRA. After a brief discussion, a motion was made by Director Schweizer and a second motion was made by Director Oh to approve GHRA to enter into a contract agreement with Calvo Fisher & Jacob LLC with the understanding that the 11 subcontracted hotels would pay for the attorney's fees

Without objection, the board unanimously approved GHRA to enter into a contract agreement with Calvo Fisher & Jacob LLC with the understanding that the 11 subcontracted hotels would pay for the attorney's fees.

- **GVB Report**

President Rhodes provided a copy of the Coronavirus Task Force report. President Rhodes provided the slides and handouts for the GHRA segment of the GVB Webinar series as well as the slides for the May report from the Coronavirus Task Force and first draft of the Economic Recovery Plan for GVB.

IV. NEW BUSINESS

- **New Membership**

Chairman Doi asked the board to review the applications for Sidelines - Allied. Director Chu Wigsten made a motion seconded by Director Schweizer to approve the membership of Sidelines - Allied.

Without objection, the board unanimously approved the membership of Sidelines - Allied.

- **Legislative Watch & Regulatory Agencies**

President Rhodes shared an update regarding the DPHSS Reopening Guidelines and GHRA submitted the National Restaurant Association Guidelines as well as the American Hotel & Lodging Association's Guidelines to serve as references and resources for the industry. The board discussed the concerns and issues regarding standardizing this for the tourism industry and raised concerns regarding protocols, supplies, supply chain management, logistics, government seizures, etc.

- Hygiene and safety standards
- Workspace modifications
- Training employees

President Rhodes asked the board if they would like to see GHRA focused on initiatives or special projects during this pandemic, which the industry employees and members would be interested in getting more support. Chairman Doi shared his concern about enforcement of the standards to the businesses and concerns for not being able to get enough of the required supplies for the reopening. Directors Schweizer and Chu Wigsten shared the same concerns regarding supply chain management as well as a standardization of the hygiene and safety practices for the industry. Allied Vice Chairman shared his interest in developing standards for the short term vacation rentals. Hotelier Vice Chair Huntsman shared his concern about government seizures on hand sanitizers & PPE. First Vice Chairman Guerrero and President Rhodes shared training information and how some of the training can be conducted to make up hours for the PPP program.

- **Training & Grants**

President Rhodes shared an update regarding GHRA's participation with Guam Department of Labor, Guam Economic Development Authority and the Economic Advisory Task Force by providing input and industry information on Paycheck Protection Program (PPP), Pandemic Unemployment Assistance (PUA) and the Cares Act - GEDA Small Business Grant.

OLD BUSINESS

- **Events & Programs - Cancelled / Rescheduled**

President Rhodes shared with the board that the funds will be limited for the remainder of the year. GHRA receives income from dues and the 35% administrative fee from events and trainings. President Rhodes has already cut the budget with personnel and operational costs including Roxann mutually separating and going on PUA, Angel leaving GHRA due to a new job at SBDC, cancelling the hiring on a new FTE to replace Roxann, and Lina staying as a 32-hour employee with the intention of having her train 8 hours a week. GHRA will not be able to host events and fundraise the remainder of the year without the following:

- Sports
- GHRA Social
- PHARE
- HERO
- Housekeeping Gala
- Tourism Cup

The GHRA staff and Management have been discussing online options (e.g. training, webinars, awards recognition) to go along with the website upgrade and new mobile application that is currently being developed.

OTHER BUSINESS

GHRA Board of Directors Actions

m/s/c *Without objection, the board unanimously approved GHRA to enter into a contract agreement with Calvo Fisher & Jacob LLC with the understanding that the 11 subcontracted hotels would pay for the attorney's fees.*

m/s/c *Without objection, the board unanimously approved the membership of Sidelines - Allied.*

VII. ADJOURNMENT

A motion was made by Allied Vice Chairman Oh and seconded by Director Schweizer to adjourn the meeting. The meeting was adjourned at 12:10 p.m. and will be June 17th at 10:30 a.m. at GHRA. Respectfully submitted by Mary Rhodes on behalf of the Secretary

Approved: Secretary to the Board

Date