

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

Wednesday, June 17, 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 / 6
First Vice Chair	Marie Guerrero	Present	0 / 6
Treasurer/Secretary	Sudipta Basu	Present	0 / 6
Hotelier Vice Chairman	Dean Huntsman	Absent	2 / 6
Restaurateur Vice Chairman	Frank Kenney	Present	2 / 6
Allied Vice Chairman	Tae Oh	Present	0 / 6
Director	Jeffrey Schweizer	Present	0 / 6
Director	Bartley A. Jackson	Present	2 / 6
Director	Edson Lai	Present	2 / 6
10th Board Member	Sophia Chu Wigsten	Present	0 / 6

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

II. APPROVAL OF MINUTES May 27, 2020 Board Meeting

Chairman Doi asked the board to review the minutes from the May 27, 2020 meeting. Director Chu Wigsten made a motion seconded by Director Schweizer to approve the minutes for May 27, 2020 subject to typographical errors and corrections.

Without objection, the board unanimously approved the meeting minutes of May 27, 2020.

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 the completion of the reconciliation process, finalization of the CLIN numbers for the definitized contract (version 4), subcontracts for all vendors with GHRA including the indemnification / release of claims for GHRA and the President for 'coordination of services' as well as payment for attorney fees on behalf of GHRA and subject to the FAR clauses, final invoices, and request for final payment.

- **GVB Report**

President Rhodes provided a copy of the Coronavirus Task Force information. President Rhodes will share the tourism economic recovery plan when it is approved for distribution.

IV. NEW BUSINESS

- **New Membership**

None

- **Office - Lease Renewal**

President Rhodes provided information presented by Sorenson Media Group on the Lease Renewal for the GHRA Office. The last two years, GHRA has been paying \$1700 for the shared space and two enclosed offices. The renewal rate is being proposed at \$2500 per month. President Rhodes shared with the board she would like to renegotiate with SMG to consider a 50% break during COVID, an extension until December 2020 on the current lease and a renewal based on \$2000 for 2021 and consideration for \$2500 in 2022. After a brief discussion, the board liked the strategy but also wants to consider other options (in case SMG does not agree).

- **Legislative Watch & Regulatory Agencies**

President Rhodes provided an update on two bills introduced to the legislature. Bill 343-35 - Prohibit the seizure by government for property of seizure and Bill 348-35 COVID 19 compensation for private sector and BPT to 4% temporarily.

OLD BUSINESS

- **Events & Programs**

President Rhodes discussed the concern about having cancelled events for the rest of the year with Sports, GHRA Socials, PHARE, HERO, Housekeeping Gala, and the Tourism Cup. In addition to dues, GHRA receives income from the 35% administrative fee from events and trainings. Restaurateur Vice Chairman Kenney asked about austerity measures (e.g. budget cuts, personnel). President Rhodes provided the update she gave the previous month in that FTE is down due to Roxann mutually separating and going on PUA, Angel leaving GHRA due to a new job at SBDC, cancelled 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. Although we don't have the 35% administrative fee from events, GHRA does not have other expenses throughout the rest of the year except for operations which is currently performing at -27.82%.

After a brief discussion, President Rhodes shared with the board she will apply for the EIDL and PPP for GHRA before the due date of June 30, 2020. Treasurer Basu will provide assistance as the Treasurer for GHRA. A motion was made by Director Chu Wigsten, seconded by Director Schweizer to approve applying for EIDL & PPP.

m/s/c Without objection, the board unanimously approved applying for EIDL & PPP

OTHER BUSINESS

Restaurateur Vice Chairman Frank Kenney asked President Rhodes if there's an update on the online projects (website and mobile application) and if GHRA is going to put together a program for the restaurants to promote who is open and operational for takeout or dine in. After a brief discussion, it was agreed that this should be for both restaurants and hotels. This promotion will support the businesses in the industry and GHRA should consider a comprehensive marketing approach with billboards, TV/radio and the new website and mobile application to create an impact and provided added value to the GHRA members.

GHRA Board of Directors Actions

m/s/c Without objection, the board unanimously approved the meeting minutes of May 27, 2020.

m/s/c Without objection, the board unanimously approved applying for EIDL & PPP

VII. ADJOURNMENT

A motion was made by Allied Vice Chairman Oh and seconded by Treasurer/Secretary Basu to adjourn the meeting. The meeting was adjourned at 11:55 a.m. and will be March 17th at 10:30 a.m. at GHRA. Respectfully submitted by Mary Rhodes on behalf of the Secretary

Approved: Secretary to the Board

Date