

**NMC FOUNDATION**  
Foundation Meeting  
Board of Regents Conference Room  
NMC Saipan Campus  
June 13, 2007  
Minutes

**I. PRELIMINARY MATTERS**

Chairman Babauta first welcomed the NMC President, Dr. Carmen Fernandez to Northern Marianas College and to her first NMC Foundation Meeting. The Foundation members were asked to introduce themselves.

First was Mr. Michael Von Siebenthal who is the NMC Foundation Vice-President and is also the General Manager at Hyatt Regency Hotel, Yoichi Matsumura is the General Manager of Pacific Development Inc., David Burger from Burger & Comer, P.C, Ivan Quichocho from Tan Holdings, Jay Jones from Triple J, Dr. Rita Inos who represents the NMC Board of Regents and NMC Foundation Chairman, Mr. Vicente Babauta of DFS Saipan.

Dr. Fernandez gave her brief remarks, she explained how honored and how much it is a blessing to be a part of the NMC family. She indicated that NMC has an awesome potential. Dr. Fernandez expressed her commitment and dedication most especially with getting NMC lifted from probation and to really build on the colleges' local capacity. Finally, she also thanked the Foundation members for their hard work and most of all for their services to the Foundation. Dr. Fernandez looks forward to working closer with the Foundation members in the coming years for the benefit of not only NMC but the CNMI Community we well.

---

**A. Roll Call**

The NMC Foundation meeting was called to order at 10:00a.m. at the NMC Board of Regents' Conference room in Saipan.

The NMC Foundation President, Mr. Ben Babauta recognized the presence of the foundation members as indicated below.

Present: David Burger, Felicidad Ogumoro, Dr. Rita H. Inos, Ray Villagomez, Ron Barrineau, Joanna C. Pai, Yoichi Matsumura, Michael Von Siebenthal, Ivan Quichocho, Ben Babauta, Jay Jones, George Fleming, Danny Wyatt, and Mark Mendiola.

Mr. Ben Babauta, President, presided.

---

**B. Adoption of Agenda** – Dr. Rita H. Inos motioned to adopt the agenda. The motion was Seconded by Member Ivan Quichocho. There were no objections and the motion passed.

So noted, Chairman Babauta added under number four in the agenda, under Miscellaneous Announcements, the Proposed NMC College Campus Walk Thru which will be sometime in August. It will be discussed later in the agenda.

**C. Adoption of Minutes – January 24, 2007**

Board Member Ivan Quichocho motioned to adopt the January 24, 2007 minutes. The motion was seconded by Dr. Rita Inos. There were no objections and the motion passed.

**II. Old Business –**

**A. 5<sup>th</sup> Annual Golf Tournament**

Mr. Michael Von Siebenthal who was this year's Co-Chairperson for the 5<sup>th</sup> Annual Golf Tournament reported that the event went very well and it would not have been possible without the hard work of the board and to all that were involved. He indicated that there are still a couple of outstanding donations that were committed. A collection of about \$76,000 dollars out of the \$89,000.00 that was committed was collected so far. A collection of \$13,000 dollars is still pending. Mr. Von Siebenthal also added that the raffle tickets that were sold at the Banquet came to about \$2,000 dollars. The total revenue was \$87,000. He also indicated that the total expenses was nothing out of the ordinary, everything was within the amount budgeted for the event. All that was spent was \$17,000 dollars. There should be a profit of \$70,000 dollars and an outstanding of \$13,000 still pending and with a bit of luck it should go up to \$83,000 dollars in total collection.

Mr. Babauta pointed out that the Golf Tournament fundraising was a huge success and that they should plan on a tentative date for next year's tournament.

**III. New Business –**

**A. CFO Report – Investment Report**

Mr. Raaj Kurapati, reported that in the package, is a copy of the latest summary report on the current performance of the foundation as of March 31, 2007. The first part is primarily an overview of the market (a detailed report on what Smith Barney recognizes to be some of the issues with the markets) and some of the concerns and positives things. The last two pages of the report is a control fund summary report. He stated that when this fund first began with Smith Barney back in February 2005 with approximately \$3.4 Million dollars in the fund.

And as of March 31, 2007, the fund is at \$4,127,000.00, an appreciation of approximately \$700,000 dollars. In summary, an appreciation of approximately ten percent annually which is really good.

The CFO indicated that he also receives monthly reports and summary reports which is usually what he uses to update the members on the investment fund based on the two reports. In April, the foundation's investment showed that there was an appreciation of \$90,000 dollars and about the same in May too. By the end of June, approximately \$3 to \$4.35 Million dollars will be expected if all goes well. The performance has been very good and every positive. Overall, in all categories they have been doing very well. All the fund managers are also performing well with the exception of the large fixed incomes which are very common when you're talking about a market place that increases rates.

Furthermore, the interest rates are going up and you'll be seeing an adjustment but historically, when markets do well, fixed income securities usually do well too.

Raaj also indicated that there has been some discussion with the President on revisiting the investment policy and looking at maybe reallocating the distribution of the funds and being a little bit more aggressive. The process is that the investment committee members need to first come up with a proposed policy. Then, the Investment Committee will then present the proposed policy to the NMC Board of Regents. The NMC Board of Regents would then need to sanction the proposed policy. Raaj informed the members that the proposed policy will be presented to them at its' next meeting.

After much discussion, the committee will plan on presenting the proposed policy for the reallocation of the investment funds.

#### B. Foundation Committee Structure –

Chairman Babauta proposed to create the following committees:

1. Investment & Grant Committee – Dave Burger will continue to spearhead this committee. This committee is responsible for the foundation's investment funds and grants proposals.
2. Special Projects Committee – Mr. Ivan Quichocho was chosen to Chair this committee. The Special Projects committee will oversee all the different fundraising events for example the Annual Golf Tournament and NMC Gala Dinner which are two of the major events sponsored by the NMC Foundation.
3. Scholarship Committee – Mr. Jay Jones was chosen to Chair this committee. This committee is responsible for raising funds for scholarship programs. The committee will also be responsible for administering of the scholarships to include the creation of the scholarship policy, evaluation and recommendation of the distribution of the awards. The committee will also coordinate and discuss with the Saipan Chamber of Commerce on collaborating with the Northern Marianas College's aspiration to increase the enrollment drive by promoting the college through other education foundations such as the Rotary Club and various community organizations. Mr. Mark Mendiola, the foundation director offered to meet and discuss with Kathryn Barry the possibility of coordinating efforts in promoting the Northern Marianas College and to coming up with scholarship programs. In addition, this committee will be responsible for earmarking and assigning a budget on an annual basis.

C. NMC Tinian Furniture Request – The NMC President, Dr. Carmen Fernandez informed the foundation members that during her first visit to the Tinian Campus, she was quite disappointed with the furniture being used. The furniture's were essentially tables that were falling apart and some recycled furniture that are not conducive for the students. President Fernandez said that she observed that many of the students spend a lot of time in the student lounge and with the help of new furniture it can liven the place up.

In order to make this a reality for the Tinian Campus, President Fernandez requested for up to \$5,500 dollars to refurbish the classrooms with new tables and chairs before the opening of the school year.

After much discussion, foundation member Mike Von Siebenthal moved for approval of the request made by the NMC President in the amount of up to \$5,500 dollars to procure furniture for the NMC Tinian Campus. There were no objections and the motion was approved by a majority voice vote.

IV. Miscellaneous/Announcements -

- A. NMC College Campus Walk Thru - Chairman Babauta proposed a college campus visit and appreciation luncheon with NMC staff, faculty, and its' administrators. The purpose of this visit is to allow the foundation members to familiarize themselves with the various programs and services of NMC. A date and time will be set at the next foundation meeting.
- B. Alumni Association – Dr. Fernandez informed the foundation members that Mark Mendiola, the Foundation Director will be launching the Alumni Association very soon.
- C. Dr. Fernandez also recommended in obtaining short-term commitments from donors to bid offices and classroom spaces for dedication of the space to the donor. She also recommended naming the buildings instead of using letters.

At this time, Chairman Babauta went out of order to adopt the committee structure's which were established earlier in the agenda. The committees are as follows:

- 1. Investment & Grant Committee – Dave Burger, Chairperson
- 2. Special Projects Committee – Ivan Quichocho, Chairperson
- 3. Scholarship Committee – Jay Jones, Chairperson

Dr. Rita H. Inos moved for adoption of the committee structure as indicated above. The motion was seconded by member Ivan Quichocho. There were no objections, the motion passed by a majority voice vote.

Miscellaneous –

Dr. Rita Inos took this opportunity to thank the foundation members for the additional funds required for the recruitment during the Presidential search. She indicated that the board has been very pleased with the new NMC President. A financial statement will be provided to the foundation members for their information. Dr. Inos also solicited for the foundation members' continued support to the college.

Chairman Babauta echoed the same sentiments and looks forward to supporting the college in its mission.

V. Adjournment – The meeting adjourned at 11:40am.