

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

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**I. CALL TO ORDER**

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A. The Fifth 2020 Meeting of the Board was called to order at 4:20 pm on Thursday,  
November 19, 2020.

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The following were present:

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**Board Members:**

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Dr. Wilfred Leon Guerrero, Chairman

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Mr. John T. Calvo, Vice-Chairman

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Mr. George Chiu, Treasurer

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Dr. Thomas Krise, Executive Secretary

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Mr. Jesse Leon Guerrero, Director

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Ms. Flo Martinez, Director

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Fr. Francis Hezel, Director

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**UOG Endowment Staff:**

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Ms. Katrina Perez, Executive Director

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Ms. Patty Jean Ranger, Accounting Assistant

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**Guests:**

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Mr. David Okada, Chief Planning Officer/ Interim Chief of Staff, Office of the  
President

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Mr. Randall V. Wiegand, Vice President, Administration & Finance/Chief Business  
Officer

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Ms. Maree Pelkey, BGIS

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Ms. Alexander Leon Guerrero, BGIS

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Ms. Amanda Gima, Raymond James

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Mr. Jason Miyashita, Raymond James

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**II. APPROVAL OF THE MINUTES**

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A. September 20, 2020

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**Motion to approve** Jesse Leon Guerrero

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**Second:** Mr. George Chiu

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**Vote:** Unanimous

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2 **III. CHAIRMAN'S REMARKS**

3 None

4 **IV. COMMITTEE REPORTS**

5 **A. Finance Committee- Mr. Jesse Leon Guerrero, Committee Chair (Exhibit A)**

6 i. Finance Committee Meeting held on Friday, November 13, 2020

7 ii. Reports enclosed

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**1. BGIS**

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Ms. Pelkey presented the updated reports to the Board for BGIS. Ms. Pelkey stated as of November 17, 2020, UOGEF's total fund is currently at \$8.8M, and the overall allocation remains the same at the 70% equity, 30% fixed income allocation, and of that, 45% US equity and 25% to international markets.

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Ms. Pelkey presented page 2 of the BGIS Report and stated that the market continues to rally. Ms. Pelkey mentioned that in the past two days, there was a slight downfall but nothing major. Year to date, UOGEF's portfolio is up 8.5% versus the benchmark at 8.1% and return of cash of 0.55%. Ms. Pelkey then stated that trailing at one year, UOGEF is up 11.86%, three years at 8.74% Annualized and since inception 10.18% annualized. Ms. Pelkey added that UOGEF's funds have been doing well. The 8.5% is a testament to how UOGEF has recovered from March's low and the initial effects of the COVID-19 pandemic. Ms. Pelkey stated that the market continues to rally the uncertainty that That was causing the volatility over the past few months such as the United States election Has settled down, while there is still some controversy regarding the election, Ms. Pelkey stated that the real uncertainty that markets do not like had passed already.

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Ms. Pelkey then presented a Risk return chart for all the securities within the UOGEF portfolio. Ms. Pelkey stated that she wanted to show the Board the diversifying assets across all different asset classes and ensure the Board that BGIS does not over-allocate in risk.

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The third document Ms. Pelkey presented to the Board is the Quarter by Quarter summary. Ms. Pelkey previously mentioned that there was a downturn in the first quarter due to COVID-19, UOGEF was down -20.17%, and since rallied in the second quarter of 17.82%, third quarter the market continues to do positive at 6.56% and

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UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 fourth quarter to date, UOGEF is up 8.34%. Ms. Pelkey stated that BGIS projects  
2 that UOGEF will end the year on a positive note, which is good news for the  
3 portfolio. Ms. Pelkey added that depending on the outlook, and it depends on the  
4 pace and track of COVID, the physical and policy response from the government,  
5 which Ms. Pelkey does not expect a stimulus packet until the January timeframe.  
6 Ms. Pelkey mentions the Senate's run-up election in January, and Republicans will  
7 likely continue to hold their Majority in the Senate. With that, we will have a divided  
8 government BGIS does not expect any policy Changes within the next two years At  
9 least. Ms. Pelkey stated that some initial concerns Regarding the tax rates might  
10 not happen initially. Miss Buckley noted that she believes that is the reason behind  
11 the rise Within the past two weeks.  
12

13 **Discussion:**

14 Dr. Leon Guerrero asked Ms. Pelkey if she sees a 10% increase in 2021? Miss Paul  
15 Klee stated That it could never be guaranteed, but she also said that if the market  
16 continues, the track it is on it can be a possibility. Ms. Pelkey stated that we still  
17 have a month and a half to go, but 8.5% in a year, considering how 2020 was is not  
18 a bad deal so far. Dr. Leon Guerrero asked how 2021 will look? Ms. Pelkey clearly  
19 stated that the outlook of 2021 or depend on How COVID-19 continues to track.  
20 Ms. Pelkey added that the governments would do what they need to do to support  
21 the economy, and they have been so right now it all depends on people to combat  
22 the effects. Ms. Pelkey added that there is positive news on vaccines coming  
23 forward, which is a positive in terms of recovery from the pandemic. Ms. Pelkey  
24 stated that things are looking up.  
25

26 **Discussion:**

27 Mr. Leon Guerrero Ask if BGIS is factoring anything from the new administration  
28 coming in? Ms. Pelkey stated COVID-19 was the number one issue regardless of  
29 who was going to win the election since it is the most for-front issue. Recovering  
30 COVID-19 and improving the economy, we are a long way to go in terms of where  
31 we were before COVID-19; that will be the primary driver for government policies  
32 in the next year or so or coming years. Ms. Pelkey stated that we are still in the early  
33 phase of an economic recovery, which will be the primary focus. Tackling  
34 unemployment, getting businesses up and running again will be the driver of policy  
35 right now. Ms. Leon Guerrero added that BGIS has also re-balance last months to  
36 allocate out of its investment because of interest rates and the COVID-19 outlook.  
37 BGIS had the forward outlook and had already taken the steps with that outlook in  
38 line to position the portfolio accordingly, and as a result, you can see that it's been  
39 positive.

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

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**2. Raymond James**

Mr. Jason Miyashita and Ms. Amanda Gima presented to the Board for Raymond James. Mr. Miyashita started to give the UOGEF Board a capital market update. Mr. Miyashita stated that now that we are past the United States and Guam Elections, the market has had a nice run-up, and with closing up the year, he expects more volatility but mostly volatility on the upside as we finish up this administration and head in with the Biden Administration. Mr. Miyashita also stated that there is much momentum with the COVID vaccine announcements. Mr. Yamashita said that Raymond James is seeing a shift from growth to value as UOGEF is invested in both sectors which UOGEF is taking advantage of both sectors, so Mr. Miyashita is not concerned. Mr. Miyashita added that we are in the wait and see mood and waiting on Congress right now. Mr. Miyashita anticipates another stimulus is coming out in the next 45-60 days.

Ms. Gima then presented to the Board the UOGEF Funds update as of November 17, 2020. The first report Ms. Gima was the Aristotle Capital Management, which increases from \$866K to \$947K with 9.35%, versus 11.55%. Ms. Gima stated that Aristotle Capital Management is over-weight in the portfolio at 3.5%. The second account Ms. Gima presented to the Board was the Clearbridge ESG for international equity. Ms. Gima reminds the Board that Clearbridge is the one that replaced the Renaissance Investment Management (RIM), which is benchmarked against the MSCI EAFE; it had \$323K with a return of 4.53% versus 9.66%. Ms. Gima added that Raymond James is still waiting for all Clearbridge's investments to play out over the next quarter. Ms. Gima then stated that ClearBridge is underweight by -2%

The third account Ms. Gima presented was the Pacific Income advisors, which is a moderate Income. As of November 17, Mrs. Gima stated \$346K and ended at \$345K, which is down -1K at -0.29%, which is in line with the index of 0.10%. Ms. Gima then added that Pacific Income Advisors is in line with the asset allocation. The last account Ms. Gima presented was the BlackRock iShares, which is the global fixed income. Ms. Gima mentioned that it is currently measured against the BBg Bare Global Aggregate ex-US, but MS. Gima stated that the better version would be hedge; but Unfortunately, Raymond James does not have it in the intermediate performance, but UOGEF has it in the IF. Ms. Gima then mentioned a little discrepancy of return of 0.65% versus the 2.25%. Ms. Gima then assures the UOGEF Board that Raymond James is working on getting the correct indexes into their client's reporting, but this is the closes as of today. Ms. Gima then added that this

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 fund is underweight at -1.24%. Ms. Gima ended this portion of the report stating  
2 that UOGEF ended at \$1,770K for a period return of \$95K or 5.67% versus the  
3 benchmark at 7.92%. Physical to date, UOGEF Funds are up 7.08% versus the policy  
4 index of 1.90%. Ms. Gima added that the big difference came from the Aristotle  
5 Capital Management.  
6

7 Ms. Gima then presented For the Guam Board of Accountancy (GBOA) account  
8 invested in the balance hybrid model. GBOA's market today or quarter to date  
9 started at \$2,780,993 and ended at \$2,939K for a return of \$ 158,007-period return  
10 or 5.68% versus the benchmark of 7.26%. Fiscal year to date, GBOA has an 8.03%  
11 versus 7.26% for the policy index.  
12

13 **Discussion:**

14 Fr. Hezel asked Mr. Yamashita or Ms. Gima to explain what a policy index is. Mr.  
15 Yamashita explains that the policy index is a blend of UOGEF respected embassies  
16 based on the asset allocations. Ms. Yamashita then explained that it is a true  
17 "apples to apples" comparison where Raymond James compares the pre-allocate  
18 benchmark's active returns.  
19

20 **3. 2020 YTD Income Review**

21 Ms. Perez presents the 2020 Year to date Income Review. The first report Ms. Perez  
22 presented to the Board is a breakdown of the income year to date versus 2019. Ms.  
23 Perez mentioned that due to the challenges faced in 2020, UOGEF has not had  
24 many face to face events, UOGEF had a few at the beginning of the year, but later  
25 in the year, the UOGEF team had to cut back events. Ms. Perez stated that her  
26 report broke down the income between 2020 versus 2019 in different views to help  
27 the Board understand where UOGEF is receiving income. Ms. Perez then directs the  
28 Board of the different breakdowns (Division and Funds). Ms. Perez added that this  
29 breakdown does not include the investments or investment earnings. Ms. Perez  
30 mentioned the most significant decrease in income came from GBOA and CIS  
31 Conference. In 2020 CIS did have a conference, but due to the pandemic, they had  
32 to resort to a virtual conference, so there were no registration fees, but CIS did  
33 receive some sponsorships. In 2020 GBOA could not commit to their \$300K for their  
34 Visiting Professors program due to the challenges they faced with the Guam testing  
35 center's close, but after a conversation Ms. Perez had with Mr. Sandford, he is going  
36 to talk to his Board about a donation. Mr. Sanford did not mention an amount, but  
37 Ms. Perez is hopeful.  
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UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 Ms. Perez mentioned that the COVID-19 Telethon held in April received \$74K, and  
2 overall, Ms. Perez noticed that there were more donations received than expected  
3 due to this pandemic. Ms. Perez then mentioned that she is expecting funds from  
4 the G for Giving Campaign.

5  
6 The second report Ms. Perez presented is a breakdown of where the funds are  
7 being received from payroll deduction, events, single donation, or company  
8 donations.

9  
10 The third report Ms. Perez presented is a breakdown of In-Kind donations, mainly  
11 for PPE and meals for the Call Centers.

12  
13 **4. 2021 Operations Budget Review**

14 **Motion:**

15 **Dr. Leon Guerrero motion to approve the discussion only of the proposed**  
16 **Operations Budget for 2021.**

17 **Second:** Mr. George Chiu

18  
19 Ms. Perez presents the 2021 Operations Budget Review Report. Ms. Perez stated in  
20 the report, the Board of Directors can see UOGEF's budget for 2020 and what Ms.  
21 Perez expects to pay out for 2020. UOGEF has not used up all the 2020 Budget due  
22 to limited services in the UOGEF office, and UOGEF staff has been working remotely  
23 from home. UOGEF has been limiting outreach to Donors mainly because UOGEF is  
24 mindful/compassionate to Donors affected by the COVID-19 Pandemic.

25  
26 Ms. Perez then states the in the 2021 Budget, she is requesting a 6% increase from  
27 the 2020 budget. Ms. Perez noted the reason for the 6% increase was mainly for  
28 salary/wages/benefits. Ms. Perez then explains the main reason for the rise in  
29 salary/wages and benefits is to make the Executive Assistant for Annual Giving and  
30 Alumni position to be a full-time position and to hire a new Administrative  
31 Assistant. Ms. Perez then reminded the Board of the Vista employee that UOGEF  
32 had hired to manage UOGEF's social media. Ms. Perez then stated that Mr. Suarez  
33 is no longer a Vista employee, so now Ms. Perez is looking to employ social media  
34 management but not in the near future. Ms. Perez then stated that she would be  
35 reaching out to other possible Vista personnel or potential interns who are seeking  
36 experience in working with a non-profit organization.

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UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 Ms. Perez then explained the purpose behind the increase in Professional Services  
2 and how \$16,500 is budgeted for the Surveyor's contact working on the Yona  
3 property, and the payout will occur when Mr. Santos finalizes his work with the  
4 boundary points in Yona.

5  
6 **Discussion:**

7 Mr. Leon Guerrero asked if he had any updates? Ms. Perez replied "No, he has not".  
8 Ms. Perez then stated that UOGEF is still trying to gather quotes for someone who  
9 can go around a put semi-boundary markers in certain points.

10  
11 Ms. Perez then stated the second part of the Professional Services increase is due  
12 to Deloitte just recently invoicing UOGEF for services that were done back in 2017.  
13 Ms. Perez said that since Deloitte is now invoicing UOGEF for their services, she can  
14 now better budget for future invoices from Deloitte. Ms. Perez then asked the  
15 Board if they had any questions for the 2021 Budget items.

16  
17 **Discussion:**

18 Dr. Leon Guerrero questions Ms. Perez to clarify how much of an increase she is  
19 requesting and for what? Ms. Perez stated the amount increase requested is  
20 \$20,754 (6% increase) and the main reason for the increase in salaries and benefits.  
21 Mr. Leon Guerrero then included that the increase was also for the Professional  
22 Services from 7% to 11%. Dr. Leon Guerrero then asked Ms. Perez if UOGEF has the  
23 money for the increase? Ms. Perez replied, "Yes, sir, we do." Mr. Leon Guerrero  
24 then added that in 2020, UOGEF did not use all the budget, so there is a surplus  
25 from the 2020 budget. Mr. Leon Guerrero then stated that Ms. Perez is doing a very  
26 good job. Mr. Chiu then asked Ms. Perez how far behind is Deloitte for their billing  
27 for UOGEF monthly services? Ms. Perez stated the Deloitte is now up to date. Mr.  
28 Chiu then asked how late was Deloitte in billing UOGEF? Ms. Perez said that UOGEF  
29 was receiving 2017 Invoices. Mr. Chiu then asked Ms. Perez why are UOGEF paying  
30 for it? Mr. Chiu then added that Ms. Perez should tell Deloitte that if they do not  
31 bill on time, they don't get paid" Mr. Chiu then said that it would teach Deloitte to  
32 start billing UOGEF on time. Ms. Perez replied, "Okay." Mr. Chiu then stated that if  
33 Deloitte starts billing UOGEF late, tell Deloitte that they will not get paid. Mr. Chiu  
34 then added that Ms. Perez should tell Deloitte that if they do not bill UOGEF within  
35 a certain timeframe, then Ms. Perez should refuse to pay Deloitte. Ms. Perez  
36 replied, "Okay," and asked if UOGEF should send a policy regarding this. Mr. Chiu  
37 then asked if the billing was for the monthly accounting and not for the Audit? Ms.  
38 Perez replied, "correct" Mr. Chiu then added that it is inexcusable for Deloitte to be  
39 billing that late for a set monthly fee. Mr. Chiu stated that Ms. Perez should tell

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 whoever is doing the billing for Deloitte that if UOGEF does not receive the invoice  
2 90 days after the service, then UOGEF will not pay. Ms. Perez makes a note of Mr.  
3 Chiu's statement and will inform Deloitte.

4  
5 **Motion:**

6 **Mr. Leon Guerrero motion to approve the proposed Operations Budget for 2021**

7 **Second: Mr. George Chiu**

8 **Vote:** Unanimous

9 Ms. Perez mentions that she has one more motion for the Board to approve, and it  
10 pertains to Asia Pacific changing clearing firms from Raymond James to RBC Capital.  
11 Ms. Perez then stated that Asia Pacific requires UOGEF to fill out some documents.

12 **Motion:**

13 **Mr. Leon Guerrero Motion to approve the accept Asia Pacific Financial**  
14 **Management's change in clearing firms from Raymond James to RBC Capital and**  
15 **authorize the completion of required bank documents.**

16 **Second: Mr. Flo Martinez**

17 **Vote:** Unanimous

18  
19 **B. Land Committee- Mr. John Calvo, Committee Chair (Exhibit B)**

20 Ms. Perez stated there is no new information regarding the Land Committee.

21 **Discussion:**

22 Mr. Jesse Leon Guerrero asked if there are any pending offers? Ms. Perez replied  
23 that there are no new offers.

24  
25 **V. MAJOR DONOR RELATIONS - UPDATES**

26 **A. Bob Salas & Family**

27 Ms. Perez provides the Board with some updates regarding the major donor  
28 relations. Ms. Perez then stated that the updates provided in her monthly updates  
29 to the Board of Directors. Ms. Perez then mentioned that Mr. Bob Salas and his  
30 family are interested in naming a building after a family member, but they would  
31 like to make payment via In-Kind Donations. Ms. Perez then stated that there are  
32 several high priority projects on UOG's list. Ms. Perez then noted that one issue that  
33 arose was that when the naming cost that was established back in 2011 with the  
34 Capital Campaign, there was no mention of in-kind donations. Ms. Perez then

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 stated that she has spoken to President Krise and Mr. Norman Analista about this,  
2 and Mr. Analista noted that this was discussed in the President's Council, but  
3 President's Taskforce is going to review it provide a suggestion to the Board of  
4 Regents.

5 **Discussion:**

6 Dr. Leon Guerrero clarifies with Ms. Perez if he is volunteering to do Maintenance  
7 and then states that UOG should think of the Maintenance budget. Ms. Perez then  
8 adds that it is not Maintenance that is being offered; it is more of completing some  
9 of UOG's high-priority projects, such as changing the air condition units. Dr. Leon  
10 Guerrero then asked President Krise for his input on this matter. President Krise  
11 stated that there is much conversation with this proposal, and President Krise noted  
12 that the issue is determining the difference between cash donation and In-Kind  
13 donation. President Krise added that he mentioned to Ms. Perez and Mr. Analista  
14 that he could not distinguish between the two in his experience. President Krise  
15 then said that it is like accepting stock in lieu of cash. President Krise added that he  
16 is okay with him, provided there is no question of the value. Dr. Leon Guerrero said  
17 that Mr. Bob Salas wants to provide Maintenance to name a building after his  
18 family. President Krise added that it all depends on policy regarding the constitution  
19 of naming an individual thing and the different price levels and determining if there  
20 is a distinction of the value of an in-kind donation versus a cash donation. President  
21 Krise stated in his experience and he was unaware of any difference between the  
22 two kinds. President Krise recommended that Ms. Perez and Mr. Analista talk to  
23 the organization CASE for their advice.  
24

25 **A. Lucio Tan (Goodwind Development)**

26 Ms. Perez updated the Board of Dr. Lucio Tan's donation of \$1M over the course of  
27 20 years for his name to be put on the Student Success Center. Ms. Perez mentions  
28 that the Student Success Center has been held up with the USDA Loan, and they are  
29 unsure of when the Student Success Center will be built. So, for now, Mr. Analista has  
30 reached out to the family of the Student Center's status and to find out if he is  
31 interested in a different building being named after him or if the family would like to  
32 hold on longer for the Student Success Center. Ms. Perez mentioned that UOGEF  
33 purchased a water-color painting from Mr. Robert Castro to present as an  
34 appreciation gift in good faith.

35 **B. GlidePath (Dandan Solar Project)**

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 Ms. Perez then informed the Board of a new major donor based out of Minnesota that  
2 produces solar panels. Recently GlidePath reached out to UOG regarding UOG's  
3 Esports, and they are willing to offer GPA credits to power whatever UOG Esports would  
4 need for tournaments and more. In addition to the In-Kind donation, GlidePath has  
5 committed to three years' worth of funds. It has not been identified if the funds would  
6 be used for a scholarship or the Esports fund.

7 **C. Marjorie Driver Estate**

8 Ms. Perez then reminded the Board of the Marjorie Driver Estate, and informed them  
9 that VanGuard's policy is to obtain wet-signatures, so UOGEF has submitted the  
10 required documents, and UOGEF has an account with VanGuard which Ms. Perez has  
11 informed Mr. McVey, who is the Estate administrator. Mr. McVey then assured Ms.  
12 Perez that he has sent out his portion of the documents to VanGuard and the reason  
13 behind the large process is due to the mailing process.

14 **Discussion:**

15 Dr. Leon Guerrero asked Ms. Perez what the amount UOGEF is expecting is? Ms. Perez  
16 then replied that UOGEF is expecting \$275K.

17 **D. Amazon Smiles**

18 Ms. Perez stated that UOGEF is now listed as a charitable non-profit organization that  
19 Amazon customers can donate 0.5% of their purchase if they choose to donate to  
20 UOGEF. Amazon Smiles is another way donors can contribute to UOGEF when they shop  
21 via Amazon Smiles.

22 **B. Executive Session**

23 **The Board of Directors Reserve the right to move into Executive Session at any time during**  
24 **the meeting.**

25  
26 **C. Announcements and Adjournment**

27 Ms. Perez stated the 4th Annual G is for Giving Campaign. G is for Giving Campaign officially  
28 started on November 5, 2020, with the UOG Distinguished Alumni awards, and will continue  
29 until December 31, 2020. Ms. Perez stated that the UOGEF Team is reaching out to UOG Alumni  
30 and companies that have employees a large number of UOG Alumni and encourage them to  
31 give back to UOG's scholarships, research, and programs. Ms. Perez also stated that Giving  
32 Tuesday is December 1, 2020, and since the UOGEF Team is facing some challenges meeting the  
33 donors face to face due to the pandemic, the UOGEF Team has created some virtual activities

UOG Endowment Foundation  
Regular Board Meeting  
Thursday, November 19, 2020  
Zoom.us/UOG Endowment Foundation  
Mangilao, Guam

1 to attract donor's interest and excitement for the giving season. Ms. Perez then informs the  
2 Board of the upcoming virtual events (Trivial Night and Paint & Sip).

3  
4 **The 5th<sup>th</sup> 2020 Meeting of the Board of Directors was adjourned at 5:30 pm on Thursday,**  
5 **November 11, 2020.**  
6

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8  
9 **AFFIRMED/APPROVED ON:**

10  
11  
12 *wp leon guerrero*  
13 wp leon guerrero (Feb 7, 2021 08:15 GMT+10)

14 Dr. Wilfred P. Leon Guerrero  
15 CHAIRMAN  
16

17 **ATTESTED BY:**

18  
19  
20 *Thomas W. Krise*  
21 Thomas W. Krise (Feb 4, 2021 14:27 GMT+10)

22 Dr. Thomas W. Krise  
23 EXECUTIVE SECRETARY










# 202011 UOGEF Board Meeting Minutes

Final Audit Report

2021-02-06

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