

GW CLASS OF '79 35TH REUNION CLOSE OUT MEETING

March 27, 2015 Minutes

I. CALL TO ORDER

The meeting was called to order at 7:35 p.m. by President Tom Tanner. The meeting was held at Outrigger Hotel, Tumon. The purpose of this meeting was to close out the activities for the GW Class of 1979 35th Class Reunion.

Also present at the meeting were:

Terry Damian Catahay	Mike Martinez
Oscar Delos Reyes	Loretta Mata
Vince (Chopper) Quichocho	JoeJohn Mantanona
Tom/April Naputi	Larry Panaguiton

II. APPROVAL OF MINUTES

Copies of the October 15, 2014 minutes were disseminated and reviewed.

A motion was made by Tom to approve the minutes. Seconded by Loretta. Voting was unanimous. Motion carried. Minutes approved.

III. FINANCIAL REPORT

Treasurer Loretta Mata provided a written Treasurer's Closing Report. Loretta reported that the actual bank balance as of this date is **\$1,223.74.** Loretta pointed out that there is a discrepancy of \$117.74 more in the bank than what she has accounted for. However, all our payments have been made to our vendors and the organization has met all its obligations and does not owe any entity. Tom T will also provide the bank statements that he has to Loretta.

The Certificate of Non-profit status is still pending. Loretta assured that this will be taken care this coming Monday.

Loretta will also publish our Financial Information as required by law in "...a newspaper of general circulation. Loretta will look into the Marianas Variety which may be cheaper than PDN and complete this by this coming Friday.

Loretta reported that there were a few returned checks for the banquet or other fundraisers. Loretta requested that at this point where we are closing out, that we consider this as a write-off. All members unanimously approved this request.

Loretta would like to extend appreciation to Frances Cruz Villaverde and Jeanne Borja Duenas who assisted her with the counting and reconciliation of the monies at the various fundraisers. Duly noted by members.

The Treasurer's Closeout report was unanimously accepted and approved by all members present.

IV. OLD BUSINESS

a. Subcommittees Reports

i. Entertainment/Fundraising (Chairperson – Mike S.)

1. Mike was not present at the meeting, however members that all the entertainment provided at the banquet was great, the 'meet and greet' was an excellent icebreaker and was enjoyed by all the alumni. All the

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groups providing the music were paid in full. Due to time constraints, we were not able to do any of the games that were planned.

2. Recommendation – Keep the “meet and greet” activity but move towards the center of the room instead of the back area.
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- ii. Banquet (Chairperson – Tom Tanner)
 1. Venue – Tom reported the banquet was a success. The ballroom was pretty much filled. It was estimated that around 141 actual graduates attended the banquet. Food was awesome.
 2. Recommendations – There were still some things that could be improved particularly in the front/reception area such as ticket payments/issuance and ID badges. A specific recommendation was made by Tom that we expand the base of help at the venue. In addition, we should put in the actual negotiations in writing the time needed to access the banquet room for set up. Since there was another banquet earlier, it left little room for our class to set up before the banquet was to start. This created additional stress for us. It was further recommended in line with this, that we reserve the right to renegotiate the rate in writing if they are not able to accommodate us. With regards to the vendors, we need to clarify what products the vendors will be selling as there was some misunderstanding amongst the vendors on this. We will encourage more products to be sold and not limit an item to one vendor only. Mike M. continues to sell the souvenir stickers.

 - iii. Mass (Chairperson Mike Martinez)
 1. Mike M. reported the Memorial services and mass was a success. The mass committee members were again duly acknowledged for their outstanding job.
 2. Recommendations: To keep the prayer that we used for the banquet and the picnic; Get more of the deceased classmates’ families to attend the mass, although the committee stated it reached out to almost all the families who ensured they will be there. We had planned to get an address book to circulate to the families before and after the mass but we were not able to do this. Lastly, it was strongly recommended that we go back securing a special mass separate from the general mass held with the parish congregation. We were able to capture photos and meet with the families in the past when we had a special mass. A lot of the families left soon after the regular mass concluded.

 - iv. Picnic (Chairperson Oscar Delos Reyes)
 1. Oscar reported that picnic was a success and everyone had a good time with lots of good food. He added that there was more prep time needed to get the facility cleaned and set up. He would like to acknowledge the help again of Jesse Salas for the coordination of this as well as his committee members.
 2. Recommendation: We were not able to get the picnic menu sign-up sheet during the banquet as we had planned. Need additional time and help to prepare the facility and grounds for the picnic. Mike M asked that the class consider inviting the other 1979 graduates from other high schools to the picnic since some of the other schools did not have a picnic.

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- v. Decorations (Chairperson JoeJohn Mantanona)
 - 1. JoeJohn reported that the ladies that helped to decorate made the difference in the decorations. Acknowledgements to Frances Quinata who put together the table decorations. They were simple but very elegant. He commended all those who came to help with the decorations.
 - 2. Recommendation: Needed more prep time given to committee members to decorate. Also, that a checklist might need to be established on all property brought by the class and that this all be picked up same evening. The Committee should also keep the complimentary rooms provided for anyone needing to change for the event.
- vi. Website – (Chairperson Chopper Quichocho)
 - 1. Chopper reported that all that has been provided for the website was posted, including the Video developed by Ray Santiago. Chopper acknowledge that there is a cost to maintaining the website but that it is his donation to the class.
 - 2. Recommendation: None at this time.
- vii. Overall Recommendation - It was highly recommended by Mike M. that the other Committee Chairpersons submit their written After-Action Reports as to how their events were implemented successfully. This would make it easier for the next planning committee to know what was done in the past and to improve the coordination of future activities for each of the respective committees.

V. NEW BUSINESS

- a. Tom T. brought up a proposal that the class conduct a fundraiser once a year to alleviate the stress of the many fundraisers we hold up to the actual banquet. The members present unanimously agreed to this idea.
- b. Re-Election – There was discussion that new election of officers should take place since we are closing out the 35th reunion activities. Oscar moved that the call for nominations for elections of officers be put out in mass/general membership to garner interested volunteers. Terry seconded. Unanimously approved. Motion carried. Election date is yet to be determined.

VI. OTHER/ANNOUNCEMENT

- a. Mike M. announced the passing of our classmate Terry Aguon's father who passed away in Georgia.
- b. Acknowledgement were made to Thomas Tanner, Oscar Delos Reyes, Loretta Mata, Teresita Catahay and Michael Martinez for taking the leadership as officers and all the hard work that they contributed to make the reunion a success.

VII. ADJOURNMENT

Having no further business, Tom moved that the final meeting for the 35th Reunion Planning Committee Meeting be adjourned. Seconded by Oscar. Unanimously approved. Motion carried. The meeting was adjourned at 8:45 p.m.

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