



GUAM HOUSING CORPORATION
RECONVENED REGULAR BOARD OF DIRECTORS MEETING
From Friday, June 28, 2019 at 8:30 a.m. to
Thursday, July 4, 2019 at 8:30 a.m.

AGENDA



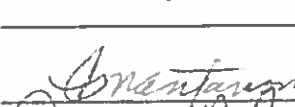
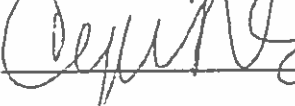
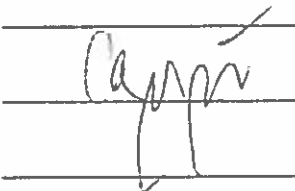
- I. Call to Order
- II. Roll Call
- III. Approval of Board Minutes
 - A. Regular BOD Meeting – May 31, 2019
- IV. Legal Report
- V. Old Business
 - A. GHC's Draft Bid Resolution
 - B. OREO Properties:
 - 1) Dededo
 - 2) Yona
 - 3) Piti - Update
 - C. BG Investments, Inc.
 - D. GHC's Investment Policy
- VI. New Business
 - A. Board Secretary
- VII. President's Report
 - A. Rental Report
 - B. Loan Report
 - C. Accounting
 - D. Administration
- VIII. Public Participation
- IX. Miscellaneous
- X. Adjournment



GUAM HOUSING CORPORATIONS
BOARD OF DIRECTORS MEETING

Meeting Type: **Reconvened Regular Board Meeting**
Date: **Friday, June 28, 2019 to Thursday, July 4, 2019**
Time: **8:30 a.m.**

ATTENDANCE
(Please sign in)

Chairman	Francisco Florig	
Vice Chairman	Tomas Flores	
Secretary	Lanita B. Tiong	
Director	Sandra Bordallo	_____
Director	Cecila G. Mantanona	
Legal Counsel	Cynthia Ecube	_____
President	Alice M. Taijeron	_____
Housing Manager	Angela Camacho	_____
Loan Administrator	Mary Guerrero	_____
Special Asst.	Patricia M.Q. Kier	_____
Acctng Manager	Alysia Leon Guerrero	_____
ASMA	Cassandra Santos	
Tenant Relation Adv	John Potter	_____
Maint. Supervisor	John Muna	_____
Board Coordinator		_____
Admin Secretary	Arleen Evangelista	_____

Members of the Public:

<u>Organization:</u>	<u>Name:</u>	<u>Signature:</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

PERFORMANCE EVALUATION WORKSHEET

Note to Evaluator: Only whole points awarded. No fractions, please.

Employee Name: **Alice M. Tajeron**
 Position : **President**

From **01/25/2019** TO **07/25/2019**

Board Director Evaluator:

#	Criteria	Description	1	2	3	4	5	Total
1	Knowledge and Skill	Does the employee meet the requirements of the duties of the job?	Far below minimum requirements for this classification. Requires constant supervision, little desire to improve.	Does not meet minimum requirements of job description. Requires considerable supervision and instruction.	Meet requirements for this classification. Only needs instruction occasionally. Average job knowledge.	Exceeds requirements for this classification. Above average skill in performing the duties of the job.	Far exceeds the requirements.	
2	Productivity	How does volume of work compare with any recognized standard or compare with others doing the same or similar work given the availability of adequate resources to complete tasks?	Production is usually below the job requirements. Job assigned seldom completed or on time. Slow worker.	Output is occasionally below the requirements of the job. Does just enough to get by.	Job assigned usually completed on time. Average producer.	Output is usually above demands of the job. Above average producer.	Very productive. Far exceeds expectations.	
3	Work Quality	Is work accurate and thorough by any recognized standard or compared with others doing the same or similar work?	Very poor. Little attention to detail. Many mistakes.	Not entirely satisfactory. Poor quality. Inaccuracies numerous. Just gets by.	Acceptable accuracy and neatness. Average quality and average number of mistakes.	Very neat, highly accurate and few mistakes.	Exceptionally neat and accurate. Improves quality whenever and wherever possible.	
4	Responsibility	How much care does the employee give to preserving and conserving corporate properties?	Inproper use of supplies, tools, equipment, and other corporate properties.	Frequently careless in the use of corporate properties.	Keeps tools, equipment, and other properties in fairly good condition.	Uses supplies appropriately and handles equipment properly. Reports deficiencies immediately.	Excellent care of assigned equipment and other properties of the corporation. Uses supplies appropriately and without waste.	
5	Dependability & Attendance	How much can you count on an employee being on the job? Does work get done on time?	Often absent. Late starter, early quitter. Requires constant follow-up.	Days lost but reason excusable or permission granted.	Reasonable attendance and punctuality. Usually on the job.	Very few days lost. Seldom tardy.	Perfect attendance record. No absence or tardiness. Very dependable.	
6	Interpersonal cooperation	What is employee's attitude towards fellow workers, boss, public? What is employee's ability or desire to cooperate?	Does not work well with others. Resents criticism. Often complains for unsubstantial or perceived offenses. Does not willingly cooperate. No interest in the corporation beyond the job assigned.	Sometimes reluctant to cooperate. Not open to new ideas. Satisfied with jobs. Not anxious to improve. Little interest in the company beyond the assigned duties.	Meets others halfway. Usually pleasant and cheerful. Wants to do a good job. Will try out new ideas. Shows some interest in the company.	Very cooperative, friendly and a good team worker. Adjusts easily to new situations. Shows good interest in the company.	Very good team worker. Cooperates with supervision. Never needs discipline. Has unusually high interest in company.	
7	Safety and Good Housekeeping	What is the employee's safety record? Is he willing to cooperate by carrying out company safety rules and good housekeeping practices?	Careless of own and others' safety. Not safety conscious. Takes unwise chances. Violates safety rules knowingly.	Occasionally fails to observe proper safety precautions and good housekeeping practices.	Keeps work in good order. Usually safe worker and tries to be careful.	Observes all safety rules. Usually alert to prevent accidents. Work place in very good order.	Very careful worker. Knows safety rules and makes safety suggestions to eliminate possible hazards.	
8	Judgment	How well does the employee exercise common sense and sound judgment in decision making?	Poor sense of value. Exercises poor decision making skills.	Jumps to conclusions. Makes decisions without adequate thought.	Judgment is dependable on matters of routine.	Uses good common sense. Most decisions are acceptable.	Sound judgment. Decisions based on thorough analysis.	

CUMULATIVE POINT SCORE