



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, December 13, 2017
Khaohom Thai Restaurant**

Clariza Mae Roque, CICA
President
Frances T. Danieli, CGFM
President-Elect
Yuka Hechanova, CPA, CIA, CGFM, CGAP, CGMA
Immediate Past-President
Reginald Diaz
Treasurer
Mary Grace Edrosa
Treasurer Elect
Shannon Bartonico, CFE
Secretary

Present for the meeting were:

Clariza Roque
Rodalyn Gerardo
Clayton Okada
Yuka Hechanova
Frances Danieli
Mary Grace Edrosa
Shannon Bartonico

1. Meeting called to order at 12:07pm by President Clariza.
2. Treasurer's Report. Mary Grace will assist Reggie regarding the QuickBooks matter; she will request the laptop for her perusal. Yuka to publish the unaudited F/S on the Guam Post. Items currently pending are the Form 990 and the Annual Report.
3. Committee Reports:
 - a. Program.
 - i. JAS will be holding the December 2017 meeting, which will be the AGA Christmas Party. \$500 will be allocated for the prizes, and JAS will let AGA know if there are any issues with the prizes, or if they may need assistance. The grand prize this year is a laptop with Microsoft Office.
 - ii. Clayton inquired about how long the games should be; Clariza gave a time frame of about 1hr. Clayton will inform Frances how long the games will be.
 - iii. Shannon will follow up with Pamela of Hilton regarding the usage of The Gallery for this month's meeting. She will also follow up regarding a contract for future usage.
 - b. Education
 - i. Rommel Hidalgo will hold a half-day training for AGA related to information and cyber security. Per Rodalyn, this will be held on February 2, 2018 at the SBPA Multi-Purpose Room.
 - ii. Rodalyn is also formalising a committee to begin January regarding the upcoming GPDC. Also, if there are any March training in mind to let Rodalyn know so she can look into it.
 - c. CGFM
 - i. Jojo will follow up on the ARI payment, and has also noted that the CGFM mentorship program is currently in progress.
 - d. Accountability

- i. Doreen is currently reviewing the CCRs that were provided to her to determine the best one.
 - e. Community Service
 - i. The next upcoming AGA community service event is the Annual 5k which will be held on June 30, 2018.
 - ii. There will be no bell ringing, as Frances noted that the Salvation Army have already been booked.
 - f. Newsletter & Website
 - i. The newsletter per Yuka will cover September through November. If there are any pictures, please submit so that they may be added.
 - g. By-Laws
 - i. Llewelyn is waiting on the SOPs from the other committees. If any committees are completed with their SOPs, please submit to her.
 - h. Awards
 - i. Clariza submitted nomination for the William R. Snodgrass Distinguished Leader Award.
- 4. Next Meeting: Wednesday, January 10, 2018 at Khaohom Thai Restaurant
- 5. Adjourn Meeting. Clariza moved to adjourn the meeting. All were in favor. Meeting was adjourned at 12:43pm

Official Minutes prepared by: Shannon Bartonico
AGA – Guam Chapter Secretary