



**AGA Guam Chapter
General Membership
Meeting Minutes**
Wednesday, November 20, 2019
at 12:00pm.
Hilton Resort & Spa Koko Room

Debbie Ngata
President
Pilar Pangelinan
President-Elect
Frances Danieli, MBA, CB, CGFM
Immediate Past President
Shannon Bartonico, CFE
Treasurer
Fierce Catoc, CPA
Treasurer-Elect
Llewelyn Terlaje, CGFM, CGAP, CFE
Secretary

Attendance Count - Members: 26; Non-members: 23

- I. Meeting called to order at 12:07 PM by President Debbie Ngata.
- II. Treasurer's Report – Treasurer's Reports were tabled.
- III. Fall 2019 Herminia Dierking Scholarship Recipients:
 - a. University of Guam – Justine Arida and Sofia Meneses
 - b. Guam Community College - Sierra Johnston and Kimberly Dela Cruz
- IV. FY 2018 Citizen Centric Report Awards: Doreen presented the Best CCR Award to three agencies, as chosen by accounting students based on a specific rubric, which includes submitting the CCR within the 60 days, submitted to the Speaker and OPA, and posted on the website. There were 28 agencies evaluated. The awardees are as follows: Third place – Guam Memorial Hospital Authority; Second place – Judiciary of Guam, and First place – Office of the Attorney General.
- V. Guest Speaker Presentation – Citizen Centric Reporting:
Prior to her presentation, Dr. Doreen Crisostomo recognized the two teams that were selected for the AGA Case Study competition. One team consists of UOG undergraduate Accounting Students and one team from the Master of Public Administration program.

Dr. Crisostomo then began her presentation by discussing the purpose of the CCR. She then discussed each page, which is how each CCR is evaluated for the contest. Page 1: Background – This page should discuss who you are, what the agencies strategic objectives, and why the agency exists. She recommends that agencies share their strategic goals. Page 2: Performance Measures – provides non-financial information of services, but where quantitative data is provided. She recommends using charts and tables and at least a three-year trend on the metrics. Page 3: Financial Data (Revenue and expenditures) – audited financial statements should be utilized. She recommends using charts to present the financial position and reconcile funds with the Department of Administration. Page 4: Entity forecast of future challenges and economic outlook – This page discusses what citizens expect to see in the future, including a feedback statement. Overall, the CCR is good tool to provide to citizens and policy makers, especially newly elected officials. The CCR is due no later than 60 days after the OPA releases the government independent audit report. This is to be submitted in PDF form to the Public Auditor and the Speaker of the Guam Legislature. Do not wait to prepare your CCR until the audit is issued. After the fiscal year ends, start within a few months after to prepare your CCR. She also suggests checking GFOA for some ideas of how to present data.

Doreen noted that the CCRs that get entered into the contest are those that are in compliance with the 60-day submission requirement. For the non-compliant agencies, her students assist those agencies in preparing their CCRs.



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- VI. President's Report
- a. CGFM Coffee Klatch – Maripaz Perez held the last Coffee Klatch for the year with those interested in taking the CGFM exam. Usually during the meeting tips are given and targets are set by individuals. If interested, email the Guam chapter or contact Maripaz.
 - b. Community Service – Vanessa Valencia announced that the committee will have a community service event on Saturday, 9am at the Guam Museum to assist in putting up decorations. Then on December 7th, the committee will participate in the Salvation Army Bell Ringing.
- VII. Approval of Minutes:
- a. September Minutes – Pamela Aguigui moved to approve the minutes subject to corrections. Rodalyn Gerardo seconded the motion. All were in favor and minutes were approved.
 - b. October Minutes - Tabled
- VIII. Other Matters/Open Floor
- a. Debbie announced the membership anniversaries for November.
 - b. Debbie reminded the membership that this program year there is a new membership recruitment incentive. For every two new members recruited, a member can be eligible for an additional entry in the PDT raffle, which will be Dallas, Texas in July.
 - c. Lunch Raffle – Dr. Doreen Crisostomo won the raffle.
- IX. Reminder: Next Meeting – Wednesday, December 18, 2019, 6pm
- X. Adjourn Meeting – Vanessa Valencia moved to adjourn the meeting and was seconded by Rodalyn Gerardo. All were in favor and meeting was adjourned at 12:48 PM.

Official Minutes prepared by: Llewelyn Terlaje
AGA – Guam Chapter Secretary