



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, December 9, 2015
Khaohom Thai Restaurant**

Artemio "Ricky" Hernandez, CGFM
President
Yuka Hechanova, CPA, CIA, CGFM, CGAP,
CGMA
President-Elect
Rachel F. Cubacub, PMBA
Immediate Past-President
Josie Villanueva, CPA, CGFM
Treasurer
Clariza Mae Roque
Secretary

Present for the meeting were:

Josie Villanueva
Clariza Roque

Ricky Hernandez
Rodalyn Gerardo

Rachel Cubacub

1. Meeting was called to order at 12:20pm by President Ricky.
2. Approval of Minutes. Tabled November CEC Minutes for approval during the January 2016 CEC Meeting.
3. Treasurer's Report. Tabled until next meeting.
 - a. Proposed fund transfer to eliminate the negative balance on Chapter Fund

Proposed Transfer from	Bal. End 11/2015	Proposed Transfer	Revised Balance	
Chapter Fund	(1,967.00)	15,000.00	13,033.00	
Community Service Fund	17,414.00	(5,000.00)	12,414.00	
Professional Fund	30,967.00	(10,000.00)	20,967.00	Transfer on record but no transfer to be made from bank.

Adjustment will be made in the September 2015 financials. Transfer \$9K from Community Service Fund and \$6K from Professional Fund to address on-going subsidized lunches. New transfer should allow for scholarships and 5K; Donations will make up for it.

- b. Purchase QuickBooks upgrades (\$349.95) and Laptop (\$500). Josie was able to fix the errors and back-up. She reinputted everything as of November; all backed up and Josie will input December 2015 after today's meeting. It is \$26 per month/per user to use QuickBooks online. QuickBooks depends on the laptop, which currently crashes and is slow. Before making the purchase, see if we can fix the laptop first. Josie will provide the laptop to Ricky to get it fixed.
 - c. Inquiry from Ms. Earth Pageant Committee to tabulate candidate ballots. This will be either December or January. Josie will verify the dates, but wants to ensure first that our participation does not violate the by-laws. They need three women and three men. Josie will coordinate with Francis as this will be considered a Community Service event.
 - d. If funds transfer is approve, may we proceed to publish the FS on our website for transparency. For the December General Membership Meeting, print out September financials and the rest of the pending financials will be addressed in the January General Membership Meeting.
4. President's Report. Ricky noted the events of the past month to include the Salvation Army Bell Ringing, Kamalen Karidat, Scholarship Committee Activities, and extended deadline for the CCR Contest.

5. Committee Reports:
 - a. Program
 - i. **December Event:** JAS will plan the events for AGA Guam Chapter's Christmas Luncheon. Rachel and Mark to emcee. Since no quorum was present, an email was sent to the CEC to approve the Christmas Party Budget of \$350. The motion was approved with a majority vote of 14 in favor and no opposition. (Refer to the attached email)
 - ii. **January Guest Speaker:** Margaret Benzon, Unknown Topic
 - iii. **February Guest Speaker:** Ed Brobosong, 1/2 CPEs.
 - iv. Maripaz suggested to have a guest speaker talk about personal finances, retirement, savings, etc. for our January 2016 meeting. We can invite Michael Camacho from Personal Finance or Jessica Castro. The theme will be very fitting and useful – both personal and professionally as we begin the new year.
 - b. Education. Teamed up with Dennis Dychus, waiting on information. Cybersecurity half day training, waiting on E&Y. Rodalyn noted that there were less than 30 CPEs issued for Mr. Bradley's presentation.
 - c. CGFM. Discussed CGFM Practice Exam proposal of 15 practice exam scholarships. Jojo will be ordering more CGFM sets this week.
 - d. Membership. Jason and Debbie were unable to attend.
 - i. Member Anniversary Announcements
 - e. Early Careers
 - i. The Committee will announce the essay competition in January, but they need a topic before they fax to schools.
 - f. Accountability
 - i. Best CCR Contest FY 2014 – Eight agencies submitted for the Best CCR Contest. Winners to be announced by December 30th. Target presentation of winners during January 2016 General Membership Meeting.
 - g. Community Service
 - i. Can Food Drive for Salvation Army Guam (Due December 14th). December 14th deadline for point of contacts at agencies and other companies to provide can goods or bags of rice. By November 20th tell Frances if they would like to be a point of contact for their agency or company.
 - ii. Salvation Army Bell Ringing. December 12th at GPO Food Court from 10am to 1pm. OPA created timeslots for their staff to participate during the three hours.
 - iii. Plan for 5K and other activities.
 - h. Scholarship. Spoke with GCC and JAS to get more accounting, finance, and public admin applicants. AGA Guam Chapter Scholarship for GCC due on December 11th for eligibility. The Herminia Dierking Scholarship is due December 18th.
 - i. By- Laws. Update soon.
 - j. Newsletter & Website. Plan for November and December Mail Chimp.
 - k. Awards.
 - i. Continuous updates of the Chapter Recognition Program Points. Ensure you keep Taling updated with your activities. Subcommittee in March for Awards.

6. **Other Matters.** Per Ricky, there was a suggestion by Zeny to hold a monthly Happy Hour, an idea from another AGA Chapter. In addition, Periscoping meetings idea. On another note, the 2016 Leadership Program will be discussed during January 2016.
7. **Next Meeting:** Wednesday, January 13, 2016 at 5:45pm, En Japanese Restaurant (Tumon). Tentatively located here.
8. **Adjourn Meeting.** Meeting was adjourned at 1:09pm.

Unofficial Minutes prepared by: /s/ Clariza Roque
AGA – Guam Chapter Secretary



Clariza Roque <croque@guamopa.org>

RE: Motion to Approve a Christmas Party Budget Passed

1 message

Clariza Mae Roque <croque@guamopa.org>

Mon, Dec 14, 2015 at 6:45 PM

To: Vince Duenas <vincentd@guamwaterworks.org>, Rodalyn Gerardo <rgerardo@guamopa.org>, Jojo Guevara <jojo_guevara@hotmail.com>, Mark Palarca <madpalarca@gmail.com>, Jason Katigbak <jason.katigbak@gmail.com>, Debbie M Ngata <Debbie.Ngata@gu.ey.com>, Doreen Crisostomo <doreentc@guam.net>, Lorbea Palaming <lorbea.is@gmail.com>, "Maripaz N. Perez" <mperez@gpagwa.com>, Frances Danieli <francesdanieli@gmail.com>, Ariana Villaverde <ariana.villaverde@gmail.com>, "Taling M. Taitano" <tmtaitano@gdoe.net>, Zeny Nace <znace@uguam.uog.edu>, Cora R Montellano <cmontellano@gpagwa.com>, Pamela R Aguigui <paguigui@gpagwa.com>, Jerrick Hernandez <jhernandez@guamopa.org>, Chris Wolseley <cwolseley@deloitte.com>, Llewelyn Terlaje <lterlaje@guamopa.org>, Reginald Diaz <rdiaz@triton.uog.edu>, "Matthew P. Quinata" <mattquinata@gmail.com>
Cc: Ricky Hernandez <artemiorh@gmail.com>, Yuka Hechanova <yhechanova@guamopa.org>, Josephine Villanueva <josiegv@gmail.com>, Rachel Field <rachelfield87@gmail.com>

Hafa Adai All,

Thank you for your feedback and votes to approve the \$350 Christmas Party Budget. The motion is approved with a majority vote of 14 in favor and no opposition.

Happy Holidays!

Best Regards,

Clariza

From: Clariza Mae Roque [mailto:croque@guamopa.org]

Sent: Wednesday, December 09, 2015 2:55 PM

To: 'Vince Duenas' <vincentd@guamwaterworks.org>; 'Rodalyn Gerardo' <rgerardo@guamopa.org>; 'Jojo Guevara' <jojo_guevara@hotmail.com>; 'Mark Palarca' <madpalarca@gmail.com>; 'Jason Katigbak' <jason.katigbak@gmail.com>; 'Debbie M Ngata' <Debbie.Ngata@gu.ey.com>; 'Doreen Crisostomo' <doreentc@guam.net>; 'Lorbea Palaming' <lorbea.is@gmail.com>; 'Maripaz N. Perez' <mperez@gpagwa.com>; 'Frances Danieli' <francesdanieli@gmail.com>; 'Ariana Villaverde' <ariana.villaverde@gmail.com>; 'Taling M. Taitano' <tmtaitano@gdoe.net>; 'Zeny Nace' <znace@uguam.uog.edu>; 'Cora R Montellano' <cmontellano@gpagwa.com>; 'Pamela R Aguigui' <paguigui@gpagwa.com>; 'Jerrick Hernandez' <jhernandez@guamopa.org>; 'Chris Wolseley' <cwolseley@deloitte.com>; 'Llewelyn Terlaje' <lterlaje@guamopa.org>; 'Reginald Diaz' <rdiaz@triton.uog.edu>; 'Matthew P. Quinata' <mattquinata@gmail.com>

Cc: 'Ricky Hernandez' <artemiorh@gmail.com>; 'Yuka Hechanova' <yhechanova@guamopa.org>; 'Josephine Villanueva' <josiegv@gmail.com>; 'Rachel Field' <rachelfield87@gmail.com>

Subject: RE: Motion to Approve a Christmas Party Budget

Hafa Adai Everyone,

As we were unable to fulfill a quorum during today's CEC meeting, there is one motion to be voted on. The motion is to approve a \$350 budget for the upcoming AGA Guam Chapter Christmas Party scheduled for December 30th at the Hyatt. Please cast your vote no later than **EOD, December 11, 2015.**

In addition, I will be drafting the minutes for today's CEC meeting and will send it out to the CEC by tomorrow.

If you have any questions, please let us know.

Thank you for your kind attention.

Best Regards,

Clariza

From: Clariza Mae Roque [<mailto:croque@guamopa.org>]

Sent: Wednesday, December 09, 2015 9:24 AM

To: 'Vince Duenas' <vincentd@guamwaterworks.org>; 'Rodalyn Gerardo' <rgerardo@guamopa.org>; 'Jojo Guevara' <jojo_guevara@hotmail.com>; 'Mark Palarca' <madpalarca@gmail.com>; 'Jason Katigbak' <jason.katigbak@gmail.com>; 'Debbie M Ngata' <Debbie.Ngata@gu.ey.com>; 'Doreen Crisostomo' <doreentc@guam.net>; 'Lorbea Palaming' <lorbea.is@gmail.com>; 'Maripaz N. Perez' <mnperez@gpagwa.com>; 'Frances Danieli' <francesdanieli@gmail.com>; 'Ariana Villaverde' <ariana.villaverde@gmail.com>; 'Taling M. Taitano' <tmtaitano@gdoe.net>; 'Zeny Nace' <znace@uguam.uog.edu>; 'Cora R Montellano' <cmontellano@gpagwa.com>; 'Pamela R Aguigui' <paguigui@gpagwa.com>; 'Jerrick Hernandez' <jhernandez@guamopa.org>; 'Chris Wolseley' <cwolseley@deloitte.com>; 'Llewelyn Terlaje' <lterlaje@guamopa.org>; 'Reginald Diaz' <rdiaz@triton.uog.edu>; 'Matthew P. Quinata' <mattquinata@gmail.com>

Cc: 'Ricky Hernandez' <artemiorh@gmail.com>; 'Yuka Hechanova' <yhechanova@guamopa.org>; 'Josephine Villanueva' <josierv@gmail.com>; 'Rachel Field' <rachelfield87@gmail.com>

Subject: RE: AGA CEC Meeting 12/09/15 at Khaohom Thai Restaurant 12pm

Hafa Adai Everyone,

Attached is the agenda and last month's CEC minutes for your review and consideration. We understand that some of you will be unable to attend. For those who have provided an update or any inquiries for the CEC, we have included it in the agenda.

Should you have any questions or concerns, please let us know.

Thank you,

Clariza

From: Clariza Roque [<mailto:croque@guamopa.org>]

Sent: Tuesday, December 08, 2015 3:20 PM

To: Vince Duenas <vincentd@guamwaterworks.org>; Rodalyn Gerardo <rgerardo@guamopa.org>; Jojo Guevara <jojo_guevara@hotmail.com>; Mark Palarca <madpalarca@gmail.com>; Jason Katigbak <jason.katigbak@gmail.com>; Debbie M Ngata <Debbie.Ngata@gu.ey.com>; Doreen Crisostomo <doreentc@guam.net>; Lorbea Palaming <lorbea.is@gmail.com>; Maripaz N. Perez <mnperetz@gpagwa.com>; Frances Danieli <francesdanieli@gmail.com>; Ariana Villaverde <ariana.villaverde@gmail.com>; Taling M. Taitano <tmtaitano@gdoe.net>; Zeny Nace <znace@uguam.uog.edu>; Cora R Montellano <cmontellano@gpagwa.com>; Pamela R Aguigui <paguigui@gpagwa.com>; Jerrick Hernandez <jhernandez@guamopa.org>; Chris Wolseley <cwolseley@deloitte.com>; Llewelyn Terlaje <lterlaje@guamopa.org>; Reginald Diaz <rdiaz@triton.uog.edu>; Matthew P. Quinata <mattquinata@gmail.com>

Cc: Ricky Hernandez <artemiorh@gmail.com>; Yuka Hechanova <yhechanova@guamopa.org>; Josephine Villanueva <josiegv@gmail.com>; Rachel Field <rachelfield87@gmail.com>

Subject: Re: AGA CEC Meeting 12/09/15 at Khaohom Thai Restaurant

Hafa Adai Everyone!

Just a friendly reminder that our December CEC Meeting is tomorrow at 12pm at Khaohom Thai Restaurant in East Hagatna. I will be sending the agenda and minutes first thing tomorrow morning.

Thank you for your patience.

Best Regards,

Clariza Mae G. Roque

Auditor II

Office of Public Accountability - Guam

www.opaguam.org

Tel. (671) 475-0390 ext. 216

Fax (671) 472-7951

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On Fri, Dec 4, 2015 at 11:46 AM, Clariza Mae Roque <croque@guamopa.org> wrote:

Hafa Adai Everyone!

We will be holding our December Chapter Executive Committee Meeting. Below are the details:

Where: **Khaohom Thai Restaurant in East Hagatna**

When: **Wednesday, December 9, 2015, 12:00 pm**

The agenda and the November CEC Meeting minutes will be forthcoming. Please let me know if there are any agenda items you would like to include.

If you have any questions or concerns, please let us know.

Happy Holidays!

Best Regards,

Clariza Mae G. Roque
Auditor II
Office of Public Accountability - Guam
www.opaquam.org
Tel. (671) 475-0390 ext. 216
Fax (671) 472-7951

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