



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, October 14, 2020
12:00 p.m.
Zoom Meeting**

Pilar Pangelinan
President
Maripaz N. Perez, CGFM, CGAP, CICA, CIA, CFE
President-Elect
Debbie Ngata,
Immediate Past-President
Fierce Catoc, CPA
Treasurer
Llewelyn Tertaje, CGFM, CGAP, CFE
Treasurer-Elect
Pam Aguigui, CM
Secretary

REVISION 1

Present for the zoom meeting were:

Pilar Pangelinan	Maripaz Perez	Debbie Ngata	Lorbea Palaming
Llewelyn Terlaje	Fierce Catoc	Vanessa Valencia	Amacris Legaspi
Pamela Aguigui	Taling Taitano	Doreen Crisostomo	Vince Duenas
Rachel Cubacub	Jason Katigbak (Guest)		Rodalyn Gerado
Clariza Roque	Yukari Hechanova	Jorizaira Borja	

Mariella

- I. Call Meeting to Order:
Meeting called to order at 12:03 p.m. by President Pilar Pangelinan.
- II. Approval of Minutes:
August and September CEC and General Membership minutes. Motioned by Doreen and seconded by Paz. Polling results: Minutes approved.
- III. Treasurer's Report:

Fierce – no treasurer's report for September. Asked if CEC approval needed for financials that was only approved during September Chapter Membership meeting. Rodalyn recommended that CEC should ratify the financials that was approved in the September Monthly General Membership meeting which Fierce agreed. Doreen asked whether the corrections were made in the General Membership meeting and mentioned Taling even commented on it. Did we approve in the GM? Fierce needs to see the minutes from the General Membership. Pam will check minutes - One or two minutes wasn't recorded. Pam-mentioned that the financials were discussed with CEC and corrections were made for the GM meeting for approval. Both July and August were presented in the GM meeting. Doreen asked Pam to include treasurer's report as part of the minutes.

In reference to bank statements, Yuka mentioned there was an on-line when she was treasurer at Bank of Guam. Doreen asked Yuka to check password and ID but don't know when it stopped and everyone has their own individual login and not activated in years. Yuka will try and see if she can activate or not.

Maybe only ID and password needed and possibly only need to reactivate the account and rather than wait to for monthly statements. New signatories not done yet, Fierce to check this week with BOG.

- IV. President's Report


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A. Old Business

A.1. Budget and Finance Deliverables Update – Fierce – finalize bank signatures. Old signers can sign checks for now until such time that the check signatories have been updated with the bank. Target completion of this deliverable is by the end of October.

A.2. ACE items due October 31, 2020.

A.3. Citizen Centric Annual Report - pending

A.4. Form 990 and Internal Audit – pending

B. New Business:

Scholarships – Lorbea announced Fall 2020 Awardee: Sole recipient: Noli Sanchez (UOG). Only 1 applicant from UOG and none from GCC. Pam and Lorbea evaluated the sole recipient for \$1k scholarship. To be presented in October 2020 General Membership meeting. Requested Fierce cut check to UOG for Noli Sanchez.

C. Committee Reports

c.1 Chapter Citizen Centric Reporting – Doreen and Debbie finalizing draft this weekend for Chapter CCR. Doreen spoke to Vince who mentioned he sent out reminders to GovGuam agencies. Last GovGuam wide CCR was done 10 years ago-guess its Anniversary Time! Last day is sometime in October. She thanked GMH and Port Authority for their submission. Doreen mentioned National is backlogged at this time. Port Authority CCR has been submitted and is still awaiting feedback from National - Maybe not enough volunteer to evaluate. Looking at November /December to do the award.

Accountability: Doreen – October Membership Meeting speakers: 1st time senatorial candidates, scholarship presentation and Emerging leaders to be presented as well. Vince to mention 50 emerging leaders and direct to website. Taling suggested to Doreen to work with candidates to draw out issues for the zoom meeting. Confirmation expected on Friday either 5(five) or Six (6) new candidates availability not 20 candidates!

Topic for November 2020 is ERP presented by Jason Katigbak on Shell's implementation of their ERP. Let Doreen know what you want to title your presentation!

c.2 Education: Rodalyn – co-sponsored with GSCPA for more chapter recognition points. 1st time to host 100% virtual IO platform scheduled for May 24-28, 2020 for 20 CPEs. Thanks Jason for on-line program recommendation and potential resource to use for GPDC. Usually another training during the year, looking for ideas – survey to members for potential topics for GPDC. Pilar provided in chat platform ID: agaguam.cnf.io. – platform used by National for their training.

Doreen asked if cost effective PIPs logistics – estimate \$3k per Jason. Services provided were end to end that can be customized– sending out the invitations, payment platform, reconciliation of day to day attendance (since half day sessions), fielding out questions, etc. for a total of 1-2 weeks. Materials were loaded on-line but the managing

of the event was managed by UOG (Manny and Luwegi) with about a month before training and added materials on line.

Doreen recommended Dr. Rivera if Ethics training is needed for GPDC.

c.3 CGFM and Certification – Paz provided the following update:

Emailed today around 11:30 Revised SOP 003- for CGFM. Changes made were clarified and updated the eligibility period If you signed up before 1 Jan 2020 you have 3 years from the date application approved. If you registered after 1 Jan 2020, the eligibility period is cut down to 18 months. For CGFM study guide, eBooks and exams and testing reimbursement and the proper use of CGFM designation.

October 3 or 4, 2020 zoom meeting held with future CGFM. Justin Castro spoke and shared his experience on how he passed Part I. Another member Odeth from DOA also passed the exam. Wanted to thanked them for encouraging other members to pursue their CGFMs.

Paz asked By-laws if CEC approval needed to pass this SOP?

Doreen asked to have Paz to summarize the SOP revisions which included the following:

Clarified eligibility period depending on when you signed up for the program, before Jan 1, 2020 – 3 years and after 1 Jan 2020 only 18 months to pass, eBooks, study guide reimbursement, exams and testing and proper use of CGFM designation.

Doreen: What is the total cost per scholarship?

\$125 each section *3 sections plus for CGFM scholarship only issued only when you pass all 3 exams about \$455.

For eBooks or exam, reimbursement based on receipts submitted.

Threshold or cap at 3 reimbursements only per eligibility period.

All members are entitled no more than 3 per eligibility but not screening if passed or not. Usually the ones asking for reimbursement are those in future CGFM group. No abuse on the program seen.

Pam motion to accept revisions made by Maripaz on eligibility, reimbursements, exams etc. Second by Taling. Polling results: SOP approved.

c.4 Membership – Per Amy, as of today, 17 new members this program year 2020/2021. Need 33 more to meet goal of 50 new members this year.

c.5 Young Professionals – Rachel and Jason. In lieu of annual mixer, focus on mentorship program with virtual platform. Includes 2-month program with students partnered with program mentors meeting at least an hour on a weekly like ELBP structured program. Different levels: Students, young professionals (graduate with less than 5 years' experience) and professional levels.


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Timeline: Campaign for mentors last Nov/ early Dec 2020. Program introduction to UOG/GCC/Professional Membership and GSPA. Program start: Feb/Mar finalize in April Mixer with pre/post assessments.


Jason: On-line learning platform for CPE's, GSEPA asked UOG to help for manage portal for PIPS with 50 attendees. To ensure attendees are listening, portal question Are you still there? Have to physical indicate yes or no! Worked out well with UOG. There were well attended with 50 attendees with some hiccups like pre-recording made but the mic was off! Rodalyn: usually co-sponsored with GSEPA and AGA Guam – Rod uses stats for chapter recognition!

c.6 Community Service – Vanessa notified members to give \$50.00 for homeless or scholarship represents 1 community service. October 30, 2020 revised date for donation. If checks received does not state for homeless or scholarship then 50% each between the 2. Next month (November) open to suggestions like donation of canned goods to Catholic Social Service or Salvation Army!

c.7 Budget and Finance-Fierce \$291.35 collected or about 6 people contributed \$50.00 Fierce to send Vanessa copy of letter from Salvation Army for thanksgiving meal tickets for consideration.

c.8 Communications, Newsletter and Website – Clariza will send out email for donation extension deadline until Friday, October 30, 2020. Mariella to post on website and other social media. Any updates for the members such as employment opportunities and updates on other committees send to Clariza and Mariella for website posting.

Clariza updated the AGA National website link provided to Guam. Currently not linking on their site yet. If someone clicks Guam on the National Website, it brings them back to our website -guam.net. If CEC good with it, any motion to direct the National website to the link submitted to AGA Guam to meet within National's standard and use to update newsletter etc. Use of local website for minutes AGA Guam chapter.net for archiving. Old website paid fee (Est \$150.00) for archiving. Pilar checked other chapters that still maintain local website. Taling – ask if searching for do we see both website? Just need to re-direct link to website National platform website. Doreen commented to monitor check AGA National showing server error that's why we didn't re-direct. Doreen thought Clariza was running parallel until she was comfortable with the National. She stated in prior meetings, Clariza had problems with National. Pam stated in the previous minutes -decided and agreed to use both website since the cost to keep Guam website was minimal. National website only holds only so much information while the Guam one held more. Clariza, for example, hosting minutes in National website, no management page to upload minutes – she needs to create links etc. Clariza-still working on both websites. Some items are easier to upload like events, newsletter, chapter leadership page updated each program year. Clariza still getting acquainted with National and is fine if we move to National platform.


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Newsletter: Debbie – No features from members quarterly feature. Included screen shots of last couple meeting. Debbie to check Vince what he wants to share for the 50 under 40 information.

c.9 Scholarships – See New Business above

c.10 Bylaws- Yuka and Jori – none to report at this time

c.11 Awards – Justin unable to make meeting.

c.12 Research and Standards: No representatives today.

c.13 50th Anniversary: Vince thanked Debbie, Pilar and Doreen for participating in the selection committee. All honorees, employees and those who didn't make it were informed. Asked honorees if employers or family would like to include congratulatory message or ad in the booklet. Plan to issue out by next Friday before meeting. Point of doing this is to bring notoriety to honor GovGuam employees since no one is doing this. Doing it for private sector in Marianas Business Journal

Draft letters to be sent out for December publication. Who's who feature in GovGuam different disciplines such as procurement, budget, audit, accounting, academia, executive mainly promoting Advancing Government Accountability. Not limited to 50 people in GovGuam but also section for private sectors.

Pilar asked Vince about solicitation avenue that were going to do for the different publication. Offering this one for free but need to charge for solicitation for the upcoming publication in PDN and Variety -about the organization itself, history etc.

One gala with a series of events to commemorating the 50th. Combine to meet monetary needs for GPDC and booklet of history. PDN and Post will do solicitation and follow up with their viewership to convince potential sponsors. Separate breakdown provided like printed or electronic menu with estimated cost.

Per Doreen: If Dan donated \$1k but the ad is only \$500, do we get the change?

- V. Next CEC meeting: November 11, 2020.
- VI. Next Membership Meeting: Wednesday, October 28, 2020. Agenda includes 1st time Senatorial candidates panel. AGA Fall 2020 Scholarship recipient award to be announced and Emerging Leaders (media release by Vince).
- VII. November speaker: ERP by Jason Katigbak
- VIII. Adjourn Meeting: Pam moved to adjourn the meeting. Rodalyn second. Meeting was adjourned at 1:24 p.m. Motion passed 12 out of 15.

Per Rodalyn person donating will not be charged on PayPal. Only the withdraw fee being charged to AGA.


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