



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, November 11, 2020
12:00 p.m. Zoom Meeting
Final summarized version
(subject to corrections)**

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

Present for the zoom meeting were:

Pilar Pangelinan	Maripaz Perez	Llewelyn Terlaje	Fierce Catoc
Vanessa Valencia	Pamela Aguigui	Doreen Crisostomo	Rodaly Gerado
Clariza Roque	Yukari Hechanova	Vincent Duenas	JoJo Guevara

- I. Call Meeting to Order:
Meeting called to order at 12:03 p.m. by President Pilar Pangelinan. Testing scan bar code voting on agaguam.cnf.IO Scan for conference and certificates.
- II. Approval of Minutes:
October 2020 CEC and General Membership minutes. Motioned by Doreen and seconded by JoJo. Polling results: Minutes approved by majority.
- III. Treasurer's Report:
Fierce – September was already approved in the membership meeting last month. See attached October 2020 financial statement. Motion by Doreen and second by Jojo to approved October 31, 2020 treasurer's report.

Budget and Finance Committee Report:

October 2020 financial statement approved.
In reference to Form 990, confirmed by Shannon that form was not filed - only draft version done. Fierce will print and file tomorrow.
On-line banking set up by Yuka (administrator) for Bank of Guam.
BOG change in signatories (forms accepted by bank, pending final confirmation)
Coast 360 quarterly statement indicates dormant fees. Fierce to transfer some funds to cover to avoid formant fees.
Fierce to get bank quotes for favorable rates and provide info back to CEC to decide.
Fierce: Donations collection for Community Service/Scholarship to date: \$734.25 net of fees (15 donations received). Fierce to provide separation between the two categories (homeless and scholarship). If none specified, use funds for homeless since only 1 scholarship issued for Fall 2020.

IV. President's Report

A. Old Business

- A.1. ACE items
- A.2. Audit Form 990/Bank – see Treasurer Report

Official CEC Meeting Minutes (summarized) – November 11, 2020
Prepared by: Pamela R. Aguigui, CM
AGA Guam Chapter Executive Committee – Secretary

A.3 Scholarships/Chapter CCR

B. New Business:

B.1 Phishing (pdf) - Pilar emailed National regarding this matter.

B.2. Website (delink and remove CEC email) Clariza and Pilar agreed to remove personal email removed from website not be subject to phishing.

B.3 National Plans- President Wendy for 70 years – for everyone to recruit 7 members. Guam Chapter goal is 50 new members to align with national.

C. Committee Reports

C.1 Accountability: Doreen: November 2020 guest speaker is by Jason Katigbak on ERP Implementation from a Financial Prospective Takeaways and critical success factors. For December, (Transparency and Accountability) to 38 agencies to recognize for creating a CCR for the past 10 years!

Motion by Doreen to increase budget by \$1500 to \$4k to cover the additional agencies and second by Jojo. Polling passed/approved to increase budget from \$2,500 to \$4,000.

C.2 Education: Rodalyn –Reminder November 14, 2020 next GPDC invite meeting. Chat: Rod sent out September 2020 CPEs.

C.3 CGFM and Certification – No SOP on who needs to sign SOP. Last SOP signed by past secretary (Llewelyn) and past president (Debbie). Paz to have Pilar and Pam sign the revised CGFM SOP.

C.4 Communications, Newsletter and Website – In reference to phishing, Clariza removed email addresses from website. Website updating includes: financials, July-Sept treasurer's report, minutes of meeting and guest speaker info (for GM meeting).

Pilar: Debbie working on November newsletter. If any new members interested in being featured in the newsletter contact Debbie.

C.5 Membership – Jojo: Some AGA committee members to participate in a 4-hour conference entitled "Leadership in times of crisis" December 11, 2020. Conference focuses: leadership, value of certification (Paz to facilitate) and project management.

Highest recruiters are JoJo with 5 new recruits. UOG submitted 5 but no mention who recruited them. Only 19 new recruiters thus far.

C.6 Young Professionals – No representative. Pilar to share Scavenger hunt game with Young professional members.

C.7 Community Service – Vanessa thanked members who donated and continue to accept donation for homeless and/or scholarship fund. Updates will be provided to CEC once consolidation of suggestions are made.

C.8 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

C.9 Scholarships – Pilar: per Lorbea – waiting for UOG check for scholarship recipient. Will send out application out earlier for Spring 2021.

C.10 Bylaws- Yuka will complete SOP updates for certification and once completed will send to CEC.

C.11 Awards – No representatives.

C.12 Research and Standards: No representatives.

C.13 50th Anniversary: Vince: On track with John Phillip awards. Upcoming activities, CCR, CGFM month March 2021, special publication Legacy of AGA Guam Chapter, Who's Who in Government accountability scheduled (December 2020), Doris Flores Brooks asked to write history of government accountability.

Yuka: Attended NCC meeting and provided discussion info: efforts to increase membership and recruit, co-hosting training with other chapters and speaking to employers on benefits of AGA.

B. Next CEC meeting: December 9, 2020.

C. Next Membership Meeting: Wednesday, November 25, 2020.
November speaker: Jason Katigbak

D. Adjourn Meeting: Yuka moved to adjourn the meeting. JoJo second. Meeting was adjourned at 1:17 p.m.

