



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, July 19, 2017
Khaohom Thai Restaurant**

Clariza Mae Roque
President
Frances Danieli, CGFM
President-Elect
Yuka Hechanova, CPA, CIA, CGFM, CGAP, CGMA
Immediate Past-President
Reginald Diaz
Treasurer
Shannon Bartonico
Secretary

Present for the meeting were:

Clariza Roque
Yuka Hechanova
Florengine Dela Cruz

Doreen Crisostomo
Rodalyn Gerardo
Shannon Bartonico

Rachel Cubacub
Llewelyn Terlaje

1. Meeting called to order at 12:08pm by President Clariza.
2. Approval of Minutes. Clariza moved to approve the June CEC minutes. Doreen seconds. All were in favor. June CEC minutes were approved.
3. Treasurer's Report.
 - a. Reggie is currently working with Josie regarding closing for the treasurer's report. Josie will be downloading QB online to upload a backup file before she unsubscribes.
4. President's Report.
 - a. Clariza mentioned that during the August GM meeting, awards that were received during the Professional Development Training in Boston, MA will be presented. The recipients are as follows: Yuka Hechanova, Platinum Chapter Recognition Program Award, Jojo Guevara, Chapter CGFM Award, Maripaz N. Perez, Chapter Accountability and Transparency Award, Frances Danieli, Community Service Award, Taling Taitano, Regional Vice President Award, and Rodalyn Gerardo, Recruiter of the Year.
5. Program Year 2017 – 2018 Strategic Plan
 - a. Regarding the timeline for the 2017 – 2018 strategic plans, the focus will be mainly on CGFM certification and young professionals. Regarding the timeline, Clariza encouraged everyone to send out timely emails in order to ensure a smoother end of program year, and have documentation to receive points.
6. Committee Reports:
 - a. Program.
 - i. The July GM will be held as an appreciation luncheon for the 16th Annual AGA Accountability 5K sponsors and volunteers. As for the August GM, Clariza is working with the Frank Lujan, Chief Technology Officer, if he would be available to speak regarding updates on information technology and OTECH.
 - b. Education
 - i. The CGFM Review Course will be a 6-day, 48 CPE review course held from September 19 to 26, 2017 at the Gloria B. Nelson Public Service Building (GPWA). Rodalyn invited any suggestions related to advertising, in order to recruit more participants for the course.
 - c. CGFM

- i. Rodalyn suggested that a mentorship program should be set into place; a 1 on 1 program where members studying for the CGFM certification may be able to inquire with the existing CGFM certified professionals.
 - ii. An online practice test is available for members' usage. Yuka is also trying to order more books for members, but will need to consult with Jojo regarding the shipping as the cost of shipping for her was very costly.
 - d. Membership
 - i. Rodalyn suggested membership launch kits for members.
 - e. Young Professionals
 - i. Rachel is currently working with the Fall 2017 JAS President, Clayton Okada, for any suggestions and ideas for the budget.
 - f. Scholarship
 - i. AGA is accepting nominations for the John M. Phillips Award. The deadline to submit any nominations currently stands on August 25, 2017.
 - g. Website & Newsletter
 - i. Clariza suggested that the newsletter should be quarterly instead of monthly, in order to ensure that each newsletter is full of more information for the members' references.
 - ii. The website will now be following the standard AGA template; Matt has provided this template for our use.
- 7. Other Matters:
 - a. Clariza suggested that SOPs for all committees and positions should be created, in order to ensure a smooth transition for the upcoming officer and committee-elects.
- 8. Next Meeting: Wednesday, August 9, Location: Mangilao Golf Course Restaurant
- 9. Adjourn Meeting. Meeting was adjourned at 12:51pm.

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