



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, February 8, 2017
Khaohom Thai Restaurant**

Yuka Hechanova, CPA, CIA, CGFM, CGAP, CGMA
President
Clariza Mae Roque
President-Elect
Artemio "Ricky" Hernandez, CGFM, MAcc
Immediate Past-President
Josie Villanueva, CPA, CGFM
Treasurer
Florephine Dela Cruz
Secretary

Present for the meeting were:

Yuka Hechanova
Josie Villanueva
Florephine Dela Cruz

Frances Danieli
Clayton Okada
Jojo Guevara

Clariza Roque
Ricky Hernandez

1. Meeting called to order at 12:17pm by President Yuka.
2. Approval of Minutes. Clariza moved to approve the December CEC minutes. Jojo seconds. All were in favor. December CEC minutes were approved.
3. Treasurer's Report. Correction on January FS presentation: \$5,500 to be moved from Community Service to Scholarship. Josie stated that the \$5,500 is recorded in Scholarship in the books. Josie mentioned about that there is an account receivable from UOG; however, Frances stated that UOG had paid its GPDC balances. Josie will investigate further on the accounts receivable since there might have been duplication, then we also discussed an adjustment to be made on the AR.

We discussed possible ways to spend our resources such as CGFM training, depending on the number on interested people. We will also research on the possible trainings and cost. In the PDT in Boston, we are sending the president-elect and two raffle winner members. Frances also mentioned the GCC accounting conferences, which is already part of the budget.

Josie made a suggestion to have a committee in charge of the finances during major events such as GPDC and 5K. Going forward, we will have a treasurer and treasurer-elect that will share the responsibilities and duties.

Since the online version is more simplified than the desktop version of QuickBooks, Josie stated to revisit the chart of accounts to make it more specific and program-based. This will allow us to formulate budgets and generate reports. Josie requested a laptop and desktop software of QuickBooks. Josie mentioned that Shannon Bartonico is interested to become treasurer.

Clariza moved to approve the December and January Financial Report subject to correction. Jojo seconds. All were in favor. December and January Financial Report were approved subject to correction.

4. President's Report.
 - a. February General Membership (GM) meeting will be held in Westin. Since we are having difficulty making deposits in Westin due to a recurring system error, we agreed to conduct the March to June GM Meeting in Sheraton. Yuka and Florephine will make the deposits for Westin and Sheraton, respectively.

- b. In every CPE event meeting, we will ask the members to RSVP possibly through a calendar invite to estimate the number of attendees. In addition, we will also ask JAS to provide a headcount at least one day prior to the meeting
5. Committee Reports:
- a. Program.
 - i. For February GM, we planned to have Joe Bradley as our guest speaker to discuss the economy of Guam. The session will be a CPE event.
 - b. Education
 - i. The Excel training of Manny Hechanova is tentatively scheduled on March 10 in University of Guam. The training will be free for CGFM holders.
 - c. CGFM
 - i. We will invite the Vice Speaker to do the resolution during the meeting.
 - ii. We discussed the possible format of the meeting such as having a panel (new CGFM or CGFM candidate) to discuss their experience on taking the exam.
 - iii. Jojo mentioned that there is a \$2,500 budget to visit another chapter.
 - iv. Jojo plans to invite an AGA Guam Chapter member to visit Saipan to discuss CCR on March 2017. Jojo stated that he would give a proposal.
 - d. Scholarship
 - i. The Spring 2017 scholarship was awarded to 3 UOG students and 1 GCC student during the January General Membership meeting.
 - e. Awards
 - i. Yuka mentioned the deadline for nomination is on March 31, 2017.
 - f. Community Service
 - i. The 5K will be on June 24, 2017. Frances requested for the theme of the 5K. Frances inquired on the start date of the 5K meeting. We agreed to start the meeting on March tentatively in Figaro in the evening. Frances need to make a \$100 deposit to Chamorro Village next month. We agreed to use the same solicitation letters.
 - g. Website
 - i. Ricky mentioned that there is a webinar about the updates on the website February 22, 2017- 1 am (February 21, 10am).
6. Other Matters:
- a. Sectional Leadership Meeting: May 5-6, 2017 in Kansas City. Incoming and outgoing RVP and President-elect are invited to the event.
7. Next Meeting: Wednesday, March 8, Location: Khaohom Thai Restaurant
8. Adjourn Meeting. Jojo moved to adjourn the meeting. Clariza seconds. All were in favor. Meeting was adjourned at 1:13pm

Official Minutes prepared by: Floregine Dela Cruz
AGA – Guam Chapter Secretary