



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes
Wednesday, August 9, 2017
Mangilao Golf Course**

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	Jojo Guevara	Rachel Cubacub
Yuka Hechanova	Rodalyn Gerardo	Reginald Diaz
Mary Grace Edrosa	Shannon Bartonico	Clayton Okada
Debbie Ngata	Frances Danieli	

1. Meeting called to order at 12:12pm by President Clariza.
2. Treasurer's Report.
 - a. Reggie is currently working with Josie regarding closing for the treasurer's report. Josie is currently off-island, so once Josie returns, she will provide necessary items for Reggie's perusal.
3. 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.
4. Committee Reports:
 - a. Program.
 - i. For 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. He has currently not responded to initial email, and she will follow up. Rachel suggested asking Rommel Hidalgo, CIO of the University of Guam in the event that Frank Lujan is unable to speak.
 - b. Education
 - i. GSCPA has sent an email on Tax Training. Rodalyn will follow up with Jason Katigbak on possible AGA co-sponsoring with GSCPA.
 - ii. 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.
 1. As of date, 20 people have registered for the course. 3 of these registrants are off-island participants.
 - iii. CGFM review course materials ordered have been received per Yuka.
 - c. CGFM

- i. Regarding the CGFM Review Course, AGA's target is currently at maximum capacity, or 35 participants. Marketing is a must for any other possible attendees in order to reach that goal. Also, September 1 is the deadline for any application submissions, refunds, or changes.
 - ii. Jojo asked if we would be able to start issuing the CGFM materials to members who have requested for it. An acknowledge receipt will be prepared for any materials returned in order to keep track of who may have the materials.
 - iii. Maripaz spoke about the CGFM mentorship program. The expectation is that a CGFM certified individual is to be paired with a potential candidate to check up and encourage them.
 - 1. Maripaz noted that she will also be meeting with Senator Louise Muna Barnes, along with Cora, Jojo, and Clariza regarding incentive pay. This incentive pay will include all government agencies.
 - d. Membership
 - i. Rodalyn suggested bringing in competition to bring in most members. This was an agenda brought up 2 years ago by Jason Katigbak, and would be a good incentive to motivate members.
 - ii. Suggestions to encourage early careers and student membership are welcomed.
 - e. Young Professionals
 - i. Rachel is currently working with the Fall 2017 JAS President, Clayton Okada, for any suggestions and ideas for the budget.
 - 1. Rachel inquired if she was able to reformat the program, in order to provide a way for more professional development. Clariza said this is okay.
 - 2. Clayton noted that students want more opportunities to prepare for post-graduation in the workforce. Such suggestions noted include workshops for resume building, interview refining, and possibly volunteer work for the PDT in order to network with professionals.
 - ii. Clayton noted that for the Dean Speaker Series, there have not been any accounting related speakers to represent JAS. Rachel is working with Clayton in order to provide a possible speaker for this series.
 - f. Scholarship
 - i. AGA is accepting nominations for the John M. Phillips Award. The deadline to submit any nominations has been extended to August 30, 2017.
 - g. Community Service
 - i. Upcoming community service events include the 23rd Annual Guam International Coastal Clean-up on September 16th. AGA's service location will be stationed at the Adelup Shore.
 - ii. Frances will create a timeline for possible future volunteer service efforts.
 - h. Website & Newsletter
 - i. Yuka asked if the quarterly newsletter will include June. Clariza noted that June will be included.
 - ii. The website is currently transitioning into the AGA national format.
5. 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. A survey will also be created and sent to members in order to determine their expectations as a member of AGA.
 - b. Per Debbie, EY will volunteer to audit AGA's financials. They will prepare the SOW, with a deadline of September 30, 2017. The unaudited financials will be due for publishing on August 15, 2017.

6. Next Meeting: Wednesday, September 5, Location: TBA
7. Adjourn Meeting. Meeting was adjourned at 1:04pm.

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