



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

Clariza Mae Roque, CICA
President
Frances T. Danieli, CGFM
President-Elect
Yuka Hechanova, CPA, CIA, CGFM, CGAP, CGMA
Immediate Past-President
Reginald Diaz
Treasurer
Mary Grace Edrosa
Treasurer Elect
Shannon Bartonico, CFE
Secretary

Present for the meeting were:

Clariza Roque
Rodalyn Gerardo
Mary Grace Edrosa
Llewelyn Terlaje
Jojo Guevara
Shannon Bartonico
Frances Danieli
Reginald Diaz

1. Meeting called to order at 12:08pm by President Clariza.
2. Approval of Minutes. Clariza moved to approve the September 2017 minutes. Llewelyn approved and Rodalyn seconded, subject to corrections. All were in favor. The September 2017 minutes were approved.
3. Treasurer's Report. Reggie will sit with Clariza and Rodalyn regarding closing the QuickBooks file for the year in preparation for the audit. Frances noted that she will assist him with this. It was noted that there was also an A/R balance for Dan Fitzgerald, and that Reggie will find out what this may be for. Deloitte tends to put their checks together with his; it may have been accidentally combined and gone unnoticed.
4. President's Report. Clariza will look for Yuka's schedules from last audit to determine what is needed.
5. Committee Reports:
 - a. Program.
 - i. Gary Hiles will be the speaker of the upcoming November 2017 General Meeting. His topic will be on Guam's current economic status. Hiles has requested time to test out projector before his scheduled presentation; Clariza will work with him regarding the testing. If he is not able to come early before the presentation, he will stop by the day before to test out. His presentation will be 1 CPE.
 - ii. The following general meeting schedule was as noted: December 2017 will be presented by the Junior Accountants Society, January 2018 will be presented by Ed Brobesong regarding the tax update, and February 2017 will be the CGFM presentation. Rodalyn will work on securing speaker for March.

- b. Education
 - i. Rodalyn will follow up regarding half-day training by Rommel Hidalgo on cyber security and information security. This half-day training will be tentatively held around late January to early February.
 - c. CGFM
 - i. Maripaz noted that the evaluation and forms were mailed to AGA National.
 - ii. Mentorship program to be finalized related to mentors and guidelines on the mentorship.
 - d. Young Professionals
 - i. The young professional committee (Rachel and Clayton) are currently planning UOG/GCC workshops, such as Excel tips and tricks and resume building.
 - ii. Rachel will follow up with Jason Katigbak regarding whether GSCPA will still be working with AGA for mixer.
 - e. Accountability
 - i. Doreen is currently reviewing the CCRs that were provided to her.
 - f. Community Service
 - i. The next upcoming volunteer work for AGA will be at Guma San Jose across Maria A. Ulloa. This will be next Saturday per Frances at 10am. Rodalyn approved the motion to provide \$200 for the community service, and Reggie seconded. All were in favor.
 - ii. Frances is looking to contact Salvation Army for the bell ringing; this will tentatively be on December 17th.
 - g. Newsletter & Website
 - i. Yuka is hoping to give the newsletter before the next meeting.
 - h. By-Laws
 - i. Llewelyn is waiting on the SOPs from the other committees.
6. Other Matters
- a. There was a concern regarding UOG students that attended the prior general meeting without paying, as the students noted that they were only attending to receive extra credit for their class and will not eat. However, although some students did not eat, they did drink water and AGA was charged for an additional head. We will need to address this for the next meeting.
7. Next Meeting: Wednesday, December 13, 2017 at Khaohom Thai Restaurant
8. Adjourn Meeting. Clariza moved to adjourn the meeting. All were in favor. Meeting was adjourned at 12:43pm

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