



**AGA Guam Chapter
Chapter Executive Committee
Meeting Minutes**
Wednesday, December 4, 2019
at 12:00p.m.
Khaohom Thai Restaurant,
Tamuning

Debbie Ngata
President
Pilar Pangelinan
President-Elect
Frances Danieli, MBA, CB, CGFM
Immediate Past President
Shannon Bartonico, CFE
Treasurer
Fierce Catoc, CPA
Treasurer-Elect
Llewelyn Terlaje, CGFM, CGAP, CFE
Secretary

Present at the Meeting were:

- | | | |
|--------------------|-------------------|------------------|
| - Debbie Ngata | - Justin Castro | - Michelle Puno |
| - Llewelyn Terlaje | - Rodalyn Gerardo | - Jason Katigbak |
| - Vanessa Valencia | - Maripaz Perez | |
| - Margie Francisco | - Pamela Aguigui | |

- I. Meeting called to order at 12:07 PM by President Debbie Ngata.
- II. Approval of Minutes - Maripaz moved to approve November minutes subject to corrections. Justin seconded the motion. All were in favor and the November Minutes were approved.
- III. Treasurer's Report:
 - a. September and October reports –Rodalyn suggested that a correction be made to the title of the financial statements. Also, clarification was sought of whether prior reports had been approved. Approval of the reports were tabled pending clarification with Shannon.
 - b. Update bank signatories: Maripaz made the motion to update the bank signatories by removing the former officers as follows:
 - Clariza Mae Roque, Immediate Past President
 - Mary Grace Edrosa, Treasurer
 - Justin Castro, Secretary- Furthermore, Maripaz motioned to update the bank signatories with the current officers as follows:
 - Debbie Ngata, President
 - Pilar Pangelinan, President – Elect
 - Shannon Bartonico, Treasurer
 - Fierce-Catoc, Treasurer-Elect
 - Llewelyn Terlaje, Secretary
 - Frances Danieli, Immediate Past President.- Motion was seconded by Rodalyn. All were in favor and motion was passed.
- IV. President's Report
 - a. Old Business:
 - i. Bylaws/SOPs:
 - Debbie needs to review the Bylaws and will present it at the next meeting.
 - A question was raised about the effective date of the Membership Recruitment Incentive Program. CEC agreed that the program will be retroactive to the beginning of the program year.
 - ii. UOG JAS International Accounting Day – AGA's share is approximately \$200. GSCPA has fronted the cost and has submitted the invoice to AGA to be reimbursed. Michelle reported that she thought it was a great event, but attendance could be improved. There were around 30 participants of 100 participants anticipated. Most were BA 180 students who will be majoring in the Accounting program. Michelle stated that a lot of good information was shared and it was a missed opportunity for those who did not



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attend. As a suggestion, Jason stated to start earlier in terms of planning. Jason noted that the committee was looking into obtaining statistics as it appears the number of accounting students has declined and organizations should work together to also promote the profession.

Doreen informed the group that if there is an intention to survey the students, there needs to be an approval by UOG and the Institutional Review Board. The Accounting program has been improved and the full-time faculty should also be asked. Professionals should also be considered to seek their expectations of Accounting graduates they hire.

Debbie mentioned that a separate meeting or a task force should be created to further research and discuss the matter.

iii. Purchase of projector and clicker/pointer – Debbie is in the process of obtaining quotes.

b. New Business:

- i. Mentoring partnership with GSCPA – Jason passed out the GSCPA CPA Pipeline Initiative Framework which involves: (1) CPA mock exams, (2) Prometric Tour, (3) Accounting Workshops, (4) Visiting Professor Program and (5) Mentorship Program. GSCPA has worked with AGA and GBOA for some of these areas and they have done the first four initiatives and want to begin working on the Mentorship Program, the last part of the framework. Jason stated that a framework and some policies and procedures is needed regarding the Mentorship Program.

He suggested a subcommittee be established and have the proposal be approved by both boards. Some suggestions would be to include Rachel being the Director of Young Professionals, and Llewelyn and Rodalyn based on their participation in the Executive Leadership Development Program. A recommended timeline will be to start planning this coming Spring semester and launch the program in the Fall semester.

Another suggestion was to reach out to AICPA for some information on their initiatives. Rod will try to reach out to some of her contacts from the AICPA leadership program she participated in.

Maripaz also asked Michelle of some topics that students may be interested in receiving training. Some suggestions were internal controls, time management, stress management, and other personal development workshops.

V. Committee Reports:

a. Program:

- On December 18th, 6pm-9pm, at the Hilton (near the café area), the Young Professionals committee and JAS will host the AGA Christmas Party. Tickets will be provided for drinks. Price will be the same as the lunch meetings. IDs would need to be checked and those under 21 will be denoted.
- JAS will be given \$500 as the budget for the prizes and other materials for the games.
- Debbie requested for at least one ice breaker game.



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- The January meeting will feature GPA and for February a presentation on ethics will be made by the visiting Japanese professor.
 - b. Education - GPDC planning will begin in January. Inquiries from past participants have already been received. The Committee will try to request the President or a National Representative to speak at the GPDC, which will also be the Guam Chapter's 50th Anniversary.
 - c. CGFM – Paz held the last meeting for the year on November 16. Most attendees committed to take one exam by March. A WhatsApp group was also created for future CGFMs to communicate.
 - d. Membership – Debbie wants to meet with the committee to send out letters to management of the different agencies thanking them for allowing employees to attend the General Membership meetings.
 - e. Young professionals – Maripaz suggested the committee explore combining the GCC Accounting Pathways with UOG so we can attract more speakers.
 - f. Accountability – Doreen reported that activities for this committee have been completed. The CCR awards have already been issued and Doreen also went to GCC to sit in on the CCR presentations. Also, the UOG undergraduate students that were selected for the case competition won. The Post also published an article on the CCR awards.
 - g. Community Service – AGA will participate in the Salvation Army Bell Ringing which will take place on Saturday, December 7, 10am – 12pm, at GPO.
 - h. Newsletter & Website - There are two Facebook accounts and Vanessa will try to merge the accounts.
 - i. Scholarship – Pam reported that the Scholarships were awarded and thanked UOG and GCC for their support and participation. Pictures were sent to PDN Lifestyle.
 - j. Bylaws – See discussions above under Old Business.
 - k. Awards –CCR awards were presented in November.
 - l. Chapter Recognition Program – Debbie reminded everyone that the 2nd quarter points are due by end of the month. Vanessa sent the pictures to PDN Lifestyle for points and Debbie will endeavor to conduct a survey, prepare an annual report, and issue certificates of recognition to CEC members for points as well.
- VI. Other Matters – No other matters discussed.
- VII. Next Meeting – January 8, 2020, 12:00 PM. CEC agreed to hold the meeting at the Mangilao Golf Course.
- VIII. Adjourn Meeting – Debbie adjourned the meeting at 1:28 PM.

Official Minutes prepared by: Llewelyn Terlaje
AGA – Guam Chapter Secretary