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Messages and Communications

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Wed, Mar 7, 2018 at 10:34 AM

Hafa adai Clerk's: See consolidated Guam Council on the Arts & Humanities Agency Board Agenda.

03/07/18	03/07/18	Guam Council on the Arts & Humanities Agency	CAHA Board Meeting Requirements for January 12, 2018, February 12, 2916 & March 6,2018	34-18-1622

–

OFFICE OF SPEAKER BENJAMIN J.F. CRUZ

Committee on Appropriations and Adjudication

I Mina'trentai Kuattro na Liheslaturan Guåhan

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GCA 34-18-1622
Speaker Benjamin J.F. Cruz

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CAHA Board Meeting MC 1622.pdf
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BENJAMIN CRUZ <speaker@senatorbjcruz.com>

CAHA Board Meeting Requirements for January, February & March 2018

Sherrie Barcinas <sherrie.barcinas@caha.guam.gov> Tue, Mar 6, 2018 at 5:38 PM
To: speaker@senatorbjcruz.com, centralfiles@guam.gov

Pursuant to Public Law No. 31-233 attached is the agenda and attachments of CAHA's Board Meeting held on the following dates:

January 12, 2018
February 12, 2018
March 6, 2018

Sherrie AD Barcinas

Administrative Officer

Guam Council on the Arts & Humanities Agency
Tel: 671 475-4278/9 Fax: 671 300-1209

3 attachments

01.12.2018.pdf
356K

02.12.2018.pdf
132K

03.06.2018.pdf
717K

Doc. No. 34GL-18-1622.

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
January 12, 2018 – 3:00 pm
A G E N D A

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF MINUTES of December 5, 2017

III. PRESIDENT / DEPUTY DIRECTOR'S REPORT

IV. OLD BUSINESS

A. Percent for the Arts
   1. Update on Occupancy Permits for % for the Arts
   2. Update - % for the Arts Regulations & Guidelines Amendment - Triple "A" Process
   3. Update – Current Projects
      a. GCEF
      b. GRMC
      c. Guam Congress Building (Legislature)
      d. Ken Corporation
      e. Pending: GIAT (Airport), GCC, UOG, GHURA

B. FY 2018 2nd Round Grant Cycle Update
C. Guam Museum Update – Opening / Status on Artists

V. NEW BUSINESS

A. Findings on % for the Arts Process with GEDA
B. New board members

VI. BUDGET REPORTS

A. CAHA FY 2017 Appropriation Accounts
B. CAHA FY 2018 Appropriation Accounts
C. CAHA Non-Appropriation / Revolving Accounts
D. FESTPAC Accounts

VII. OTHER ANNOUNCEMENT & DISCUSSIONS

Next Board Meeting scheduled for February 7, 2018

VIII. ADJOURNMENT

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
December 5, 2017

I. CALL TO ORDER

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:11pm by Interim Chairperson of the Board, Francis Guerrero. Board members present were Joseph Certeza, Francisco Rabon, Kristal Koga, and Agat Vice Mayor Christopher Fejeran. Absent were Francisco Lizama and Tes Reyes Burrier. Also present were President Johnny Sablan, Program Coordinators Jacqueline Balbas, Angie Taitague & Brea Bailey and Administrative Officer Sherrie Barcinas.

II. REVIEW AND APPROVAL OF MINUTES DATED October 19, 2017

Mr. Certeza moved to approve the minutes of October 19, 2017. Motion seconded by Mr. Rabon.

UNANIMOUSLY APPROVED

III. DIRECTOR'S REPORT

President Sablan did not have any report at this time.

IV. DEPUTY DIRECTOR'S REPORT

Ms. Balbas reported on behalf of Deputy Director Joyce Bamba. A written report on Ms. Bamba's trip to both the Pacific Islander Festival and the National Assembly of State Arts Agencies Conference were provided to the board. In addition, the second call out on CAHA's grant cycle was very successful with the saturation of social media on CAHA's Face Book page, website, public service announcements in the Pacific Daily New's "On the Fridge" and being on Rick Nauta's talk show. The grant workshop was held on November 25, 2017 with 46 potential applicants in attendance. Of the 46, 25% where that of past applicants and the remaining 75% were new to the grant process. The deadline for submission of grant applications is December 29, 2017 at 4:00pm. CAHA will continue to provide reminder notices to all artists/applicants with a 15 day countdown towards deadline.

Per the request of President Sablan, CAHA's website was updated by Ms. Bailey to include information on the new board members, panel members, organizational chart, percent for the arts, photos, the Guam Master Award, etc.

President Sablan conducted a Board Training on ethics on November 27, with board members Francis Guerrero, Kristal Koga, Frank Rabon, Joey Certeza, Francisco Lizama and Deputy Director Joyce Bamba in attendance.

In reference to communications, Deputy Director received an email introduction and invitation from Dr. Kristina Sailiata from the University of California, Los Angeles (UCLA) inviting CAHA to join the UCLA Guam Travel Study Abroad Program. It is an inaugural program to take place in July 2018 at the University of Guam. It relates to community based research in Guam and social movements in Guam and in the Pacific. The Deputy Director is in communications with Dr. Sailiata and will report back to the board with more information on the program.

The American Music Abroad is seeking ensembles of 3 to 5 members for two week long tours by American bands in countries with little or no access to live American musical performances and

expertise. More information could be found on their website at www.amvoices.org. Application deadline is January 21, 2018. Fifteen bands will be selected for the tour beginning September 2018 and May 2019. Ms. Bailey has been diligent in sending out the notice to those on CAHA's artist registry and its posting on Face Book and other social media.

Interim Chair Guerrero questioned whether there was any way CAHA could track those who show interest. Ms. Balbas stated that CAHA could possibly send a request to the American Music Abroad requesting for a listing of those who applied from Guam. Interim Chair Guerrero felt it would be nice that CAHA encourages our local artists. Mr. Certeza recommended that those interested could obtain more information by visiting the CAHA Office as a way of tracking the numbers. Interim Chair Guerrero added that by doing so, CAHA could offer assistance to the artist(s) in completing the application which would provide a greater chance to be selected.

CAHA received a Christmas invitation extended to CAHA Board, Staff & Management from Vice Speaker Therese Terlaje in celebration of "Christmas at the Guam Legislature". The Vice Speaker's Office night to serve is December 29 from 6-9pm and all is invited to attend.

Deputy Director received two emails from two potential grant applicants asking to be excused from the grant workshop due to extenuating circumstances. One was being sick due to illness while the other was off-island at the time. Both were approved and told that they could submit their applications. They are Peter Onedera and Joshua Agerstrand from GAX. Clarification on whether or not Agerstrand attended the first workshop was to be sought. Ms. Balbas stated that Mr. Onedera did not attend the first workshop as he had only returned to Guam a few months prior and he wouldn't have been eligible to apply for a grant then.

Interim Chair Guerrero questioned whether CAHA is at risk for making such exceptions. Ms. Balbas stated that there was a requirement to attend the mandatory workshop. The notice to the public did state that the workshop begins promptly at 9:00am with no end time and CAHA did its best in sending out the notice. It is up to the board to make a decision on extenuating circumstances. Ms. Taitague added to say that she received several calls with regards to being exempted from the workshop. Mr. Rabon questioned whether the board should continue to entertain these as principles and standards have already been set. Those who are interested in applying for grants should make the time to attend. Should there be extenuating circumstances, they would have to wait until the next grant cycle. The board cannot continue to make exceptions as CAHA would be right back where it started from. The board has to be strong on its decision. Interim Chair Guerrero agreed and stated that CAHA made its efforts and due diligence to get the notice out and feels that this should not be comprised. Mr. Certeza stated that the board needs to uphold its protocol.

Ms. Koga questioned whether a representative could attend the grant workshop on behalf of an individual and/or organization. At which the board stated that an individual applicant must the workshop whereas a representative could attend for an organization.

Mr. Certeza motioned to uphold ruling on mandatory attendance for grant workshop. Motion seconded by Mr. Rabon.

UNANIMOUSLY APPROVED

Interim Chair Guerrero requested however that a letter is sent to both potential grant applicants informing them of the board's policy on the mandatory workshop attendance requirement.

V. OLD BUSINESS
Reporting on the following is CAHA Staff Taitague

A. Percent for the Arts

1. **Update on Occupancy Permits for % for the Arts**
   DPW compiles the report on a quarterly basis and CAHA will be provided its quarterly listing covering the months of October to December 2017. The listing will be provided directly to President Sablan and Ms. Taitague had requested that the listing be forwarded to her once received. A letter will be sent Guam Economic Development Authority requesting for an updated listing on its Qualifying Certificate holders.

2. **Update - % for the Arts Regulations & Guidelines Amendment – Triple "A" Process**
   Interim Chair Guerrero stated that one of changes made on the process was to have CAHA be on the front of the process. Ms. Taitague reported that the Ad Hoc Committee is still working on the process and the draft of the regulations and guidelines shall be forwarded to the board soon. Interim Chair Guerrero reported that at the last Ad Hoc Committee meeting, the panel members had completed the review of the whole triple "A" guidelines process that its in place and made recommendations that is currently being compiled by Ms. Taitague. The next Ad Hoc meeting is scheduled for December 14, 2017 in which the panel would look into the existing laws to see what could be done further to the law to ensure it matches with the guidelines and for its approval to be much easier. The compilation of all the laws shall be provided to the board by the end of week by Ms. Taitague. In addition, the board is including in the triple "A" process a penalty clause.

3. **Update – Current Projects**
   a. **GCEF**
      Pending projects from the artists for the permanent exhibit are TASI and Joe Guerrero. The artists have been given a deadline of December 29, 2017 to complete their projects.

      President Sablan met with Joe Guerrero this day and informed him that the permanent exhibit fabricators will be starting on January 2, 2018 and his work needed to be completed by December 29, 2017. Mr. Guerrero stated he had medical issues with his mom which has delayed him on the project. He has completed 70% of the project but is confident that he will meet the December 29, 2017 deadline. As far as TASI is concerned, CAHA would need to meet with them. Ms. Taitague reported that she has made attempts to contact Mr. Frank Cruz but have yet to receive any response. Ms. Balbas reported that TASI had issues on materials that were no longer usable or destroyed because of the time frame when they were first commissioned to do the project and the materials needed to be replaced. In addition, items needed to be fumigated as well and that responsibility is that of the Guam Museum to work hand in hand with the Museum and the fabricators to make it work for the installation in the building.

      President Sablan wanted to clarify that Guam Museum's responsibility is to fumigate the items and then work with the fabricators in which the installation will begin January 2, 2018 for six weeks and within that time period, TASI would have to work with the fabricator when to install their proposed project which means that fumigation must first. The initial issue with TASI was for funds to replace those items that were destroyed and the Guam Economic Development Authority is the only one that could make that decision.

Ms. Balbas stated that TASI was requested to provide the listing to President Sablan but as Ms. Taitague had mentioned, Mr. Cruz has not responded. President Sablan requested to meet TASI again to find out when the fumigation would occur. Ms. Taitague stated that she has informed Mr. Ignacio Camacho to turn in the items that have already been completed so they could be fumigated. However, he stated that he would need to consult with Mr. Cruz. Not all items require fumigation but even with that, TASI has not made any attempts to respond to CAHA.

Interim Chair Guerrero questioned if there was a contingency plan should the artists not come through with their projects. Ms. Taitague stated that she had requested from Mr. Guerrero for another site visit but he refused.

President Sablan stated that during his meeting with Mr. Guerrero, he provided updated photos which were the same of those at the January 17, 2017 inspection and informed the President that his project is 70% completed and will meet the December 29, 2017 deadline. President Sablan informed Mr. Guerrero that by not meeting the deadline, there would be a recourse in which funds must be returned and that his artwork(s) will not be placed in the permanent exhibit in the Guam Museum. The technical committee would have to obtain other works of art to fill in the area in Gallery 4. The biggest challenge is TASI as they had already been paid 70% of more than $100K project. Mr. Guerrero was informed that if he did not produce, the Museum would have to change the script on that gallery. Mr. Guerrero stated he would complete the project as he is proud to contribute and would like his family name to be in the Museum.

Interim Chair Guerrero requested that CAHA meet with TASI to resolve the matter.

Ms. Taitague added to say that with regards to action to be taken for non-completion of projects, the Ad Hoc Committee may want to review & discuss the contract in place as there may be terms that allows CAHA to take legal action on breach of contract. Interim Chair Guerrero requested that Ms. Taitague provide a copy of the contract to the committee as well.

b. **GRMC –** No other funds have been received and therefore remains status quo.
c. **Guam Congress Building (Legislature)**
Communication was made with Ms. Agnes Cruz the new Executive Director of the Guam Congress Building, on the status of the plaques for the artwork(s). The plaques have yet to be ordered as write-ups are also pending. All the artists have fulfilled their commitment on the projects.
d. **Ken Corporation –** Status quo as their still in the building phase of the project.
e. **Pending: GIAA (Airport), GCC, UOG, DOE & GHURA –** status quo; pending Attorney General's opinion on GHURA. Follow ups have been made on the matter.

VI. NEW BUSINESS

A. Declination of FY 2017 Grant – Gary Gurwell

Ms. Taitague reported that Mr. Gurwell applied for a grant to work with the Department of Youth Affairs and was awarded a grant. However, he has declined the award due to medical reasons. The amount awarded of $6,500 would go back into the account.

B. Appointment of new board member – Vice Mayor Christopher Fejeran

Interim Chair Guerrero welcomed to the board the newest board member to CAHA, Agat Vice Mayor Christopher Fejeran who officially began today to complete the term of Mayor Melissa Savares through March 2019.

Per President Sablan, there has been no feedback on the appointment of new members and had requested that the Deputy Director take the lead.

C. 2nd Call Out on FY 2018 Grants – discussion was made early on.

VII. BUDGET REPORTS

A copy of financial reports was provided to the board for review, however due to Ms. Barcinas having to leave early, Ms. Balbas requested that any discussion be tabled.

A. CAHA FY 2017 Appropriation Accounts
B. CAHA FY 2018 Appropriation Accounts
C. CAHA Non-Appropriation / Revolving Accounts
D. FESTPAC Accounts

VIII. OTHER ANNOUNCEMENTS & DISCUSSIONS

Ms. Balbas reported that her and staff Ms. Taitague visited the Department of Corrections to view the display of artwork(s) created by their clients through the instruction of artist Mar-Vic Cagurangan who was contracted through the Underserved surplus grant funds in providing jewelry making workshops. The clients were proud of the work they did and hoped that CAHA would continue to provide various types of art workshops not only to showcase to their family but the possibility of making money. Maybe the Department of Corrections could establish a cottage industry so when the inmates come out, they eventually could produce items they could sale. Interim Chair requested if publicity could be done on this project such as viewing the products and having the artist elaborate on the project at which Ms. Balbas stated a press release would be prepared along with contact at the Department of Corrections.

Mr. Certeza stated that CAHA could possibly develop a program with the Department of Corrections to get artisans to be involved every year. Ms. Taitague stated however that not only the Department of Corrections but the Department of Youth Affairs. Mr. Certeza felt there's so much potential in developing the program through the grant cycle with the Department of Corrections specifically.

Interim Chair Guerrero stated that there is quite a possibility that CAHA could develop such program should there be surplus funds in the 2nd round of grants.

Ms. Balbas reported that the Underserved surplus funds of approximately $36,000 was used towards underserved programs/projects conducted by various artists and non-profit organizations. Mar-Vic Cagurangan conducted the program at the Department of Corrections. Taliea Strohmeyer of Color Guam reached out to various groups that dealt with young kids such as the Karinu Project, the manamko, etc. Interim Chair Guerrero once again expressed the publicity on these projects and Ms. Balbas stated that the publicity will be done once all underseved projects have been completed.

In addition, publicities should be included during the showcasing of Arts and Humanities Month for public awareness.

Ms. Taitague stated that Agana Shopping Center had begun its communication with CAHA in collaborating for the upcoming Arts and Humanities Month to be extravagant as it would be Agana Shopping Center's 50th Anniversary. Ms. Balbas then added to say that Agana Shopping Center expressed that they would like to begin promoting CAHA leading up to Arts & Humanities Month. Ms. Taitague will follow up with Deputy Director as Agana Shopping Center communicates directly with Ms. Bamba.

President Sablan announced that PBS is holding a "Holly Jolly" pledge drive on December 7, 2017 at PBS station from 7:00pm to midnight. In addition, obtain a public library card for free admission to the Guam Museum.

On another note, Interim Chair Guerrero questioned whether it was required for newly appointed board member Agat Vice Mayor Christopher Fejeran to attend the board ethics training. At which time, President Sablan stated that another board training would be scheduled as other board members in other divisions have yet to be recertified. Notice will be sent out to all board members who did not attend previous board training.

Next Board Meeting scheduled for January 2, 2018

IX. ADJOURNMENT

With no further discussion, Mr. Rabon moved to adjourn the meeting at 4:05pm. Motion seconded by Mr. Certeza.

UNANIMOUSLY APPROVED

Minutes prepared by:

Sherrie A.D. Barcinas
Administrative Officer, Guam CAHA
Div. of Dept. of Chamorro Affairs

Attested to be true and correct by:

Francis Guerrero
Interim Chair, Guam CAHA Board of Directors
Div. of Dept. of Chamorro Affairs

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
February 12, 2018 – 3:00 pm
A G E N D A

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF MINUTES January 12, 2018

III. PRESIDENT / DEPUTY DIRECTOR'S REPORT

IV. OLD BUSINESS

A. Percent for the Arts
   1. Update on Occupancy Permits for % for the Arts
   2. Update - % for the Arts Regulations & Guidelines Amendment - Triple "A" Process
   3. Update – Current Projects
      a. GCEF
      b. GRMC
      c. Guam Congress Building (Legislature)
      d. Ken Corporation
      e. Pending: GIAT (Airport), GCC, UOG, GHURA

V. NEW BUSINESS

A. FY 2018 2nd Round Grants Approval / Disapproval

VI. BUDGET REPORTS

A. CAHA FY 2018 Appropriation Accounts
B. CAHA Non-Appropriation / Revolving Accounts

VII. OTHER ANNOUNCEMENT & DISCUSSIONS

Next Board Meeting scheduled for March 6, 2018

VIII. ADJOURNMENT

FY 2018 APPROPRIATION ACCOUNTS

FY2018 CAHA Appropriation - As of: 02.12.2018 (Local / Federal Match Account)

General Fund	Total Appropriation	Expenditures	Outstanding Encumbrance	Available		Unalloted Montly Release		
Salaries	231820	78278.4		$ 19,801.60	+	$ 133,740.00	=	$ 153,541.60
Benefits	82977	28842.91		$ 6,263.09	+	$ 47,871.00	=	$ 54,134.09
In Direct Cost								
								$ 207,675.69
			Anticipated Salaries/Benefits Expense til end of fiscal year:					$ (202,470.00)
								$ 5,205.69
Operations								
Travel				$ 2,100.00	+		=	$ 2,100.00
Contractual	26650	6000	14726.4	$ 3,823.60	+		=	$ 3,823.60
Office Space Rental	80853	26950.8	53901.6	$ 0.60				$ 0.60
Supplies	2500	82.29	300	$ 867.71	+	$ 1,250.00	=	$ 2,117.71
Equipment					+		=	$ -
Sub Grants	160000		35500	$ 124,500.00	+		=	$ 124,500.00
Miscellaneous								$ -
Telephone	3200		277.39	$ 2,922.61	+		=	$ 2,922.61
	$ 588,000.00	$ 140,154.40	$ 104,705.39	$ 160,279.21		$ 182,861.00		**$ 140,670.21**
								-2,100.00 Travel
								-2,117.71 Supplies
								-124,500.00 Sub Grants
								-3,051.29 277.39x11mos Tel/DSL
								$ 8,901.21

FY2018 CAHA Appropriation - As of: 12.28..2017 (Local Overmatch Account)

General Fund	Total Appropriation	Expenditures	Outstanding Encumbrance	Available		Monthly Release		Reserve
Salaries	84458	33916		$ 10,095.00	+	$ 25,853.00		$ 14,594.00
Benefits	32606	11340.3		$ 4,961.70	+	$ 13,338.00		$ 2,966.00
	117064	45256.3		$ 15,056.70		$ 39,191.00		$ 17,560.00
				$ 71,807.70				
			Anticipated Salaries/Benefits Expense til end of fiscal year:	$ (91,664.00)				
				($19,856.30)				

NON-APPROPRIATED / REVOLVING ACCOUNTS

02.12.18

Revolving Fund Account		
Balance on Register as of 01.11.2018	$	12,725.67
2015 FESTPAC Workshops (GVB Sponsorship) - Balance on Weaving & Children's Books	$	(2,250.00)
2016 FESTPAC Workshops (GVB Sponsorship) - 25%	$	(2,104.12)
2017 Arts & Humanities Month	$	(3,778.96)
Actual Balance to Date	**$**	**4,592.59**

% for the Arts Account					**Remarks**
Previous reported balance as of 10.19.16	$	211,235.60	(+)	(-)	
Balance to Date:	**$**	**211,235.60**	Status Quo		

FESTPAC Account		
Balance to Date	**$**	**22.00**

2017 Arts & Humanities Month Sponsorships

(as of 01/03/18)

INCOME

Sponsors	Cash	In-Kind	Rec'd
Pacific Daily News	$ 500.00	$ 500.00	$ 500.00
Coast 360	$ 500.00		$ 500.00
Docomo Pacific	$ 500.00		$ 500.00
Matson Navigation	$ 250.00		$ 250.00
Guam Daily Post		$ 850.00	
IT & E	$ 500.00		$ 500.00
Alpha Insurers	$ 250.00		$ 250.00
Calvo's Enterprises	$ 500.00		$ 500.00
IP&E	$ 1,000.00		$ 1,000.00
Bank of Guam	$ 500.00		$ 500.00
DFS Guam	$ 1,000.00		$ 1,000.00
Total Cash/In-Kind	**$ 5,500.00**	**$ 1,350.00**	**$ 5,500.00**

EXPENSE

Food expense (Opening Reception)	$ 457.00
Honorariums	$ 555.00
Supplies	$ 132.30
Food expense (CAHA/ PREL "Kids Helping Kids" Workshop)	$ 491.94
Supplies (CAHA/ PREL "Kids Helping Kids" Workshop) *Angie	$ 44.80
Fuel Expense	$ 40.00
Total Expenses	**$ 1,721.04**
NET INCOME	**$ 3,778.96**

Gift Donations/Certificates & Food Donations

Arts & Humanities Month

Eka Florals (Simeon Palomo)		$ 250.00
Capricciosa: 3 - $15.00 gift certificates		$ 45.00
Nikko Hotel : 1 gift certificate - Brunch for 2		$ 70.00
KFC: 2 large pans Red Rice ($25) & 2 large pans chicken ($50)		$ 150.00
Bokka: 1 large pan Ham ($40) & 50 pcs Lumpia ($35)		$ 75.00
LSG: 1 sheet - Congratulatory A& H Cake		$ 75.00
Fisherman's Coop: 1 platter - Fish Keleguen		$ 50.00
Jamaican Grill: 1 pan BBQ Chicken Wings		$ 40.00
Chamorro Island BBQ: 1 large pan - Chop Chae		$ 35.00
Crown Bakery: 6 each Assorted desserts @ $8.00		$ 48.00
Pepsi Bottling Company: 6 cases of water @ $7.00		$ 42.00
Kracked Egg: 1 bowl Macaroni Salad		$ 35.00
Yeon Sook Park: 2 cases water @ $7 & 2 bags ice @ $2.50		$ 19.00
	Sub Total:	$ 934.00

CAHA/ PREL "Kids Helping Kids" Workshop

AutoSpot: Car rental from October 19-27, 2017 @ $95/day x 8 days; $15/day x 8 days (insurance); 5% service charge of $44		$ 924.00
Tan Holdings - $166.60 x 5 nights		$ 833.00
PayLess Markets: 2 - $25 gift certificates		$ 50.00
Mighty Purple: 5 - $10 gift certificates		$ 50.00
Chocolate House: 3 - $10 gift certificates		$ 30.00
McDonalds: 30 - gift certificates for fries, hamburger and		$ 30.00
Infusion Tea/ Archway Inc.: 40 pcs & 80 pcs @ $1.00 each		$ 120.00
Mosa's Restaurant: 1 small pan chicken wings, 1 small pan chicken		$ 150.00
Poki-Fry: 2 small pans of chicken strips @ $30		$ 60.00
Subway: 2 large trays cookies @ $22		$ 44.00
MainStreet Bakery: 1 tray assorted cookies		$ 50.00
Ambros, Inc.: 2 cases Aloha Maid Juices & 2 Aloha water @ $8.00/case		$ 32.00
Johnny Sablan: 1 large pot noodle soup and 60 sandwiches (tuna & egg)		$ 150.00
Francisco Lizama: 4 dozen donuts @ $8.00 - Crown Bakery		$ 32.00
Greg Pangelinan: 2 large pizzas @ $10		$ 20.00
Joseph Santos: 2 large boxes chips @ $15		$ 30.00
	Sub Total:	$ 2,605.00
	In-Kind Total:	**$ 4,889.00**

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
March 6, 2018 – 3:00 pm
A G E N D A

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF MINUTES January 12 & February 12, 2018

III. PRESIDENT / DEPUTY DIRECTOR'S REPORT

IV. OLD BUSINESS

A. Percent for the Arts
   1. Update on Occupancy Permits for % for the Arts
   2. Update - % for the Arts Regulations & Guidelines Amendment - Triple "A" Process
   3. Update – Current Projects
      a. GCEF
      b. GRMC
      c. Guam Congress Building (Legislature)
      d. Ken Corporation
      e. Pending: GIAT (Airport), GCC, UOG, GHURA

V. NEW BUSINESS

VI. BUDGET REPORTS

A. CAHA FY 2018 Appropriation Accounts
B. CAHA Non-Appropriation / Revolving Accounts

VII. OTHER ANNOUNCEMENT & DISCUSSIONS

Next Board Meeting scheduled for April 3, 2018

VIII. ADJOURNMENT

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
January 12, 2018

I. CALL TO ORDER

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:11pm by Interim Chairperson of the Board, Francis Guerrero. Board members present were Joseph Certeza, Francisco Rabon, Kristal Koga, and Agat Vice Mayor Christopher Fejeran. Absent were Francisco Lizama and Tes Reyes Burrier. Also present were President Johnny Sablan, Program Coordinators Jacqueline Balbas, Angie Taitague & Brea Bailey and Administrative Officer Sherrie Barcinas.

II. REVIEW AND APPROVAL OF MINUTES DATED December 5, 2017

Mr. Certeza moved to approve the minutes of December 5, 2017. Motion seconded by Vice Mayor Fejeran.

UNANIMOUSLY APPROVED

III. PRESIDENT / DEPUTY DIRECTOR'S REPORT

President Sablan reported on the Guam Museum as it relates to the % project. The fabricators are currently on board for the permanent exhibit and a timeline was provided on its completion. The tentative completion date would be between March 12-17, 2018. The infrastructure has begun with more containers coming in by the end of the month. The Department of Chamorro Affairs is glad to see that the permanent exhibit would finally be in place. Historian translators worked on translating English to Chamorro for artifacts and seven gallery areas.

In reference to TASI under the % for the Arts program, it was discussed in the planning that TASI would come in between February 10-15, 2018 for assembly of their huts in several areas and gallery 4 as contracted. The raw materials should then be fumigated a week before. At this time, Pestex came in with the lowest quote for fumigation.

President Sablan was contacted by Mr. Joe Guerrero on December 29, 2017 to request an extension on the completion of his project as his mother had just passed on. The extension was then granted and his work must also be ready by February 15, 2018 with fumigation to take place by the 10th of February which has yet to be relayed to Mr. Guerrero.

The Guam Museum is expected to have its ribbon cutting for the permanent exhibit on the last day of the Chamorro Month activities on March 31st or DCA's final event scheduled on April 6, 2018.

Deputy Director Bamba has not report at this time.

IV. OLD BUSINESS

Deputy Director Bamba reported that the following items remain status quo from its reporting at the last board meeting.

A. Percent for the Arts
1. **Update on Occupancy Permits for % for the Arts**
2. **Update - % for the Arts Regulations & Guidelines Amendment – Triple "A" Process**

3. **Update – Current Projects**
   a. **GCEF**
   b. **GRMC**
   c. **Guam Congress Building (Legislature)**
   d. **Ken Corporation** – Status quo as their still in the building phase of the project.
   e. **Pending: GIAA (Airport), GCC, UOG, DOE & GHURA**

B. FY 2018 2nd Round Grant Cycle Update

Deputy Director Bamba provided the board a listing of grant applications received for the 2nd round of Grant Cycle with the following to report on total amounts requested by discipline from 23 applicants:

Arts in Education – No applications
Media Arts – $40,470
Performing Arts - $19,480
Special Projects - $27,300
Traditional Arts - $33,000
Underserved - $10,000
Visual Arts - $44,500

TOTAL: $174,750

Of the 23 applications, 4 of them are fellowships.

CAHA Staff Taitague reported that there was a late grant submission by Duk Duk Goose. In addition, upon reviewing the application, project is ongoing and CAHA does not fund ongoing projects. This grant request would automatically be declined.

Deputy Director Bamba stated that there are some grantees who applied that did not attend the mandatory grant workshop. Mr. Certeza then added to say that the CAHA should remain firm on its protocol with regards to the mandatory grant workshop. Interim Chair Guerrero requested that staff ensure that the mandatory grant workshop is in fact stated in the guidelines for every fiscal year grant cycle.

Interim Chair Guerrero reported panel Chairs assigned for 2nd round of grant cycle:
Media Arts & Underserved – Francis Guerrero
Performing Arts – Frank Rabon
Special Projects & Visual Arts – Joey Certeza
Traditional Arts – Frank Lizama

All panel meetings must be completed by February 6, 2017.

Deputy Director Bamba requested that fund balances under the disciplines of Arts in Education and Underserved be set aside for in-house projects.

Mr. Certeza moved to approve the request on fund balances. Motion seconded by Mr. Rabon.

UNANIMOUSLY APPROVED

V. NEW BUSINESS

A. Findings on % for the Arts Process with GEDA

Mr. Certeza reported that he met with Matt Baza of GEDA who handles the QC applications and works under Ed Camacho who is the lead on the Qualifying Certificate. CAHA should focus on building relationship with GEDA and having meetings to provide GEDA the support in its awareness and information on how the 1% could be transferred to CAHA. In addition, to provide an educational material to GEDA on CAHA's point on view on the 1% and training for GEDA staff on the QC application forms with businesses as far as influencing and encouraging them on the 1%. At the present time, GEDA's SOP is only to provide s a copy of the law and the businesses do their own due diligence in following up with CAHA on their own. Mr. Certeza requested the next step in setting up a meeting with GEDA.

CAHA Staff Balbas stated that there is a pamphlet currently available on the 1% program.

President Sablan reported that Mr. Camacho had recently contacted him regarding a meeting with Ken Corporation to provide more information on the 1% and where Ken Corporation stands at this time which may take another year or two.

Mr. Certeza will take the lead on the 1% along with CAHA staff.

B. New board members

Deputy Director Bamba reported that she spoke to Mark Calvo and Legal Counsel on the suggested names that were submitted and the individuals are still being looked.

Interim Chair Guerrero expressed the concern that three of the current board members will soon expire in March 2018.

VI. BUDGET REPORTS

Deputy Director Bamba informed the board that the budget reports were made available for their information.

A. CAHA FY 2017 Appropriation Accounts
B. CAHA FY 2018 Appropriation Accounts
C. CAHA Non-Appropriation / Revolving Accounts

Report did not include a line item fund balance for 2017 Arts & Humanities Month.
1% Account – Interim Chair Guerrero questioned the use of the surplus % funds for programs. CAHA Staff Balbas stated that the current law allows only for 1) purchase of artworks or 2) grant process at which the board and staff are currently working on the amendment to the law that would go through the Triple A process.

D. FESTPAC Accounts

Financial reports have been tabled.
Mr. Rabon moved to table the approval of financial reports. Motion seconded by Mr. Fejeran.

UNANIMOUSLY APPROVED

VII. OTHER ANNOUNCEMENTS & DISCUSSIONS

Mr. Certeza questioned what would it take for CAHA to initiate FestPac 2020. President Sablan stated that in previous years, the Governor designates the authority to a department in initiating FestPac. It is best to continue this way as Guam is being represented through the Governor. Mr. Certeza felt that CAHA has the capacity in the make up of the delegation and as the department for arts and humanities CAHA should take the lead.

In conversation with SBDC of the University of Guam, Mr. Certeza would like to see CAHA create an incubator program similar to that of GUMA where artisans build their businesses but to also empower artisans to develop artistry on the island.

Deputy Director Bamba extended an invitation to the board on CAHA's opening exhibit reception for artist Jacqueline Sablan this evening at 5:30pm.

Next Board Meeting scheduled for February 12, 2018

VIII. ADJOURNMENT

With no further discussion, Mr. Rabon moved to adjourn the meeting at 4:05pm. Motion seconded by Mr. Certeza.

UNANIMOUSLY APPROVED

Minutes prepared by:

Sherrie A.D. Barcinas
Administrative Officer, Guam CAHA
Div. of Dept. of Chamorro Affairs

Attested to be true and correct by:

Francis Guerrero
Interim Chair, Guam CAHA Board of Directors
Div. of Dept. of Chamorro Affairs

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
February 12, 2018

I. CALL TO ORDER

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:30pm by Interim Chairperson of the Board, Francis Guerrero. Board members present were Joseph Certeza, Francisco Lizama and Tes Reyes Burrier. Absent were Francisco Rabon, Kristal Koga and Agat Vice Mayor Christopher Fejeran. Also present were President Johnny Sablan, Deputy Director Joyce Bamba, Program Coordinators Angie Taitague & Brea Bailey and Administrative Officer Sherrie Barcinas.

II. REVIEW AND APPROVAL OF MINUTES DATED January 12, 2018

Mr. Lizama moved to table minutes of January 12, 2018. Motion seconded by Ms. Burrier.

UNANIMOUSLY APPROVED

III. PRESIDENT / DEPUTY DIRECTOR'S REPORT

President Sablan report that for Mes Chamorro, February 23, 2018 is the Proclamation Signing to be held in front of the Guam Museum at 4:00pm. The mass will be held at Mongmong Church the following day, February 24, 2018. A master calendar on all events scheduled for Mes Chamorro will be made available. In celebration of Mes Chamorro, one of its highlight is the Challenge Bowl on history and culture which will be aired on TV and held at the Guam Museum Theatre with agencies competing against each other. The finale would be the Gupot Chamorro scheduled for April 6, 2018 beginning at 3pm to 8pm at the Chamorro Village Festival Huts featuring a concert on Chamorro singers. The Gupot Chamorro also includes the hut decorating contest by various agencies that will be displayed.

Deputy Director Bamba reported the upcoming Mes Chamorro Opening Exhibit Reception scheduled for March 9, 2018 from 6-9pm at the CAHA Gallery. CAHA will be exhibiting pre-war highlighting the Naval Government era. The exhibit is in conjunction with Guampedia and the Department of Parks and Recreation.

IV. OLD BUSINESS

A. Percent for the Arts

Reporting for the % for the Arts is CAHA Staff Taitague.

1. **Update on Occupancy Permits for % for the Arts** – Status Quo
2. **Update - % for the Arts Regulations & Guidelines Amendment – Triple "A" Process**
3. **Update – Current Projects**
   a. **GCEF** – At this time, the most important item to address is to obtain the artworks from TASI and Joe Guerrero for the Permanent Exhibit at the Guam Museum. CAHA is currently work with the artists to get fumigation done.
   b. **GRMC** – Status Quo
   c. **Guam Congress Building (Legislature)** – Status Quo
   d. **Ken Corporation** – Status quo
   e. **Pending: GIAA (Airport), GCC, UOG, DOE & GHURA** – Status Quo

Interim Chair Guerrero requested to focus on pending items most especially those past projects within educational facilities that still owes CAHA such as UOG & DOE before the law changed.

V. NEW BUSINESS

A. FY 2018 2nd Round Grants Approval / Disapproval

Interim Chair Guerrero reported that the funds available for the 2nd round of grants are as follows:

Arts in Education	$5,400
Underserved	$34,300
Other disciplines: special projects, visual arts, media arts, performing arts and folk arts	$40,800

UNDERSERVED - Reporting for underserved is Interim Chair Guerrero.

Application No. A18-014 – Kirsten Rosario – the panel struggled on this application as the project read to promote the teaching of sign language than an arts related project. There were parts however that were unique in which it would provide arts for the deaf. More than half of the scheduled events is tied to the arts. There deaf artisans involved in the seminars. The panel did not favor the full $10,000 and recommended $6,000 to cover the art pieces of the project. One of the conditions for the Deaf Expo and Cultural Day is to document with photos and/or video coverage to include the weaving, carving and some of the art works created.

FOLK ARTS - Reporting for Folk Arts is Francisco Lizama.

Ulitao – There is no Chamorro double haul that exists but a proa. Based on recent news, the canoe had already been made. CAHA Staff Taitague then stated that the applicant is requesting funding of $10,000 to fabricate two sails made of darkon fabric. Mr. Certeza reported that the project is titled "First Chamorro Double Haul Canoe" but the purpose is to fabricate the sails. Based on a conversation held with Ulitao during its canoe blessing, this is a trial and error. Interim Chair then stated that based on what has been provided, the funding request is mainly for the fabrication of the sails and that all other funding for the canoe, the teaching of the students and sailing the canoe is a big risk to CAHA as the canoe may not float. The liability is an issue for this project. Mr. Lizama and Mr. Certeza recommended no funding. Interim Chair Guerrero requested that the declination letter states the reasoning for the decline in which CAHA does not fund projects that places CAHA at risk and project has already been completed.

John Damian – Panel agreed not to give full funding of $10,000 as the deep see implements are not worth that much. Recommended amount is $5,000.

Phillip Sablan – The panel approved full funding of $10,000. The project is "Strip planked traditional designed sailing canoes". The canoes will be built from start to finish and sailed in the deep sea.

Raleigh Cruz – Mr. Cruz will be taught to sail by a Master Navigator. Panel recommended $3,000.

MEDIA ARTS - Reporting for Media Arts is Interim Chair Guerrero.

Richard Manglona – Is an established artist, however is artform was not that of music. He is known for his 2-dimensional sand art. He got into singing and writing songs. One of his purpose for the project is to promote the Chamorro language. However, the sample recordings provided seemed that of tunes that had already been previously recorded and lyrics were just being added. The video though would have exposure for Guam. The panel felt that should the applicant be awarded, one of its condition is that he is made aware that applicant cannot use anything previously copyrighted and must be of original tunes and lyrics. CAHA does not want to be liable for something approved that the applicant is being sued for. Panel recommended $3,000.

Jordan Hardy – The application came in late therefore cannot qualify for this round. Declination letter to state to apply for next round of grants and to attend mandatory grant workshop.

Robert Palomo – A question was brought up that applicant did not attend current grant workshop but did attend a previous workshop. This brought up a discussion in which the board review the guidelines as it does not state that the applicant is required to attend the current workshop in order to apply for a grant but rather would have had to attend one workshop. On this basis, Mr. Palomo's application was considered. The applicant lacked the use of the youth in its project. Panel recommended $8,000 max if applicant identifies youth group in its plan, how they'd be used and its exposure or declination to be determined by the board.

PBS Guam – Panel did not recommend funding. The project is to video the living masters. Applicant did not have the matching resources of 20% applicant cash as required for organizations. Panel was concerned that PBS is a division of the Department of Chamorro Affairs as with CAHA. It was questioned whether there was a conflict of interest or any sort in CAHA providing funding to a sister agency within Department of Chamorro Affairs. Interim Chair Guerrero requested staff to send a letter to the Attorney General's Office for clarification as other divisions within the Department of Chamorro Affairs such as the library may want to apply for art related projects. It needs to be known for certain if CAHA could even entertain this application.

Duk Duk Goose, Inc. – Panel did not recommend funding as project was already ongoing and was stated on grant application that it began in January 2018.

PERFORMING ARTS - Reporting on behalf of Panel Chair Frank Rabon is Deputy Director Bamba.

Margarita Dancel – Applicant requested for $10,000, however panel recommended $5,000. Ms. Dancel proposes to train students and bring talent to the next level in singing, dancing and acting which will benefit two groups in elementary, middle and high school students and adults. Project proposes to also include children of parents who are unable to afford studio lessons. The project provides a lot of community involvement. The strengths of the project include applicant has a degree in water dance and has years of performance and theatrical productions, applicant has support letters from partners, adequate budget and justification, involving children of all ages and the community towards project production, and has demonstrated and document prior productions. Weaknesses were applicant needs a written agreement on partnership with studios for training for leverage resource, agreement with performance presentation, collaborate more on in-kind contributions to be used towards matching.

Christelyn "CJ" Ochoco – Applicant requested $9,480, however panel recommended $4,800. The purpose of the project is to help build the growing community on theatre and to provide quality theatre to the public. The applicant's strengths are having a strong theatrical background supported by the University of Guam, shows strong partnership with aspiring personnel from UOG, adequate budget and justification, intends to involve theatrical enthusiasts, underserved, & community at large, support letters from UOG and personnel volunteers toward the project. Applicant's weakness is elaborating more on the in-kind contribution and leverage resources to show the true dollar value of the proposed project such as Ms. Ochoco's salary, volunteers and facilities to be used for performances.

SPECIAL PROJECTS - Reporting for Special Projects is Joey Certeza.

Inacha'igen Fino' CHamoru – Applicant is requesting $3,500 which will go towards the University of Guam's Chamorro Language Competition. Funds will go towards the awarding of medals to the students. If awarded, the panel recommended that medals are created by a

local artist or commission an artist to incorporate a CHamoru design into the medals which shall be more sentimental and momentous.

Peter J. Santos – The proposed project was geared towards underserved youths. The panel felt it was more befitting to underserved. The applicant is an established artist having taught folks in his woodworking shop but would like to teach a whole new group of kids targeting those with single parents. The main goal is for the kids to develop skills so they would be able to sustain themselves and utilize Mr. Santos workshop. Applicant requested $10,000, however panel is recommending $7,000. Based on what the project actually entails, the application was placed under underserved. If approved, the stipulation would be that the students art works will be featured during Arts and Humanities Month and a presentation at CAHA where the kids speak about the process. Mr. Lizama recommended that because safety is important, a waiver of liability must be signed by parents.

Alonika Riley – Panel recommended no funding. Applicant proposes to create a children's book with alphabets, however, a book had already been produced within a five a year span. In addition, applicant proposed to create designs to place on shirts which seemed to be more of a commercial venture.

University of Guam Nursing Alumni Association – Applicant is requesting $6,500 to produce a book on the first Chamorro Cohert of Nurses after the War who graduated in the School of Nursing and became first nurses certified by the state board on Guam. It was a class of 200 but only 17 of them graduated and became certified. The book will historically document and showcase the journeys of Guam's first aid nurses, celebrate the achievement of parenting Chamorro women in the 1960's, encourage community discussion within the University and nursing community and highlight the culture of nursing in the past. As a Literary document, the panel recommended $5,000.

VISUAL ARTS - Reporting on Visual Arts is Joey Certeza.

Velma Yamashita – Panel had reservations as applicant is the Director of Isla Center for the Arts at the University of Guam. Funding from the University of Guam Endowment Foundation was looked into, however, they do not fund project such as these. Interim Chair Guerrero then questioned how the 1% funds for the University of Guam is being utilized. Per the amended 1% law, the educational institutions now have jurisdiction over the funds received through the 1% program. Construction projects after the amendment should have been collected by the University of Guam for their art programs. With this, Mr. Certeza recommended that both Ms. Yamashita and Isla Center for the Arts not be funded.

Austin Domingo – Known muralist that recently completed the mural at GTA located by the Library. Applicant is requesting for $3,000 for a mural fellowship in hopes to evolve his art form. Applicant was advised to seek mentors such as Ron Castro in knowing how he made art his career and Mark Dell'Isola who does large scale paintings and always evolves his art form. Applicant will be doing a presentation of what he has achieve towards the end of grant cycle. Ms. Burrier recommended that the applicant create a 2 dimensional mural. Panel recommended $3,000 with stipulation that applicant provide presentations at CAHA.

Elizabeth Abuan – Previous applicant who was disapproved for the reason that applicant did not have any safety protocol in place for a glass work project at the senior citizens center. Applicant proposes the same project with Mayors support. However, the panel felt that given the fact that this grant cycle is very competitive and the level of fine arts, panel recommended no funding. Applicant is requested to reapply at the next grant cycle due to limited funding.

Neil Catangay – Applicant is requesting $10,000 for an exhibition series along with a master copy book of taotaomona. The panel had huge conflictions with the project as the displays in his samples were very gruesome as that of a horror film. The panel questioned why the spirits should be depicted in those forms as it would be out in the community and will alter the

perception on how our children view the taotaomona. If approved, applicant has agreed to seek advise from three cultural advisors, Lola Leon Guerrero from the University Press, Ann Hattori who is an historian and to include one more. In order to depict the taotaomonas, he will hold ten interviews within the community on their experience with the taotaomonas. This is to include two cultural practitioners, two grand parents who are Chamorros, educators, community leaders and friends. The panel recommended $9,000 as majority of the costs would go towards the production of the master copy book which would hold the stories on individuals experience with the taotaomonas.

Jeanie DeCandia – Applicant is requesting $4,000 to conduct an exhibition called Guam spirits which is not in relation to the taotaomona but rather the applicant travelling around the island, putting up a canvas and start painting what she sees and feels. The panel recommended that due to limited funding, applicant reapply at CAHA's next round of grants.

Baltazar Bell – Applicant proposes to work with Hurao and his main goal is the mural process. Panel recommended $3,000 as a fellowship applicant.

Interim Chair Guerrero recapped the panel recommendations to vote on approval for underserved grant applications.

Kristen Rosario - $6,000
Ms. Burrier moved to approve $6,000 for Kristen Rosario with the conditions set forth by the panel. Motion seconded by Mr. Certeza.

UNANIMOUSLY APPROVED

Peter J. Santos - $7,000
Mr. Certeza moved to approve $7,000 for Peter J. Santos with conditions set forth by the panel. Motion seconded by Mr. Lizama.

UNANIMOUSLY APPROVED

Total amount awarded for underserved is $13,000. Balance of $21,300 remains with CAHA for in-house projects/programs.

The total of $62,300 of panel recommendations, The total funds allotted for special projects, visual arts, media arts, performing arts and folk arts is $40,800. The current total of panel recommendations is $62,300 which is over by $21,500 of the amount allotted that needs to be cut. This amount does not take into consideration on whether the board would fund PBS Guam.

After some deliberation on reducing grant amounts to be awarded per discipline, the board finally came to a decision on the following:

Due to limited funding of $40,800, it was recommended that PBS reapply.

Folk Arts

John Damian - $5,000
Phillip Sablan - $9,500

Media Arts

Robert Palomo - $5,000

Performing Arts

Christelyn Ochoco - $4,800

Special Projects

Inacha'igen Fino' CHamoru - $3,500
UOG Alumni Nursing Association - $4,000

Visual Arts

Neill Catangay - $6,000
Baltazar Bell - $3,000

Underserved

Kirsten Rosario - $6,000
Peter J. Santos - $7,000

Mr. Certeza moved to approve the grants listed and their amounts for FY 2018 2nd round of grants. Motion seconded by Mr. Lizama.

UNANIMOUSLY APPROVED

Interim Chair Guerrero requested that the conditions be included in the award letters and the reasoning for declination letters.

VI. BUDGET REPORTS

Mr. Certeza moved to table budget reports to next board meeting. Motion seconded by Ms. Burrier.

UNANIMOUSLY APPROVED

A. CAHA FY 2018 Appropriation Accounts
B. CAHA Non-Appropriation / Revolving Accounts

VII. OTHER ANNOUNCEMENTS & DISCUSSIONS

Next Board Meeting scheduled for March 6, 2018

VIII. ADJOURNMENT

With no further discussion, Ms. Burrier moved to adjourn the meeting at 5:30pm. Motion seconded by Mr. Lizama.

UNANIMOUSLY APPROVED

Minutes prepared by:

Sherrie A.D. Barcinas
Administrative Officer, Guam CAHA
Div. of Dept. of Chamorro Affairs

Attested to be true and correct by:

Francis Guerrero
Interim Chair, Guam CAHA Board of Directors
Div. of Dept. of Chamorro Affairs

Guam Museum Percent for the Arts
Permanent Exhibit

Program/Area:	*Percent for the Arts - TASI*
Meeting Purpose:	*STATUS UPDATE TIMELINES OF COMPLETION DATE*
Meeting Date:	*02/28/2018*
Meeting Time:	*2:00 PM*
Meeting Location:	*Guam Museum*
Meeting Facilitator:	*Clifford Guzman*
Attendees:	*Ignacio (Nash) Camacho, Mark McArdle(DEPHI), Mark Umagat, Nicole Calvo and Angie Taitague, Frank Cruz Off-Island*
Minutes Issued By:	*Angie Taitague*

Discussion:

Clifford stated that the goal for the meeting is to discuss the what's and the when's and the Objects and Artifacts and whatever else TASI will be providing. Clifford Guzman ask Nash Camacho from TASI what can the Guam Museum expect from TASI and when can they start receiving items from TASI. Clifford Guzman asked Nash Camacho the list that was provided to the Guam Museum has there been any changes to that list. Nash Camacho from TASI indicated no there was nothing. Discussed was the graphics of the structure setup base on the graphic design setup provided by the Architect and the building structures. Clifford Guzman then asked Nash Camacho what is time schedule when the tools and supplies was to land on Guam. Nash Camacho from
TASI them replied in regards to Angie Taitague question on an email to him and Frank Cruz, regarding when can TASI start bring in Raw Materials to be fumigated and when can TASI start bring in the Materials not needed to be fumigated to the Guam Museum, as indicated by Nash Camacho he was able to get a schedule from Frank Cruz who is in Yap and will be flying in on Monday 3/5/2018 in the evening with the sails for the Canoe, that everything is to arrive next week (3/5-9) and Nash Camacho stated his work portion of construction will basically start next week as well. Clifford indicated that the over flow of materials from TASI will go into the Multipurpose room in the Guam Museum as a temporary staging area for the material and Objects, and items from TASI. Clifford Guzman asked regarding props around the structure not included in the contract. Nash Camacho stated the TASI will be providing those. Furthermore discussion was made in regards to lighting and other materials needed around the hut structure. Mark McArdle from DEPHI indicated that they just need the hut built then all other needed installation needed should not be a problem. Mark McArdle also indicated that Frank Cruz, meet with them 2 weeks ago to go over the hut structure dimensions sizes, which they were able to outline with blue

tape on the floor. Nash Camacho indicated he planned to come over on Thursday 3/1/2018 to the permanent exhibit worksite to go over the hut dimension. Clifford Guzman asked regarding the structure coming in what type of leafs are they pandan? Nash Camacho indicated that they are all woven coconut and they well be coming in pre-woven coming from Luta it's the real thing. Clifford Guzman then ask that once everything comes in will TASI then take the items directly to get it fumigated. Nash Camacho indicated that is the plan. Nicole Calvo then indicated that the turnaround time for fumigation is 24 hours. Clifford Guzman then asked how the items will then come from the Pest Control company to the Museum. Nicole Calvo stated that Guam Museum and CAHA will work together in transporting the fumigated materials over to the Museum. Nash Camacho stated he will then start the frame work of the structure as the material as being fumigated then once the fumigated items come over to the museum installation it will go fast. Angie Taitague then asked Nash Camacho when then can the non-fumigated object can be brought over to the Museum. Clifford Guzman stated that they need to start getting it in to the museum because it needs to be log into the museum system. Nash Camacho then indicated he will then contact the sub-contracted Artisan to start delivery the items.

Nash Camacho indicated that TASI goal of completion on TASI part will be March 17, 2018.

FY 2018 APPROPRIATION ACCOUNTS

FY2018 CAHA Appropriation - As of: 03.06.2018 (Local / Federal Match Account)

General Fund	Total Appropriation	Expenditures	Outstanding Encumbrance	Available		Unalloted Montly Release		
Salaries	231820	88367.2		$ 27,544.80	+	$ 115,908.00	=	$ 143,452.80
Benefits	82977	32421.21		$ 9,067.79	+	$ 41,488.00	=	$ 50,555.79
In Direct Cost								
								$ 194,008.59
			Anticipated Salaries/Benefits Expense til end of fiscal year:					$ (193,920.00)
								$ 88.59
Operations								
Travel		1962.82		$ 137.18	+		=	$ 137.18
Contractual	26650	6192	14534.4	$ 3,823.60	+		=	$ 3,823.60
Office Space Rental	80853	33688.5	47163.9	$ 0.60				$ 0.60
Supplies	2500	197.66	184.63	$ 867.71	+	$ 1,250.00	=	$ 2,117.71
Equipment					+		=	$ -
Sub Grants	160000	48750	30750	$ 80,500.00	+		=	$ 80,500.00
Miscellaneous								$ -
Telephone	3200		352.39	$ 2,847.61	+		=	$ 2,847.61
	$ 588,000.00	$ 211,579.39	$ 92,985.32	$ 124,789.29		$ 158,646.00		**$ 89,515.29**
								-2,117.71 Supplies
								-80,500.00 Sub Grants
								-1,170.07 106.37x11 DSL
								-2,706.22 246.02 x 11 Tel
								$ 3,021.29

FY2018 CAHA Appropriation - As of: 03.06.2018 (Local Overmatch Account)

General Fund	Total Appropriation	Expenditures	Outstanding Encumbrance	Available		Monthly Release	Reserve
Salaries	84458	37876.8		$ 14,136.20	+	$ 17,851.00	$ 14,594.00
Benefits	32606	12791.5		$ 6,474.50	+	$ 10,374.00	$ 2,966.00
	117064	50668.3		$ 20,610.70		$ 28,225.00	$ 17,560.00
				$ 66,395.70			
			Anticipated Salaries/Benefits Expense til end of fiscal year:	$ (86,592.00)			
				($20,196.30)			

NON-APPROPRIATED / REVOLVING ACCOUNTS

03.06.18

Revolving Fund Account		
Balance on Register as of 03.01.2018	$	14,599.74
2015 FESTPAC Workshops (GVB Sponsorship) - Balance on Weaving & Children's Books	$	(2,250.00)
2016 FESTPAC Workshops (GVB Sponsorship) - 25%	$	(2,104.12)
2017 Arts & Humanities Month	$	(3,778.96)
Actual Balance to Date	**$**	**6,466.66**

% for the Arts Account					**Remarks**
Previous reported balance as of 10.19.16	$	211,235.60	(+)	(-)	
Balance to Date:	**$**	**211,235.60**	Status Quo		

FESTPAC Account		
Balance to Date	**$**	**22.00**