



M&C Fwd: CAHA Board Meeting Requirements for November 2019

1 message

Speaker's Office <speaker@guamlegislature.org>  
To: Clerks Office <clerks@guamlegislature.org>  
Cc: Rennae Meno <rennae@guamlegislature.org>  
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

Mon, Nov 25, 2019 at 2:43 PM

11-25-19	10:57 AM	11-25-19 CAHA Board Meeting Requirements for November 2019.*	Guam Council on the Arts & Humanities Agency	35GL-19-1254
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*Sinseru yan Minagâhet,*

**Office of the Speaker • Tina Rose Muña Barnes**  
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature  
*I Mina'trentai Singko na Liheslaturan Guåhan*

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35GL-19-1254  
Speaker Tina Rose Muña Barnes

NOV 25 2019  
Time 10:51 AM  
Received By: Alan

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Gumai pribilehu yan konfendensia este siha na mensáhi. Solo espesialmente para hágu ma entensioha pat ma aturisa para unrisibi. Sen prohibidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespácha. Yanggen lachu rinisibu-mu nu este na mensáhi, put fabot ago' guaru gi 1 numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todú siha i kopian mensáhi. Si Yu'os ma'áse'.

----- Forwarded message -----  
From: Sherrie Barcinas <sherrie.barcinas@caha.guam.gov>  
Date: Mon, Nov 25, 2019 at 10:57 AM  
Subject: CAHA Board Meeting Requirements for November 2019  
To: <centralfiles@guam.gov>, <speaker@guamlegislature.org>

ATTN: Speaker and Legal Counsel Office

Pursuant to Public Law No. 31-233, attached is the agenda along with attachments which were disseminated at CAHA's Board Meeting held on November 5, 2019.

*Sherrie AD Barcinas*  
Administrative Officer

Guam Council on the Arts & Humanities Agency  
Tel: 671 300-1204-8 Fax: 671 300-1209

CAHA Board Meeting - 11.05.2019.pdf  
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**GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**  
**Regular Board Meeting**  
**November 5, 2019 – 3:00 pm**  
**Guam Public Library, Hågatña**  
**A G E N D A**

- I. CALL TO ORDER**
- II. REVIEW AND APPROVAL OF MINUTES October 15, 2019**
- III. EXECUTIVE DIRECTOR's REPORT**
- IV. OLD BUSINESS**
  - A. Percent for the Arts**
    - 1. Update on Building Permits for % for the Arts**
    - 2. Update - % for the Arts Regulations & Guidelines Amendment - Triple "A" Process**
    - 3. Update – Current Projects**
      - a. GCEF – TASI**
      - b. GRMC**
      - c. Guam Congress Building (Legislature)**
      - d. TNN Corporation**
      - e. Pending: GIAT (Airport), GCC, UOG, GHURA**
  - B. Masters Program and Policy**
  - C. FestPac 2020**
  - D. Sub-Committee updates on Gallery and Art Bank Program & Artists' Membership Program**
- V. NEW BUSINESS**
- VI. BUDGET REPORTS**
  - A. FY 2019 / 2020 Appropriation Accounts**
  - B. CAHA Non-Appropriation / Revolving Accounts**
- VII. OTHER ANNOUNCEMENT & DISCUSSIONS**
  - A. Next Board Meeting December 3, 2019**
- VIII. ADJOURNMENT**

**GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**  
**Regular Board Meeting**  
**October 15, 2019**

**I. CALL TO ORDER**

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:15pm by Chairperson of the Board, Francis Guerrero. Board members present were Vice Chair Joseph Certeza, Francisco Rabon, Francisco Lizama, Dr. Judy Flores and Donna Kloppenburg. Also present were Acting Director Jacqueline Balbas, Program Coordinator Angie Taitague and Administrative Officer Sherrie Barcinas.

**II. REVIEW AND APPROVAL OF MINUTES DATED August 15, 2019 & September 24, 2019**

Vice Chair Certeza motion to approve the minutes of August 15, 2019 and September 24, 2019. Motion seconded by Mr. Lizama.

**UNANIMOUSLY APPROVED**

**III. EXECUTIVE DIRECTOR'S REPORT**

Acting Director Balbas reported on the visit in August from folks of the East West Center of Hawaii. Mr. Manny Crisostomo, a Pulitzer Prize Winner, will be having an exhibit in the East West Center from May 31 to September 13, 2020 in Hawaii. The exhibit will feature photographs that were taken on Guam during FestPac 2016. The exhibition will also coincide with FestPac 2020 in Honolulu, Hawaii. Mr. Michael Schuster, curator and Eric Chang, Arts Coordinator of East West Center were on Guam to discuss having FestPac gifts from 2016 displayed as part of Manny's Exhibit to enhance the exhibit and add to the story. In addition, to discuss opportunities to collaborate more with CAHA in providing training for staff available and to expand programming to Guam and the Pacific Region by highlighting it at the East West Center. CAHA Staff facilitated the viewing of FestPac gifts and is currently working the listing of gifts to be exhibited at the East West Center next year.

CAHA also had a visit from Ruth McDougall and Ruha Fifita from the Queensland Art Gallery of Modern Art in Brisbane. They met with CAHA and DCA representatives and contemporary artists to learn more about the CHamoru culture and work towards a project for the next Asia Pacific Triannual Opening in Brisbane in November 2021.

These are opportunities for CAHA to learn more and build relationships in the Pacific.

CAHA had a press conference on October 7, 2019 at the Guam Museum announcing the FestPac Programming Chairs. They are:

Literary Arts Chair – Dr. Michael Bevacqua  
Performing Arts Chair – Eileen Meno, Master of Chamorro Dance  
Demonstrations and Exhibitions Chair – Dr. Judy Flores  
Special Activities and Events Chair – Maria Barcinas

Also announced was the availability of delegate applications on the CAHA website, at the CAHA Office or requested via email to CAHA with a deadline of submission with all supporting materials is 4:00pm Thursday, October 31, 2019 directly to the CAHA Office or via email.

A meeting for Percent for the Arts is scheduled with Senator Marsh's Chief of Staff on October 22, 2019 at 10:00am at CAHA regarding the rules and regulations to the public law. Chairperson Guerrero recommended that he and Vice Chair Certeza attend the meeting.

CAHA Arts & Humanities Celebration is still ongoing with an Arts & Crafts Fair scheduled for the weekend at the Guam Premier Outlet from 11:00am to 4:00pm and on Sunday, October 20, 2019 performances at the Center Court at the Agana Shopping Center and being featured will be the Guam Department of Education Storytelling. CAHA has been having a variety of cultural and contemporary performances at the Agana Shopping Center. The CAHA exhibit remains open at the Agana Shopping Center daily from 10:00am to 5:00pm up until October 29, 2019.

On October 16, 2019 at 10:00am a swearing in will be held at the Governor's Cabinet Conference Room for three (3) new board members. They are: Max Ronquillo, Jr., Vince Reyes and Patricia Krise.

The Lieutenant Governor of Guam Joshua Tenorio was in Washington DC a few weeks ago and was able to schedule a meeting with the National Endowment for the Arts Chair Ms. Maryann Carter and top staff from the National Assembly of State Arts Agencies. And a result of the visit, NEA and NASAA will be on Guam in February 2020. Chairman Guerrero requested that CAHA prepare for the visit and provide information on what CAHA has done in the past five years with strongest points most especially how the funding was used that had big successes. These may be utilized for justification of their purpose.

#### **IV. OLD BUSINESS**

Reporting on the following is CAHA Staff Taitague

##### **A. Percent for the Arts**

###### **1. Update on Building Permits for % for the Arts**

A report was received for the month of September 2019 noting mostly utilities with none applicable for the percent for the arts.

###### **2. Update - % for the Arts Regulations & Guidelines Amendment – Triple “A” Process**

Reported by Acting Director Balbas under Executive Director's Report.

###### **3. Update – Current Projects – Status Quo**

###### **a. GCEF – TASI**

Acting Director stated that GEDA is currently working on the Request for Proposal to correct the mistakes made with the TASI's work. This would be the resolution in completing the project with the remaining balance. Chairman Guerrero stated that although GEDA and DCA must see to it that the project is completed, CAHA is still involved as the monies come from the Percent for the Arts and is a matter of pushing the issue so CAHA could close the books.

###### **b. GRMC**

###### **c. Guam Congress Building (Legislature)**

Working with new Executive Director Anna Marie Won Pat and letter that was addressed to previous Executive Director, Carlos Branch will be resent to Ms. Won Pat to resolve the issue on the funding balance as the former Director had a different interpretation of the law. In addition, to clarify whether the Legislature is purchasing artwork on their own and not through the selection process. Chairman Guerrero requested that CAHA seek the assistance of the interpretation by Senator Marsh staff, Roland Villaverde at which Acting Director Balbas and CAHA Staff Taitague stated they've been in communication and is one of the reasons why the law is being strengthen.

###### **d. TNN Corporation**

There has been discussions and is working on developing the arrangement as not all the artworks will be purchased right away but a plan throughout the years to include the outside grounds.

Mr. Rabon stated the possibility of including regional performances and not just a visual aspect. Acting Director Balbas stated that the inclusion of such performances has been considered.

**e. Pending: GIAA (Airport), GCC, UOG, DOE & GHURA**

**B. Masters Program and Policy**

Mr. Rabon will be working with Acting Director Balbas on the next steps in presenting the amendments to the legislature so the law could be amended and solidified. The two proposed amendments are that 1) if a discipline has a recognized master that the master should be the one nominating future masters under that discipline and 2) if the discipline does not have a recognized master then the 20 year evaluation falls into play which has already been established in terms of how to determine the master for that discipline. CAHA should not allow for nominations in disciplines that have a recognized master and the duties of a recognized master is to apprentice others.

Chairman Guerrero stated that procedurally it shall be submitted to Senator Marsh's Office as the oversight Chair via a formal letter and at its soonest.

**C. FestPac 2020**

Vice Chair Certeza questioned whether CAHA is still waiting on the letter from the Governor regarding CAHA being the lead agency. Acting Director Balbas stated that CAHA has yet to receive the letter but it is the intent of Senator Marsh's Office to introduce a law for CAHA to be the lead agency.

Also in question was whether CAHA could be the direct point of contact at which Acting Director Balbas stated that it was brought up to Senator Marsh at a previous FestPac meeting to avoid any miscommunication.

In addition, the FestPac funding as the Governor's Office plans to utilize the GRMC recent payments under the percent for the arts to fund FestPac. Acting Director Balbas stated that Senator Marsh's will be introducing a law to utilize percent funds only up to \$400,000 for FestPac alone and if there's a balance to be returned to CAHA. Chairman Guerrero stated that the board was strongly opinionated in timeline and amount and it was the board's consensus that the average should not exceed the amount of the last three FestPac's excluding 2016 and not to introduce a bill stating up to a certain amount. Therefore CAHA needs to be proactive. Acting Director Balbas stated that a letter will be prepared and Chairman Guerrero will sign as well.

**D. Sub-Committee updates on Gallery and Art Bank Program & Artists' Membership Program**

Vice Chair Certeza reported that the Gallery and Art Bank program remains status quo. As far as artists' membership, Vice Chair Certeza and Ms. Castro are evaluating to refresh the artist directory in coordinating with CAHA staff and web designer to reorganize and restructuring the directory. In addition, to include an artist on-line store for artisans to sell their works via CAHA website as well applying a membership fee. The monies collected would be used for workshops to improve the skills of the artisans or provide professional development which is one way to give back to the artisans also possibly the production of a media package. In addition, to have an artist's gathering to gauge how they feel about artist's membership.

Chairman Guerrero recommended directing CAHA artists to GUMA to take advantage of what the Small Business Development Center has to offer.

**E. Ratification of FY 2020 Grants**

E-Votes were unanimously approved. Official ratifications were made on the following grants:

Dawn Reyes - \$3,000

Rosanna Barcinas - \$8,500

Myracle Mugol - \$5,000

GUMA - \$10,000

Vice Chair Certeza motion to ratify the e-votes. Motion seconded by Mr. Rabon.

**UNANIMOUSLY APPROVED**

Recap on FY2020 Grants:

Underserved - \$33,200; surplus of \$14,100

Arts in Education – no applicants; surplus of \$10,200

All other disciplines - \$91,360; surplus of \$11,140

**TOTAL SURPLUS: \$35,440**

Funds to be utilized in expanding programs within CAHA and to be expended before September 30, 2020.

Vice Chair Certeza requested board members to meet with CAHA staff in creating projects/programs.

**V. NEW BUSINESS**

Vice Chair Certeza reported that he was able to represent CAHA at the National Assembly of State Arts Agencies conference on September 17-21, 2019 in Rhode Island. It consisted of building leadership amongst board members and executive directors focusing on mindful leadership allowing to step back and focus and strategize on the best way moving forward. Another workshop was on how to conduct panel sessions and how most art councils face is bias' and trying to create a balance mindset going into discussions. The biggest key before going into discussions was to establish ground rules in being respectful through the process. An educational package was provided to CAHA and hope to provide an educational workshop for the board members and to influence organizations to appoint or hire panel members.

The biggest outcome was having to sit with the Director and all the National Arts Agencies and foundations that attended the conference in a special meeting conducted for the territories. The discussion was on how to create a regional arts office within the pacific region for the territories which serves the Northern Marianas, American Samoa and Guam. The National Endowment for the Arts is very supportive and foundations would like to work together in developing a regional organization in the Pacific. The regional organization connects in creating programs which allows cultural exchange and opens up airfare travels.

Attendees were given opportunities to be connected to a lot of the regional arts organizations to connect our artists. For instance, the possibility of seeing Inetnon Gef Pa'go going to the John F. Kennedy Theatre to do a presentation before they head to Europe which is one of NASAA's goal to bring Guam in. NASAA's main goal for the next five years is diversity and equity. This provides us an opportunity to be at the forefront. The California Arts Agency is looking into the Pacific for artisans to fund and to promote in their art galleries which is becoming nationwide focus.

Guam has an opportunity for its high school students to be represented at the Poetry Out Loud next year in April. Emails have been sent out to Poetry Out Loud coordinators and have been instructed to follow the website in conducting the contest and its guidelines and they want to be able to assist. Poetry Out Loud is a national competition on poetry usually held at the George Washington University but is transitioning to the John F. Kennedy Art Center.

As an outcome, was able to develop great relationships with a lot of the Arts Councils and are interested in building the indigenous collaboration and cultural exchange. A travel report will be submitted to CAHA.

The next NASAA conference is expected to be in October 2020 in Puerto Rico for about five (5) days.

With regards to traditional arts in artist directory, Vice Chair Certeza express the possibility of rephrasing it to heritage arts. The intention is that arts that is being produced with the intention of telling the story of the land which is an influenced by Fijian and other art councils.

Mr. Rabon however felt that heritage arts should be defined and our local practitioners to be informed that it will no longer be indigenous but heritage arts otherwise the practitioners would continue to consider the artform indigenous or traditional which cause some confusion. The western impact will consider the art traditional as its oral information handed down from generations to generations however, the western philosophy may be something from the grass roots and therefore must be some consistency.

## **VI. BUDGET REPORTS**

Reporting on the following is CAHA Staff Barcinas.

### **A. CAHA FY 2019/2020 Appropriation Accounts**

Although FY 2019 close out is September 30, 2019. CAHA's account has been extended until December 31, 2019 by its federal grantor, the National Endowment for Arts in order for subrecipients to fulfill their grant projects as requested and for other programs/projects funds that were encumbered to be expended.

Funds for FY 2020 have already been loaded with three (3) accounts established under the federal match account, local overmatch account and the newly established account for FestPac specifically for travel. There has been no expenditures to date however some of the funds have already been encumbered for contractual services. In addition, the bid specifications for office/gallery space is being drawn up and market research is being sought at several locations.

Chairman Guerrero recommended the possibility of realtors seeking areas based on space requirement for office/gallery. Vice Chair Certeza requested to send specifications to the board to assist CAHA.

### **B. CAHA Non-Appropriation / Revolving Accounts**

Revolving Fund Account, % for the Arts & FestPac accounts remain status quo.

Chairman Guerrero had concerns on securing airfare and shipping at which CAHA Staff Barcinas stated that an airfare quote has already been provided by United Airlines and is awaiting on other quotations on charter flight and other possible flights through a travel agency. In addition, the FestPac Committee is looking into sponsorship by Matson for shipping of items to Hawaii for FestPac.

## **VII. OTHER ANNOUNCEMENTS & DISCUSSIONS**

Acting Director Balbas reminded the board of Dr. Judy Flores' opening exhibit on October 17, 2019 at 6:00pm at the Guam Museum which is one CAHA's FY 2020 grant project.

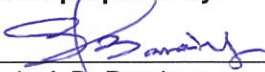
**Next Board Meeting scheduled for November 5, 2019**

**VIII. ADJOURNMENT**

With no further discussion, Ms. Kloppenburg moved to adjourn the meeting at 4:43pm. Motion seconded by Vice Chair Certeza.

**UNANIMOUSLY APPROVED**

**Minutes prepared by:**



\_\_\_\_\_  
Sherrie A.D. Barcinas  
Administrative Officer, Guam CAHA

Date: 11.5.19

**Attested to be true and correct by:**



\_\_\_\_\_  
Francis Guerrero  
Chairperson, Guam CAHA Board of Directors

Date: 11/5/19



**Report to the Guam Council on the Arts and Humanities  
Board Meeting November 5, 2019**

Monica Guzman, Board Member, National Assembly of State Arts Agencies

- 1) NASAA General Assembly-Providence Rhode Island
- 2) Territories Meeting with Regional Arts Organizations (RAO) and NEA
  - a) Task Force committee members to be identified to discuss options for creating Territories Regional Organization
  - b) Representative from all territories will be included (Guam-Acting Director/NASAA member)
  - c) Representative from all regional organizations will be included
  - d) Anticipate first meeting after November
  - e) RAO's receive funding from NEA
- 3) Meeting of NEA with Lt Governor Joshua Tenorio
  - a) Briefing paper provided to Lt. Governor
  - b) Chairman Mary Ann Carter and key staff in attendance
- 4) Visit to Guam by National Endowments for the Art Chair, Mary Ann Carter
  - a) Anticipated date: February 2020
  - b) First time for NEA Chair to visit Guam
  - c) Inclusion of NMI
  - d) Will work with CAHA and Office of the Governor to coordinate
  - e) No details on length of trip or dates given
- 5) Next meeting of NASAA Board is April 2020 immediately following Poetry Out Loud Finals
- 6) Asked to serve on NASAA Development Committee
- 7) National Assembly in San Juan Puerto Rico, October 19-23, 2020

# FY 2020 APPROPRIATION ACCOUNTS

## FY2020 CAHA Appropriation - As of: 11.05.2019 (Local / Federal Match Account)

<u>General Fund</u>	<u>Total</u>		<u>Outstanding</u>		<u>Unallotted</u>	
	<u>Appropriation</u>	<u>Expenditures</u>	<u>Encumbrance</u>	<u>Available</u>	<u>Monthly Release</u>	
Salaries	209819			\$ 40,350.00	+	\$ 169,469.00 = \$ 209,819.00
Benefits	85289			\$ 16,402.00	+	\$ 68,887.00 = \$ 85,289.00
In Direct Cost						
						\$ 295,108.00
						Anticipated Salaries/Benefits Expense til end of fiscal year: \$ (194,923.56)
						\$ 100,184.44
<b><u>Operations</u></b>						
Travel	0				+	= \$ -
Contractual	43740		24182.68	\$ 19,557.32	+	= \$ 19,557.32
						-Post Advertisement, PDN, Post Subscription, Website Service, Xerox, Network, etc.
Office Space Rental	80852			\$ 80,852.00		\$ 80,852.00
Supplies	5000		900	\$ 350.00	+	\$ 3,750.00 = \$ 4,100.00
						-Benson
						-ERC
						-Home Center
Equipment					+	= \$ -
Sub Grants	160000			\$ 160,000.00	+	= \$ 160,000.00
Miscellaneous						\$ -
Telephone	4900		443	\$ 4,457.00	+	= \$ 4,457.00
						\$ 589,600.00 \$ - \$ 25,525.68 \$ 321,968.32 \$ 242,106.00 \$ 369,150.76

## FY2020 CAHA Appropriation - As of: 11.05.2019 (Federal 100% Account - FestPac)

<u>General Fund</u>	<u>Total</u>		<u>Outstanding</u>		<u>Monthly Release</u>	
	<u>Appropriation</u>	<u>Expenditures</u>	<u>Encumbrance</u>	<u>Available</u>		
Travel	10000			\$ 10,000.00		= \$ 10,000.00
						\$ 10,000.00 \$ - \$ - \$ 10,000.00 \$ - \$ 10,000.00

## FY2020 CAHA Appropriation - As of: 11.05.2019 (Local Overmatch Account)

<u>General Fund</u>	<u>Total</u>		<u>Outstanding</u>		<u>Monthly Release</u>	
	<u>Appropriation</u>	<u>Expenditures</u>	<u>Encumbrance</u>	<u>Available</u>		
Salaries	64350			\$ 12,375.00	\$ 51,975.00	= \$ 64,350.00
Benefits	22099			\$ 4,250.00	\$ 17,849.00	= \$ 22,099.00
						\$ 86,449.00
						Anticipated Salaries/Benefits Expense til end of fiscal year: -\$ 84,065.80
						\$ 2,383.20
Contractual	7598			\$ 7,598.00	+	\$ - = \$ 7,598.00
						\$ 94,047.00 \$ - \$ - \$ 24,223.00 \$ 69,824.00 \$ 9,981.20

**NON-APPROPRIATED / REVOLVING ACCOUNTS**

11.05.2019

**Revolving Fund Account**

Balance on Register as of 10.30.2019	\$	5,700.88		
2017 Arts & Humanities Month	\$	(2,658.37)		
2018 Arts & Humanities Month	\$	(301.00)		
Actual Balance to Date	\$	<b>2,741.51</b>		

**% for the Arts Account**

Previous reported balance as of 07.16.2019	\$	712,886.00	(+)	(-)
			\$	-
<b>Balance to Date:</b>	\$	<b>712,886.00</b>		

**Remarks** \_\_\_\_\_

**FESTPAC Account**

Balance as of 10.30.2019	\$	<b>25.10</b>		
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