



Guam Legislature Clerks <clerks@guamlegislature.org>

M&C Fwd: CAHA Board Meeting Requirements for March 2020

1 message

Speaker's Office <speaker@guamlegislature.org>
 To: Clerks Office <clerks@guamlegislature.org>
 Cc: Rennae Meno <rennae@guamlegislature.org>

05-28-20	1:50 PM	05-28-20	Board Meeting Packet for meeting held on March 3, 2020.*	Guam Council on the Arts & Humanities Agency
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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 Guahan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
 T: (671) 477-2520/1
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Guñai pribilehu yan konfedensia este siha na mensâhi. Solo espesiatmente para hâgu ma entsionâ pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespâtcha. Yang mensâhi , put fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todû siha I kopian mensâhi. Si Yu'os ma'âse'.

----- Forwarded message -----

From: **Sherrie Barcinas** <sherrie.barcinas@caha.guam.gov>
 Date: Thu, May 28, 2020 at 1:50 PM
 Subject: CAHA Board Meeting Requirements for March 2020
 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 March 3, 2020.

Sherrie AD Barcinas

Administrative Officer

Guam Council on the Arts & Humanities Agency

Tel: 671 300-1204-8 Fax: 671 300-1209



CAHA Board Mtg 03.03.2020.pdf
 5112K

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
March 3, 2020 – 3:00 pm
Guam Public Library, Hågatña
A G E N D A

- I. CALL TO ORDER**
- II. REVIEW AND APPROVAL OF MINUTES February 4, 2020**
- 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 – Ratification of Memorandum of Agreement**
 - e. Pending: GIAT (Airport), GCC, UOG, GHURA**
 - B. Masters Program and Policy**
 - C. FestPac 2020 – Approval of Expenditures**
 - 1. United Airlines**
 - 2. Official T-shirt and fabric**
 - 3. Miscellaneous Expenses - \$1,500 Threshold**
 - 4. Needs of Artists**
 - D. Sub-Committee updates on Gallery and Art Bank Program & Artists’ Membership Program**
- V. NEW BUSINESS**
 - A. Bank Accounts - Resolutions**
 - B. Board Appointment of Director**
- VI. BUDGET REPORTS**
 - A. 2020 Appropriation Accounts**
 - B. CAHA Non-Appropriation / Revolving Accounts**
- VII. OTHER ANNOUNCEMENT & DISCUSSIONS**
 - A. Next Board Meeting April 7, 2020**
- VIII. ADJOURNMENT**

LEGAL MEMORANDUM

20-0229

Date: February 19, 2020

To: Jacqueline Balbas, Acting Executive Director, Guam
Council on the Arts & Humanities Agency

From: Legal Counsel Haig T. Huynh 

cc: Governor Lourdes A. Leon Guerrero,
Lt. Governor Joshua F. Tenorio

Re: **Fundraising Activities to Support and Defray Expenses
of the 13th Festival of Pacific Arts and Culture**



**PRIVILEGED & CONFIDENTIAL
ATTORNEY – CLIENT COMMUNICATION**

Buenas yan Håfa Adai,

Pursuant to the direction of the Lieutenant Governor and because of the need for an expedient response, we are providing you with an opinion. Please rely on any formal opinion from the office of the Attorney General if any part of our response is in conflict to their advice.

You have asked whether the Council on the Arts and Humanities Agency (“CAHA”) may conduct fundraising activities to support and defray expenses of the 13th Festival of Pacific Arts and Culture (“FestPac”).

The recent enactment of Public Law 35-60 codified CAHA's designation as the lead agency in planning for FestPac. CAHA's enabling law provides that it may "accept gifts, contributions, and bequest of funds or artifacts and property" in furtherance of its mandate. 5 GCA § 85102(g); see also 5 GCA § 85104(a) (providing the governing board with the power to apply for and accept gifts). This mandate would include all activities related to and essential to FestPac. 5 GCA § 85102(m). Funds specifically raised for projects such as FestPac must be deposited into a separate account under CAHA's revolving fund. 5 GCA § 85109.

Absent any law or executive order¹, CAHA's Board must also act to establish a committee that enables persons who are not Board members to make decisions as it relates to FestPac activities. 5 GCA § 85104(c) (the governing board may appoint panels, committees, and commissions in furtherance of its duties). This would include decisions not only related to fundraising, but also to other activities such as choosing members of the FestPac delegation and determining its budget and authorizing expenditures. It is also our opinion that such actions are all subject to Chapter 8 of Title 5 Guam Code Annotated, Guam's Open Government law. Finally, because P.L. 35-60 has determined a funding source of \$350,000 for airfare expenses for Guam's delegates to FestPac, it may

¹ Previous FestPac committees and task forces were created by Executive Order or through legislation.

LEGAL MEMORANDUM

20-0229

be subject to section 85112.1 of Chapter 85, Title 5, Guam Code Annotated. This requires that the Director give adequate public notice as to the availability of funds for travel awards including application submission periods².

In conclusion, CAHA may fundraise to further its mandate as the lead agency for FestPac. However, it may only do so, as with all other FestPac related activities, through board action. The Board should officially establish the 13th FestPac Guam Planning Committee and review all of its actions if it so desires. The Board should then ratify those previous actions.

Si Yu'us ma'ase.

² This provision was added by PL 31-132 which dealt solely with the creation of and the administration of the Off-Island Educational and Cultural Enhancement Fund. Even so, Section 85112.1 is not vague in its requirement that all awards for travel be subject to its requirements.

13th Festival of Pacific Arts Task Force Working Budget - as of February 12, 2020

Based on travel dates beginning June 9 - 22, 2020

EXPENSES		IN-KIND		INCOME		
No.	Description	Amount	No.	Description	Amount	
1.	Travel - Airfare 105 pax @ \$1,361.25/pax	\$ 142,931.25	1.	Insurance 105 pax x \$10	\$ 1,050.00	
2.	Lodging/Meals Accommodations \$326/day x 13 days x 4 CAHA Staff	\$ 16,952.00	2.	Delegation Gifts	\$ 1,000.00	
3.	Transportation 2 vans x \$250 x 13 days	\$ 6,500.00	3.	Shipping Costs - 20' container And related costs (customs, trucking, etc.)	\$ 20,000.00	
4.	Uniforms Fabric Design & Purchase Official T-Shirts Performing Group w/ accessories	\$ 10,000.00 \$ 5,000.00 \$ 10,000.00	4.	Technical Production Videography / Photography -1 vignette, up to 3 minutes -live stream video of showcase (can be replayed) -showcase performances in Hawaii -1 commercial for showcase	\$ 17,000.00	
5.	Host Country Requirements i.e. flags	\$ 1,000.00				
6.	Culinary Demonstrations	\$ 1,000.00				
7.	Banners for disciplines and genres	\$ 6,000.00				
8.	Miscellaneous Contingency Emergency Fund	\$ 15,000.00				
TOTAL:		\$ 214,383.25	TOTAL:		\$ 38,000.00	
				TOTAL:		\$ 48,000.00

Legislative Funding \$ 350,000.00
Expenses \$ 214,383.25
\$ 135,616.75

In-Kind \$ 38,000.00

Savings from \$350,000 \$ 135,616.75
Anticipated Income/Fundraisers \$ 48,000.00
Income to Date: \$ 1,700.00
\$ 185,316.75

FestPac 2020 Fundraising

**March 6, 2020
4:00 – 6:00 pm**

Coin Drive (Hagatna, ITC, Micronesia Mall Intersections)

March 20, 2020

Breezin Band @ Guam Plaza Hotel (\$10 admission)

**April 17, 2020
4:00 – 6:00 pm**

Coin Drive (Hagatna, ITC, Micronesia Mall Intersections)

May 9, 2020

***General Showcase / Raffle Sales (13 tix @ \$10.00 = \$130)**

May 17, 2020

VIP Showcase / Silent Auction

Open Date

***Auto Car Wash (25 tix @ \$10.00 = \$250/2 = \$125)**

Ticket sales: March 9, 2020 – May 22, 2020

Tickets Expire: June 30, 2020

First Collection Date: 12:00 noon, Friday, April 3, 2020

Second Collection Date: 12:00 noon, Friday, May 1, 2020

FINAL Collection Date: 12:00 noon, Friday, May 29, 2020

Open Date

***T-Shirts (General Sales)**

***Activity in which each delegate is required to sell**

Delegate goal - \$500 (\$125 profit sales per activity)



United Sales Sales Invoice
 United Airlines and Atkins Kroll Inc.
 Date: February 28, 2020

Invoice # 2282020

Air Fare	Traveler Amount	Air Fare Travel						Total
\$1,351.25	100	Guam Fest Pac Delegation						\$135,125.00
\$1,351.25	4	CAHA Staff						\$5,405.00
							Depsit PAID	(\$21,000.00)
							Total Amount Due	\$119,530

Agreed by:

L Aflague

Loriegene Aflague Guam City Ticket Office Manager

NOTES REGARDING BOARD RESPONSIBILITIES, FISCAL POLICIES, & CONTROLS

5 GCA CH. 22 (GENERAL FISCAL POLICIES AND CONTROLS)

§22302. Definitions.

As used in this Article:

(a) Agency means all offices, departments, boards, commissions, councils, committees, public corporations, or other entities of the Executive Branch, offices of the Judicial Branch and offices of the Legislative Branch of the government of Guam.

§ 22108. Revolving Funds. (for CAHA, ref. E.O. No. 84-3)

(a) The Governor may, when he deems it necessary and proper, create, establish and continue from appropriated funds or service fees, revolving or other special funds to be used in providing services and in maintaining such activities of the government of Guam as the purchase and sale of seed by the Department of Agriculture and the purchase of books by the Department of Education.

(b) Such revolving or other special funds, if and when created and established, shall be maintained separate and apart from any other funds of the government of Guam, and independent records and accounts shall be maintained in connection therewith as prescribed by the Director of Administration.

(c) All moneys received from said activities shall be deposited in the appropriate revolving or other special funds, and all debts, liabilities, obligations and operating expenses in connection with such activities shall be paid therefrom. (ref. CAHA Treasury Agent, appointed by CAHA Director to collect funds.)

(d) The Director of the Department or such other officer who has cognizance and jurisdiction over such revolving or other special funds established as provided herein, shall monthly render to the Governor a statement reflecting the financial condition of the fund or funds under his jurisdiction.

(e) The Director of Administration shall periodically audit the accounts and records of such revolving or other special funds and render a report thereon to the Governor.

§22818. Waiver of Immunity. (*in reference to loan grants approved by the board*)

Notwithstanding any substantive or procedural provision of Chapter 6, Title 5, Guam Code Annotated (Government Claims Act), the government of Guam hereby waives immunity from any suit or action in contract on the Loans, but **does not** waive sovereign immunity as to the personal liability of elected or appointed officials and employees of the government of Guam.

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5 GCA CH. 21 (INVESTMENTS AND DEPOSITS)

§21101. Available Investment Money: Determination.

The Director of Administration shall at such times as he deems necessary determine, in accordance with the provisions of this Chapter, whether any portion of the money in the General Fund of the Treasury of Guam is **not necessary for the immediate use** of the government of Guam, and the amount thereof.

§21102. Designation of Available Money.

The Governor of Guam may, from time to time, designate as available investment money those accounts which the Director of Administration shall determine are not necessary for immediate use.

NOTES REGARDING BOARD RESPONSIBILITIES, FISCAL POLICIES, & CONTROLS

§ 21103. Method of Determining Money.

Any money in the General Fund or Special Funds of the Treasury of Guam in excess of 120% of the average monthly disbursements made from the General Fund for the 12-month period immediately preceding may be declared available investment money. Money not in excess of the above percentage shall be deemed necessary for immediate use and may not be declared available investment money.

§ 21104. Investment of Available Money.

The Director of Administration, with the written approval of the Governor, may invest such available investment money, as defined in this Chapter, in United States bonds, United States interest-bearing notes, or other United States obligations, and to the extent to which such **shares or investment certificates are insured by the Federal Savings and Loan Insurance Corporation**, in shares or investment certificates of any savings and loan association organized under the laws of Guam which is an insured institution as defined in Title IV of the National Housing Act and which has been approved by the Director of Administration.

§21112. Banks Eligible to Receive Deposits.

As used in this Chapter, eligible bank shall mean any bank organized and operating under the National Banking Laws as a national bank and approved by the Director of Administration; any bank or territorial bank organized under the laws of any state or territory of the United States authorized and licensed to conduct the business of banking in Guam and approved by the Director of Administration; and any savings and loan association organized under the laws of Guam which is an insured institution as defined in Title IV of the National Housing Act and which has been approved by the Director of Administration.

§21114. Security of Deposits.

Deposits or investment certificates insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation do not require further security. To be eligible to receive or retain other active or inactive deposits, an eligible bank shall place with, or to the accounts of, the government of Guam, as security for such deposits, securities of a type herein below specified, and approved by the Director of Administration, in an amount in value at least ten percent in excess of the amount of monies deposited with the bank:

- (a) Treasury notes or bonds of the United States, or those for which the faith and credit of the United States are pledged for the payment of principal and in interest;
- (b) Any evidence of indebtedness of the government of Guam;
- (c) Investment certificates of the Federal Home Loan Bank;
- (d) Such other securities as may be hereafter approved by the Director of Administration and the Governor of Guam.

§ 21115. Officials Not Responsible for Deposited Money.

The Director of Administration, the Treasurer of Guam, or any other official of the government of Guam, shall not be responsible for any money deposited in any bank pursuant to this Chapter, and while it remains so deposited.

NOTES REGARDING BOARD RESPONSIBILITIES, FISCAL POLICIES, & CONTROLS

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5 GCA CH. 85 (COUNCIL ON THE ARTS AND HUMANITIES)

§85101. Legislative Findings.

Citizens of Guam lack the opportunity to view, enjoy or participate in living theatrical performances, musical concerts, operas, dance and ballet materials, art exhibits, examples of fine architecture and the performing and fine arts. The Territory desires to **foster the opportunity for participation in arts and humanities programs** designed to benefit citizens of all ages and from every community. It is the policy of the Government of Guam to stimulate the economic growth of the Territory through cultural activities. Therefore, it is in the best interest of the Territory to provide **more opportunities for professional training and practice of the arts and humanities**. Further, it is the policy of the Territory to join with the arts and humanities to insure that their role in the life of the community will grow and play a more significant part in the welfare and educational experience of the citizens. Coordinating and encouraging schools, organizations and individuals in their several artistic and cultural activities is in the best interest of the territory of Guam. Finally, the Territory desires to make prompt application for federal funds in support of the arts and humanities and hereby establishes an agency for application and expenditure of those funds.

§85103. Governing Board.

(a) Board. The Council shall be governed by a governing board as hereafter constituted and provided. [Term limit of four (4) years, without interruption P.L. 16-122, is not contained in the GCA.]

§85104. Powers. (abbreviated)

The governing board shall have those powers necessary to carry out the duties imposed on it by this Chapter, including, but not limited to, the power: (some of the ref. code, below has been abbreviated)

(a) prepare & submit an annual budget; apply for and accept for the arts & humanities grants; apply for, receive and disburse funds from the National Endowment for the Arts and Humanities; to apply for and to accept and expend any gifts, donations or bequests for all or any of the purposes of this Chapter; to accept and expend such funds as may be appropriated.

(b) To hire personnel and consultants for the staff of the Council; to formulate policies, to adopt such reasonable by-laws, rules, regulations, operating guidelines and procedures consistent with the purposes and process of this Chapter and with law, and to effectuate the provisions of the Chapter; to hold hearings, enter into contracts, make and sign agreements and perform any acts which may be necessary, desirable or proper to carry out the purposes of this Chapter.

(c) To appoint committees, panels and commissions in furtherance of its duties; to request from any department, division, board, bureau, commission, council or other agency of the Territory such reasonable assistance and data as will enable it to properly carry out its powers and duties under this Chapter; to advise, to coordinate, to consult with and enter into agreements and arrangements with foundations, charitable and community institutions, business, private individuals, local, state and federal departments and agencies on means by which to coordinate, assist and effectuate the powers and duties under this Chapter; to establish grant application criteria and procedure and to award prizes and direct grants to individuals and organizations in accordance with the criteria and procedure established.

(d) To act as advisor to the Governor concerning the arts and humanities.

NOTES REGARDING BOARD RESPONSIBILITIES, FISCAL POLICIES, & CONTROLS

§85106. Censorship.

In carrying out their duties and powers under this Chapter, neither the Council nor its staff shall by action directly or indirectly interfere with or infringe on the freedom of artistic expression, nor shall they take any action or make any recommendations that might be interpreted to be a form of censorship.

§85109. Funding.

The Governor shall establish a revolving fund for the Council on the Arts and Humanities. The Council may then deposit in the revolving fund income generated from gallery commissions, season tickets and other fund-raising activities to be used to further art projects. Individual accounts may be opened under the revolving fund for specific projects.

§85112. Fund's Custodian and Certifying Officer.

CAHA shall serve as the Fund's custodian and shall be responsible for setting up the eligibility requirements governing usage of the Fund. CAHA's director shall manage the Fund and CAHA's certifying officer shall be the Fund's certifying officer. (Director can authorize expenditure of "petty cash".)

§ 85113. Expenditures.

Expenditures from the Fund shall be **limited to fifty percent (50%)** of the total cost for off-island travel for the eligible applicant, group or organization, with the exception of CAHA's annual cultural tour, which shall be funded by special appropriation. CAHA shall set Thirty Thousand Dollars (\$30,000) as the ceiling for all requests.

(c) Any person or representative of a group or organization who willfully misuses a grant received under this Act, shall be guilty of a petty misdemeanor and be subject to a fine not to exceed Five Hundred Dollars (\$500).

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5 GCA CH. 87 (DEPARTMENT OF CHAMORRO AFFAIRS)

§87118. Indemnification.

The Corporation shall indemnify any Trustee, Administrator, officer, staff person, or former Trustee, Administrator, officer or staff person who may have served at its request as a Trustee, Administrator or officer of the Corporation, in whole or in part, in connection in the defense of any action, suit, proceedings, civil or criminal, in which the person is made a party by reason of affiliation, with the Corporation, *except* in relation to matters as to which the person is adjudged in the action, suit or proceeding to be liable for negligence or criminal misconduct in the performance of duty to the Corporation; and, to make other indemnification that is authorized by the Articles of Incorporation, Bylaws **or resolutions adopted** after notice by Trustees entitled to vote.

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**5 GCA GOVERNMENT OPERATIONS
CH 3 DEPARTMENTS OF THE GOVERNMENT**

CROSS-REFERENCES: See 17 GCA § 31110 (enacted by P.L. 17-17:2, amended by P.L. 18-12) for method of appointment of the President and change of name from Provost to President.

§ 3117. Department of Youth Affairs.

There is within the Executive Branch of the government of Guam a Department of Youth Affairs. The head of the department shall be the Director who shall be appointed by the Council on Youth Affairs with the approval of the Governor and with the advice and consent of the Legislature.

SOURCE: GC § 5120 added by P.L. 14-110:2.

§ 3118. Department of Military Affairs.

(See 10 GCA § 63100 for the creation of the Department of Military Affairs.)

§ 3119. Council on the Arts and Humanities.

There is within the Executive Branch of the government of Guam the Guam Council on the Arts and Humanities. The chief administrative officer of the Council shall be the Director who shall be appointed by the governing board with the approval of the Governor and with the advice and consent of the Legislature.

SOURCE: GC § 5123 added by P.L. 16-122:2.

§ 3120. Agency for Human Resources Development.

[Repealed.]

SOURCE: GC § 44100 added by P.L. 17-081:1 (Dec. 18, 1984). Repealed by P.L. 33-061:3 (Aug. 24, 2015).

2015 NOTE: Pursuant to 22 GCA §§ 1301 and 1302 (as added by P.L. 33-061:4 (Aug. 24, 2015), the Agency for Human Resources Development is now known as the Division of Workforce Development and Training within the Department of Labor. See 22 GCA, Div. 1, Ch. 1, Art. 3.

§ 3121. Guam Behavioral Health and Wellness Center.

(See 10 GCA § 85103, added by P.L. 17-021:2, for the creation of the Guam Behavioral Health and Wellness Center.)

2013 NOTE: Pursuant to P.L. 32-024:2 (May 6, 2013), which renamed the Department of Mental Health and Substance Abuse (DMHSA) to the Guam Behavioral Health and Wellness Center, all references to DMHSA were altered to the Guam Behavioral Health and Wellness Center.



LOURDES A. LEON GUERRERO
MAGA'HAGA • GOVERNOR

JOSHUA F. TENORIO
SIGUNDO MAGA'LÁHI • LIEUTENANT GOVERNOR

February 17, 2020

GOVERNING BOARD

Guam Council on the Arts & Humanities Agency
243 Martyr Street, 3rd Floor
Angela Flores Building
Hagåtña, Guam 96910

**GUAM
CAHA
RECEIVED**
2/18/2020 - 144pm
Det

RE: NOMINATION TO THE POSITION OF DIRECTOR

Dear Board Members:

Håfa Adai. I am writing to inform you that I am nominating Ms. Jillette Torre Leon Guerrero for the Position of Director for the Guam Council on the Arts & Humanities Agency ("CAHA").

Pursuant to my authority under the Organic Act of Guam and Title 5, Guam Code Annotated, Chapter 85, I respectfully request your favorable consideration of my nominee.

I am confident Ms. Leon Guerrero possesses all that is necessary to assist CAHA in increasing efficiencies in carrying out its statutory duties.

For your review and consideration, I have attached Ms. Leon Guerrero's resume. Dangkulu Na Si Yu'os Ma'åse for your support in this matter.

Senseremente,

LOURDES A. LEON GUERRERO

Maga'hagan Guåhan
Governor of Guam

Enclosure(s): Resume

Jillette Torre Leon Guerrero

PRESIDENT, GUAMOLGY INC., 2009-PRESENT

Founder of Guamology Inc. a business dedicated to providing the community with information and resources about Guam, her history and people. The business has a publishing division and has published the following books: *The Useful Plants of Guam* by William Edwin Safford, *Guam ABCs* and *Guam 123* by Carlene Okiyama and Ric Castro, *Afterthoughts* by Lois Scruggs, *Seeing Guam Through Our Eyes* by Jillette Leon Guerrero, *Enchanting Tales of Guam* by Tina Pablo and *Estorian Inalahan* by Judy Flores, *Face Familiar* by Carina Fejerang and the award winning book, *A Year on the Island of Guam 1899-1900*. This book won the gold medal for 2018 nonfiction book of the year [Australia/New Zealand region] at the Independent Publisher Book Awards [IPPY] in New York. The most recent publication is a periodical entitled, *The Guam Genealogist*, that offers tips, tools and resources for those interested in the genealogy and or family history of the Mariana Islands. Guamology's products can be found online at GuamologyInc.com and Guampedia.com as well as at island bookstores, the Guam Museum, Payless Supermarkets and a variety of smaller establishments. Guamology also offers research services. Current contracts include preliminary genealogical research for the Rojas and Atoigue families of California.

FREELANCE WRITER AND RESEARCHER, 1990-PRESENT

Freelance writer for various publications and video productions. Current projects include genealogical research for the Atoigue family in California and a memoir of Justo Torre Leon Guerrero's WWII experience. Ongoing work includes genealogical research for the Leon Guerrero and Torre families and the Hispanic origins of families residing in Hagåtña prior to 1898. Past work includes a monthly series on Guam history for Guahan magazine. Articles and interests can be viewed at www.guamhistorybuff.com contracts for the National Park Service which included the research, development and implementation of exhibit components for the War in the Pacific National Historical Park's Visitor Center. Also provided contractual work for Ancestry.com on the roots of the Angoco family (California) and genealogical research for a local attorney regarding land inheritance.

CONSULTANT FOR ORGANIZATIONAL DEVELOPMENT, 2003 -PRESENT

Assist community groups and nonprofit organizations to build support for their cause through workshops utilizing techniques from the Fundraising School, Center for Philanthropy, Indiana University/Purdue University at Indianapolis. Completed coursework in Fund Raising Management. Previously contracted with Guam Council on the Arts and Humanities and the Guam Humanities Council Guampedia project. Duties include grant writing, fund development, collaborating with potential audiences of Guampedia to ensure final product is user friendly, networking with community, local government, and federal stakeholders to ensure transparency and ongoing communication regarding the development of the Online Encyclopedia.

EXECUTIVE DIRECTOR, GUAM HUMANITIES COUNCIL, 1999-JULY 2005

Responsible for day-to-day operations of a nonprofit organization dedicated to promoting the humanities in the Guam community. Responsibilities included overseeing federal grant program, supervising personnel, federal reporting to the National Endowment for the Humanities, overseeing production of marketing materials, carrying out fund-raising activities, grant-writing, and organizing council projects. Duties also included maintaining cooperative relationships with local, regional and national arts and humanities organizations. During my tenure the Council income increased from a negative balance to an annual budget of over a half a million dollars. Prior to my tenure, the Council's programming had been curtailed. The Council was able to restore community programming and establish five anchor programs and numerous special projects and fundraisers under my leadership. The Motherhead/Fatheread Literacy Program and Guampedia, an online encyclopedia, were two of several programs established under my leadership. Within two months of my hire, fiscal credibility was restored and the Council

received a clean bill of health from federal funding agencies and independent auditors. Annual audits revealed no findings under my leadership.

CHIEF EXECUTIVE OFFICER, AMERICAN RED CROSS (ARC) GUAM CHAPTER, 1997-1998

Responsible for the day-to-day operations of the Guam American Red Cross Chapter. Was instrumental in carrying out the Chapter's typhoon Paka relief efforts. Worked along side national ARC staff to provide relief services to victims of typhoon Paka; organized assistance to families of victims and survivors of Korean Airlines flight 808 during the anniversary memorial service. Oversaw reorganization of Guam Chapter including implementation of a new staffing structure, upgrade of office technology and accounting program. Was responsible for carrying out nationally mandated integration of ARC stations on air force and navy bases with the Guam chapter.

EXECUTIVE DIRECTOR, CONSORTIUM FOR PACIFIC ARTS AND CULTURES, HONOLULU, HAWAII, 1997

Responsible for day-to-day operations of a nonprofit organization dedicated to promoting the arts in the Pacific Region. Responsibilities included overseeing re-grant program, supervising personnel, federal reporting to the National Endowment for the Arts, overseeing production of art exhibits, marketing materials, carrying out fund-raising activities, grant-writing, and organizing council projects. Duties also included maintaining cooperative relationships with local, regional and national arts and humanities organizations.

EXECUTIVE DIRECTOR, GUAM HUMANITIES COUNCIL, 1993-1996

Responsible for day-to-day operations of a nonprofit organization dedicated to promoting the humanities in the Guam community. Responsibilities included overseeing grant program, supervising personnel, federal reporting to the National Endowment for the Humanities, overseeing production of marketing materials, carrying out fund-raising activities, grant-writing, and organizing council projects. Duties also included maintaining cooperative relationships with local, regional and national arts and humanities organizations. Was responsible for forging relationships with the corporate community. Directly responsible for securing corporate sponsorship from such organizations as the Bank of Guam, Bank of Hawaii, IT&E, Sprint, Guam Hilton Hotel, Mobil Oil, Northwest Airlines and Continental Airlines.

PRESIDENT, WORLD CONNEXIONS, 1991-2000

Responsible for planning and organization of local, regional and international meetings, conferences and trade shows. Meetings included the largest conference hosted on Guam to date: The 7th International Coral Reef Symposium which brought 660 participants from 44 nations to Guam. Responsibilities included overseeing corporate solicitation, marketing, logistics, facility and accommodation arrangements, on-site registration and side tours to Micronesian Islands.

COMMUNICATIONS CONSULTANT, UNITED NATIONS DEVELOPMENT PROGRAMME, 1990-1992

UNIFEM SUVA, FIJI

Responsible for communications component of the UNDP\UNIFEM Pacific Mainstreaming Project. The major objective of the project was to accelerate national development through the promotion of greater participation of women in the development process. Project countries included: Papua New Guinea, Cook Islands, Marshall Islands, Tuvalu. Duties included assessment of communications programs as well as planning and implementation of training workshops in all four countries. In conjunction with project trainer, was also responsible for production of training handbook, training modules and other publicity\education materials (print, audio-visual and broadcast mediums)

COMMUNICATIONS OFFICER, SOUTH PACIFIC COMMISSION, NOUMEA, NEW CALEDONIA, 1988-1990

Established and directed communications program for the SPC Pacific Women's Resource Bureau. Responsible for all aspects of communications for women's programs. Duties included production of quarterly newsletter, conference organizing, development of resource material for women including: Directory of skilled Pacific Women, Directory of Funding Organizations for Pacific Women, A video documentary of the Fourth Regional Pacific

Women's Conference. Duties also included screening proposals for communications related projects and writing grants for regional and sub-regional projects.

SPECIAL PROJECTS

ORGANIZED:

- Mardi Gras Celebrations for the Guam Women's Club that supports the University of Guam Scholarship program
- Numerous annual and special fund-raising events for the Guam Humanities Council;
 - Renaissance music workshops and fund-raising banquet (raised over \$30,000 for GHC);
 - Renaissance faire and fund-raising banquet that featured living history presentation (raised \$20,000 for GHC);
 - A series of public forums (8 events) entirely funded by corporate community (\$20,000);
- Pacific Islands Educational Leadership Summit (regional)
- 7th International Coral Reef Symposium (International - 600 people from 44 countries);
- Pacific History Association Conference (regional);
- Fourth Regional Pacific Women's Conference in Suva, Fiji (regional);
- South Pacific Conference's Pacific Women's Handicraft Exhibit (regional)

VIDEO PRODUCTIONS AND PUBLICATIONS:

- A Year on the Island of Guam – 2018 IPPY Gold Medal Winner for Australia/New Zealand region
- Across the Water in time – a genealogical journey [TV Special]
- Guam Through Our Eyes: Stories celebrating a Sense of Place
- Produced one-minute trailer for potential feature film on Runner who ran across Japan;
- Produced and wrote documentary of Fourth Regional Pacific Women's Conference;
- Co-produced and wrote a 45-minute television special: Guam Paradise Island;
- Wrote a series of newspaper article about Micronesian island culture and life;
- Compiled and edited a directory of skilled Pacific Island Women for the South Pacific Commission
- Compiled and edited a directory of funding agencies for Pacific Island Women

EDUCATION

MASTER IN SCIENCE DEGREE CANDIDATE 2018

GENEALOGY, PALEOGRAPHY AND HERALDRY, UNIVERSITY OF STRATHCLYDE, GLASGOW, SCOTLAND

CERTIFICATE IN GENEALOGICAL RESEARCH, 2012

GENEALOGICAL RESEARCH CERTIFICATE PROGRAM, BOSTON UNIVERSITY

COURSEWORK TOWARD CERTIFICATION IN FUNDRAISING MANAGEMENT, 2003

Fundraising School, Center for Philanthropy

University of Indiana/University of Purdue at Indianapolis (IUPUI)

MASTER'S DEGREE IN HUMAN RELATIONS, 1992

University of Oklahoma

BACHELOR'S DEGREE IN ANTHROPOLOGY, 1981

University of Guam, Minor in Micronesian Area Studies, Graduated Magna Cum Laude

CIVIC\PROFESSIONAL ORGANIZATIONS

BOARD OF REGENTS, UNIVERSITY OF GUAM, 2012-PRESENT

VICE-CHAIR OF BOARD AND CHAIR OF ACADEMIC, PROMOTION AND TENURE COMMITTEE

GOVERNING BOARD OF THE UNIVERSITY OF GUAM. THE BOARD HAS GENERAL SUPERVISION OVER THE UNIVERSITY AND SETS THE POLICIES GOVERNING THE DUTIES, CONDITIONS OF EMPLOYMENT, COMPENSATION, AND SALARY OF ALL UNIVERSITY EMPLOYEES. THE BOARD ALSO HIRES THE PRESIDENT OF THE UNIVERSITY AND SUBMITS AN ANNUAL BUDGET TO THE LEGISLATURE.

RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM (RCUOG), 2017-PRESENT

BOARD MEMBER

THE RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM (RCUOG) WAS ESTABLISHED IN FEBRUARY 2014 BY PUBLIC LAW 32-114 TO CREATE AN EFFICIENT MANAGERIAL ENVIRONMENT TO COMPETE FOR AND MANAGE GRANTS. THE RCUOG IS GOVERNED BY A TEN MEMBER BOARD OF DIRECTORS.

GUAM WOMEN'S CLUB, 2001- PRESENT

HISTORIAN, PAST PRESIDENT, PAST VICE-PRESIDENT, PAST TREASURER

GWC is the oldest women's organization on the island known for its fundraising capability. During my tenure as President significant changes were made to the operations of the club. We raised a record amount of money and contributed over \$55,000.00 to a record number of nonprofit groups (26).

NATIONAL SOCIETY OF THE DAUGHTERS OF THE AMERICAN REVOLUTION (NSDAR), OCTOBER 2012 – PRESENT

MARIANA ISLANDS CHAPTER

CHARTER MEMBER, REGISTRAR

Non-profit, women's organization for the descendants of individuals who aided in achieving American independence.

Engaged in historic preservation, genealogy, education and patriotism. As one of the most inclusive genealogical societies in the country, DAR boasts 170,000 members in 3,000 chapters across the United States and internationally. Any woman 18 years or older-regardless of race, religion, or ethnic background-who can prove lineal descent from a patriot of the American Revolution, is eligible for membership. The Guam Chapter was chartered in April of 2012.

American History Association, Member

National Trust for Historic Preservation, Member

National Genealogical Society, Member

Pennington Research Association, Member

Association of Professional Genealogists, Member

AWARDS\RECOGNITION

- Guam Chapter American Red Cross Commendation for Exceptional Leadership 1998
- 28th Guam Legislature Resolution commendation for Years of service and accomplishment as Executive Director of the Guam Humanities Council, 2005
- Governor of Guam's **Guahan Award** for years of contributions to Guam community, 2005 [Honorable Felix Camacho]
- Marquis Who's Who in America, 2007-present
- Marquis Who's Who in the World, 2008 - present
- Award for recognition of significant contributions to Guampedia, Guam Humanities Council 2008
- Independent Publishers Book Awards, Gold medal for the Best Nonfiction for the Australia/New Zealand region for the book, "A Year on the Island of Guam." 2018
- Albert Nelson Marquis Lifetime Achievement Award for career longevity and demonstrated unwavering excellence in their field. 2018

FY 2020 APPROPRIATION ACCOUNTS

FY2020 CAHA Appropriation - As of: 03.03.2020 (Local / Federal Match Account)

General Fund	Total		Outstanding		Unalloted	
	Appropriation	Expenditures	Encumbrance	Available	Monthly Release	
Salaries	209819	56461.68		\$ 48,448.32	+ \$ 104,909.00	= \$ 153,357.32
Benefits	85289	19634.09		\$ 23,011.91	+ \$ 42,643.00	= \$ 65,654.91
In Direct Cost						
						\$ 219,012.23
						Anticipated Salaries/Benefits Expense til end of fiscal year (FTE & Recruitment)
						\$ (229,606.07)
						\$ (10,593.84)
Operations						
Travel	0				+	= \$ -
Contractual	43740	9072.15	18110.53	\$ 16,557.32	+	= \$ 16,557.32
-Post Advertisement, PDN, Post Subscription, Website Service, Xerox, Network, etc.						
Office Space Rental	80852		72840	\$ 8,012.00		= \$ 8,012.00
Supplies	5000	1197.33	817.4	\$ 485.27	+ \$ 2,500.00	= \$ 2,985.27
-Benson						
-ERC						
-Home Center						
Equipment					+	= \$ -
Sub Grants	160000	72270	48090	\$ 39,640.00	+	= \$ 39,640.00
Miscellaneous						\$ -
Telephone	4900	1061.48	791	\$ 3,047.52	+	= \$ 3,047.52
	\$ 589,600.00	\$ 159,696.73	\$ 140,648.93	\$ 139,202.34	\$ 150,052.00	\$ 59,648.27
						AIE \$ (10,200.00)
						Underserved \$ (14,100.00)
						Others \$ (11,140.00)
						Supplies \$ (2,985.27)
						Tel. (\$183) DSL (\$82.37) x 8 mos \$ (2,122.96)
						\$ 19,100.04

FY2020 CAHA Appropriation - As of: 02.04.2020 (Federal 100% Account - FestPac)

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

FY2020 CAHA Appropriation - As of: 02.04.2020 (Local Overmatch Account)

General Fund	Total		Outstanding		Monthly Release	
	Appropriation	Expenditures	Encumbrance	Available		
Salaries	64350	24504.48		\$ 7,670.52	\$ 32,175.00	= \$ 39,845.52
Benefits	22099	8592.84		\$ 2,457.16	\$ 11,049.00	= \$ 13,506.16
						\$ 53,351.68
						Anticipated Salaries/Benefits Expense til end of fiscal year: -\$ 53,143.68
						\$ 208.00
Contractual	7598			\$ 7,598.00	+ \$ -	= \$ 7,598.00
	\$ 94,047.00	\$ 33,097.32	\$ -	\$ 17,725.68	\$ 43,224.00	\$ 7,806.00

NON-APPROPRIATED / REVOLVING ACCOUNTS

03.03.2020

Remarks

Revolving Fund Account

Balance on Register as of 02.03.2020 \$ 3,892.88 (+) (-)

Balance to date: \$ 3,892.88

% for the Arts Account

Balance on Register as of 02.06.2020 \$ 712,886.25

Balance to date: \$ 712,886.25 \$ -

FESTPAC Account

Balance as of 10.30.2019 \$ 25.10
 \$ 500.00
 \$ 1,200.00

Balance to date: \$ 1,725.10

Senator Kelly Marsh
 Guam Orchid and Exotics Club