

**Association of Government Accountants  
Guam Chapter  
Chapter Executive Committee Meeting Minutes  
Wednesday, July 12, 2023  
12:05pm  
Virtual Meeting via Zoom  
Prepared by: Sungeun (Kenny) An, CPA – AGA Guam Chapter CEC Secretary  
Present: 16 Attendees**

- I. Call Meeting to Order**
  - a. Meeting was called to order at 12:05 p.m. and was presided by Rizalito Paglingayen
- II. Approval of CEC Minutes**
  - a. April 2023 CEC Minutes
    - i. Tabled the motion to approve the secretary's report for April 2023 as the minutes were unavailable at the time of the meeting
  - b. May 2023 CEC Minutes
    - i. Tabled the motion to approve the secretary's report for May 2023 as the minutes were unavailable at the time of the meeting
  - c. June 2023 CEC Minutes
    - i. June 2023 CEC Meeting was cancelled due to Typhoon Mawar
- III. Approval of By-Laws**
  - a. Doreen Crisostomo:
    - i. Initiated the discussion related to the procedures for approving by-laws
  - b. Maripaz Perez:
    - i. By-Laws were amended but not formally presented and approved by the general membership meeting
    - ii. Main change was the name of the group; attaching minutes (August 2022) that supported the change; Yuka Hechanova finalized the changes in January 2023
- IV. Treasurer's & Finance Report**
  - a. Justin Castro:
    - i. Treasurer's Report for March 2023 and April 2023 were approved at the May 2023 CEC Meeting
    - ii. Regarding the Budget vs. Actual, the updated Treasurer's & Finance Report as of 06.30.23 will be available by the end of the month (July 2023)
  - b. Motion to approve the reimbursement of the PDT Airfare for Rizalito Paglingayen in the amount of \$1,700
    - i. First Motion: Taling Taitano
    - ii. Second Motion: Doreen Crisostomo
    - iii. The motion passed with a majority in favor
- V. President's Report**
  - a. Program Year 2023-2024 Strategic Plan
    - i. August 1<sup>st</sup> deadline to submit in order to receive bonus points
    - ii. Template will be communicated to the respective committee heads

## VI. Committee Reports/Updates

- a. National Council of Chapter Representative (NCC Rep)
  - i. Pilar Pangelinan:
    1. Suggested a raffle for a ticket that covers the registration fee for the Internal Control & Fraud training that is held in Washington D.C. on September 19-20, 2023; the training can be attended either virtually or in-person
    2. Motion to raffle the September training based on the participation of both the July & August General Membership Meeting
      - a. First Motion: Taling Taitano
      - b. Second Motion: Josephine Villanueva
      - c. The motion passed with a majority in favor
- b. Leadership & Development/Adviser/ACE & Nominating Committee
  - i. Taling Taitano:
    1. Sent around the handbook and template; will reach out to the different committee members to remind them of the tier-based goals for the Program Year 2023-2024 Strategic Plan
- c. Accountability Committee
  - i. Doreen Crisostomo:
    1. Working with various agencies to remind them of their Citizen Centric Reports (CCR's)
    2. Will work closely with Vincent Duenas & Vanessa Valencia to coordinate awards and look into community service status of members
- d. Awards & Chapter Recognition Committee
  - i. Doreen Crisostomo:
    1. Vince has mentioned to Doreen that awards will be given out in the next in-person meeting, which is tentatively scheduled for August
    2. Process for the selection of awards will be reviewed by Vince through a scoring guide
  - ii. Josephine Villanueva:
    1. Will reach out to Vince and will report back to the CEC with additional details
- e. By-Laws & Procedures Committee
  - i. Doreen Crisostomo:
    1. Josephine Villanueva suggested to amend the administrative SOP in regard to the finalization of the PDT raffle to be held in advance
    2. Discussed various amendments; will communicate to the members of the changes in due time once compiled and reviewed
- f. CGFM & Professional Certification Committee
  - i. Maripaz Perez:
    1. Will work closely with Doreen to provide a report for the next meeting; no updates noted for now
- g. Community Service & Resource Development Committee
  - i. Vanessa Valencia is not present within the call for an update

- h. Education Committee
    - i. Jason Katigbak & Artemio Hernandez are not present within the call for an update
    - ii. Rizalito Paglingayen:
      - 1. In terms of the speaker for the July meeting, considering either (1) Dr. Enriquez from the University of Guam, (2) Jerry Roberts from Guam Training, or (3) Paul Marshall; however, Paul Marshall will be attending the PDT event
      - 2. Discussion on By-Laws related to the timeliness of announcing speakers & CPEs offered
  - i. Marketing & Communications Committee – Newsletter
    - i. Debbie Ngata:
      - 1. In the newsletter, it is specified that the General Membership Meetings are held on the fourth Wednesday, and CEC Meetings are held on the second Wednesday
      - 2. Will send out June newsletter soon; newsletters will be more frequent and converted to be more compatible to social media posts
  - j. Marketing & Communications Committee – Website
    - i. Clariza Roque is not present within the call for an update
  - k. Marketing & Communications Committee – Social Media/News
    - i. Ren Jalandoni has joined us this program year as our new Historian and Co Director of Social Media
    - ii. Margie Castro:
      - 1. Main focus this program year is to send out more frequent news and posts; shifting to the quarterly newsletter, which will be a summary of the past quarter
  - l. Membership Committee
    - i. Maria Bansil:
      - 1. This position is a newly formed position, starting this program year
      - 2. Will work closely with Pilar Pangelinan on the national percentage of growth after her August meeting to revise or adjust the tier-based goals
      - 3. Young professionals and students plan will be retained from the prior year; discussions on revisions and/or adjustments will be held and implemented moving forward
  - m. Scholarships Committee
    - i. Jorizaira Borja has noted no updates at the moment for the scholarship committee
  - n. Young Professionals Committee
    - i. Rachel Cubacub is not present within the call for an update
- VII. Old Business**
- a. AGA National Chapter Dues
    - i. Rizalito Paglingayen
      - 1. At the moment, the AGA National Chapter Dues are set at \$5.00; however, RG is in favor of raising it by another \$5.00 for a total of \$10.00 to help relieve the costs associated with future projects.

2. Motion to increase the AGA National Chapter Dues by \$5.00
  - a. First Motion: Doreen Crisostomo
  - b. Second Motion: Maria Cristina Bansil
  - c. The motion passed with a majority in favor
3. Llewelyn Terlaje mentioned that according to the By-Laws, two-thirds of the voting members need to pass the motion; as 91% agreed to the motion, the motion has passed with subject to correction

**VIII. New Business**

**IX. Announcements**

- a. Next General Membership Meeting will be held on July 26, 2023 (Wednesday) – Virtual
- b. Next CEC Meeting will be held on August 9, 2023 (Wednesday) – In-Person

**X. Adjournment**

- a. Meeting was adjourned at 1:06 p.m. through a motion to adjourn from Josephine Villanueva, which was seconded by Doreen Crisostomo; Rizalito Paglingayen has officially adjourned the meeting

## Appendix 1

| AGA Guam Chapter CEC Attendance<br>CEC Monthly Meeting<br>Date: July 12, 2023 |        |                                                                    |                                   |                                                           |                                                                     |                        |
|-------------------------------------------------------------------------------|--------|--------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------|---------------------------------------------------------------------|------------------------|
| NO                                                                            | ID     | Full Name                                                          | CEC                               | Main Committee                                            | Position                                                            | In-Attendance (Y or N) |
| 1                                                                             | 99243  | Mr. Rizalito Gino F. Paglingayen                                   | Chapter Officer                   | President                                                 | President                                                           | Y                      |
| 2                                                                             | 148550 | Mr. Jerricho C. Garcia, CGFM                                       | Chapter Officer                   | Treasurer                                                 | Treasurer                                                           | Y                      |
| 3                                                                             | 99790  | Ms. Pilar O. Pangelinan                                            | Chapter Officer                   | NCC Representative                                        | National Council of Chapters (NCC Representative) and ACE Co-Chair  | Y                      |
| 4                                                                             | 96981  | Ms. Josephine Guico Villanueva, MBA, CGFM, CPA, CGMA, SHRM-CP, PMP | Chapter Officer                   | Immediate Past-President                                  | Immediate Past President                                            | Y                      |
| 5                                                                             | 139456 | Mr. Justin B. Castro, CGFM, CFE                                    | Chapter Officer                   | Immediate Past-Treasurer                                  | Immediate Past Treasurer                                            | Y                      |
| 6                                                                             | 70753  | Mrs. Llewelyn Restuvog Terlaje, CGFM, CGAP                         | Chapter Officer                   | President Elect                                           | President - Elect                                                   | Y                      |
| 7                                                                             | 176600 | Mr. Sungeun An                                                     | Chapter Officer                   | Secretary                                                 | Secretary                                                           | Y                      |
| 8                                                                             | 170073 | Kate VB Jeszenszky                                                 | Chapter Officer                   | Treasurer - Elect                                         | Treasurer-Elect                                                     | N                      |
| <b>Leadership Development Committee</b>                                       |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 9                                                                             | 12754  | Ms. Taling M. Taitano, CGFM, CPA                                   | Chapter Executive Committee (CEC) | Achievements in Chapter Excellence (ACE) Awards Committee | Leadership Development/Adviser /ACE & Nominating Committee Director | Y                      |
| <b>Accountability Outreach Committee</b>                                      |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 10                                                                            | 23737  | Dr. Doreen T. Cristostomo-Muñia, Ph.D., CGFM, CFE, CICA            | Chapter Executive Committee (CEC) | Accountability Outreach Committee                         | Accountability Director                                             | Y                      |
| <b>Awards &amp; Chapter Recognition Committee</b>                             |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 11                                                                            | 67025  | Mr. Vincent Jon G. Duenas                                          | Chapter Executive Committee (CEC) | Awards & Chapter Recognition Committee                    | Awards & Chapter Recognition Committee Director                     | N                      |
| <b>Audit Committee</b>                                                        |        |                                                                    |                                   |                                                           |                                                                     |                        |
| <b>Budget &amp; Finance Committee</b>                                         |        |                                                                    |                                   |                                                           |                                                                     |                        |
| <b>By-Laws &amp; Procedure Committee</b>                                      |        |                                                                    |                                   |                                                           |                                                                     |                        |
| <b>CGFM/Professional Certification Committee</b>                              |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 12                                                                            | 67833  | Mrs. Maripaz Nogoy Perez, CGFM, CGAP, CICA, CI                     | Chapter Executive Committee (CEC) | CGFM/Professional Certification Committee                 | CGFM/Professional Certification Co-Director - Outreach              | Y                      |
| <b>Community Service &amp; Resource Development Committee</b>                 |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 13                                                                            | 137374 | Ms. Vanessa D. Valencia                                            | Chapter Executive Committee (CEC) | Community Service & Resource Development Committee        | Community Service & Resource Development - Director                 | N                      |
| 14                                                                            | 116151 | Mr. Steve Eric S. Terlaje                                          | Chapter Executive Committee (CEC) | Community Service & Resource Development Committee        | Community Service & Resource Development - Co-Director              | N                      |
| 15                                                                            | 136489 | Mr. Romar P. Tapezeria                                             | Chapter Executive Committee (CEC) | Community Service & Resource Development Committee        | Community Service & Resource Development - Co-Director              | N                      |
| <b>Education Committee</b>                                                    |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 16                                                                            | 95562  | Mr. Jason V. Katigbak, CPA, CFE, CIA                               | Chapter Executive Committee (CEC) | Education Committee                                       | Education Committee - Director                                      | N                      |
| 17                                                                            | 100504 | Dr. Artemio Hernandez, CGFM                                        | Chapter Executive Committee (CEC) | Education Committee                                       | Education Committee - Co-Director                                   | N                      |
| <b>Marketing &amp; Communications Committee</b>                               |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 18                                                                            | 96010  | Ms. Debbie CM Ngata                                                | Chapter Executive Committee (CEC) | Marketing & Communications Committee                      | Marketing & Communications Director - Newsletter                    | Y                      |
| 19                                                                            | 96313  | Ms. Clariza Mae G. Roque, CGFM                                     | Chapter Executive Committee (CEC) | Marketing & Communications Committee                      | Marketing & Communications Director - Website                       | N                      |
| 20                                                                            | 138096 | Miss Margie Lorenze F. Castro                                      | Chapter Executive Committee (CEC) | Marketing & Communications Committee                      | Marketing & Communications Director - Social Media /News            | Y                      |
| 21                                                                            | 166208 | Mr. Ren Erbil G. Jalandoni                                         | Chapter Executive Committee (CEC) | Marketing & Communications Committee                      | Marketing & Communications Co-Director - Social Media and Historian | Y                      |
| <b>Membership Committee</b>                                                   |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 22                                                                            | 172750 | Mrs. Maria Cristina S. Bansil                                      | Chapter Executive Committee (CEC) | Membership Committee                                      | Membership Committee Director                                       | Y                      |
| 23                                                                            | 149558 | Miss Gladys Jean Ocampo Sazon                                      | Chapter Executive Committee (CEC) | Membership Committee                                      | Membership Co-Director (General)                                    | Y                      |
| <b>Scholarship Committee</b>                                                  |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 24                                                                            | 156339 | Miss Jorizaira R. Borja                                            | Chapter Executive Committee (CEC) | Scholarship Committee                                     | Scholarship Committee Director                                      | Y                      |
| <b>Young Professional Committee</b>                                           |        |                                                                    |                                   |                                                           |                                                                     |                        |
| 25                                                                            | 94772  | Ms. Rachel F. Cubacub                                              | Chapter Executive Committee (CEC) | Young Professional Committee                              | Young Professional Chair                                            | N                      |

  

|                         |                               |      |                              |
|-------------------------|-------------------------------|------|------------------------------|
| <b>Quorum</b>           | <b>Total Officers and CEC</b> |      |                              |
| 33%                     | 25.00                         | 8.33 | Must be present for a quorum |
| <b>Item</b>             |                               |      |                              |
| Y                       |                               |      |                              |
| <b>Attendance Count</b> |                               |      |                              |
| 16                      |                               |      |                              |