

**GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**  
**Regular Board Meeting**  
**Via ZOOM**  
**July 7, 2020 – 2:00 pm**

**I. CALL TO ORDER**

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order via Zoom video conferencing at 2:00 pm by Chairman of the Board, Francis Guerrero. Board members present were Vice Chairman Joseph Certeza, Judy Flores, Donna Kloppenburg, Mayor Jessie Gogue, Patricia Krise, Francisco Rabon, Vince Reyes, Max Ronquillo and Rolando Zepeda. Also present were Acting Executive Director Jillette Leon Guerrero and Program Coordinators Jackie Balbas, Angie Taitague, and Mark Duenas.

Chairman Guerrero welcomed the new CAHA Acting Executive Director Leon Guerrero onboard. He informed that Board that he's had numerous conversations with her and she has a lot of exciting things to share with the Board. Acting Executive Director Leon Guerrero responded that she is honored to serve as CAHA Executive Director and looks forward to assisting the Council.

**II. REVIEW AND APPROVAL OF MINUTES DATED February 4, 2020 and March 3, 2020.**

Chairman Guerrero gave the Board a few minutes to review the minutes of the February 4, 2020 and March 3, 2020. After a brief review, Mr. Ronquillo moved to approve the minutes of February 4, 2020 and March 3, 2020 as presented. Motion seconded by Mrs. Kloppenburg.

**UNANIMOUSLY APPROVED**

**III. WELCOME TO NEW BOARD MEMBER – Rolando Zepeda**

Chairman Guerrero welcomed new Board member Rolando Zepeda to the Board. Mr. Zepeda thanked the Chairman and stated that he would do his best to serve well. Chairman Guerrero asked Board member Mr. Ronquillo whether he was back on island. Mr. Ronquillo responded that his projected return is September 30, 2020, but it all depends on the COVID-19 situation.

**IV. EXECUTIVE DIRECTOR'S REPORT**

Chairman Guerrero again welcomed Acting Executive Director Leon Guerrero onboard and asked that the Board support her. Other Board members echoed the Chairman's welcome. Acting Executive Director Leon Guerrero thanked Chairman Guerrero and stated that she was happy to be at CAHA.

Acting Executive Director Leon Guerrero informed the Board that she had a written report. (See attached slide.)

She reported on the following:

Since her appointment to CAHA, we lost the Administrative Officer, Sherrie Barcinas and the first thing she had to do was to understand CAHA's organization so she would know how to proceed. She has been trying to familiarize herself with the operations of the Council, the staff, and status of the organization. She was informed that the precursor of CAHA was a 501c3 organization. She indicated that she needs to further

investigate the matter. That status would be beneficial to the Council as it would allow the agency to be more autonomous, raise monies and open more doors.

Acting Executive Director Leon Guerrero informed the Board that CAHA's by-laws need to be updated. She also recommended that a code of ethics for the Board and code of conduct be developed for the staff.

Acting Executive Director informed the Board that CAHA's 3-year grant to the National Endowment for the Arts (NEA) is due at the end of September. NEA requires that the Council conduct strategic planning to include our stakeholders. She is already working with the staff and plans to hold focus groups. She asked that Board members interested in being a part of the discussion and sessions, to please let her know. The sessions will be held in August and the final plan will be brought to the Board for action. In line with the strategic planning, Acting Executive Director Leon Guerrero stated that she had a slide that she wanted to share with the Board.

Acting Executive Director Leon Guerrero commented that one of the first things she did when she came on board, was to develop a short survey that would help CAHA to evaluate the challenges faced by the artists, how the agency could be more responsive to the needs and to help develop programs/projects that are relevant to them and the community at large. The survey was posted on the CAHA website and disseminated to those listed in CAHA's artist registry. What she wanted to share with the Board was the results of the artist survey as of today. The first slide was "Do you have an online portfolio?" Of the 54 responses received, 46.3 % indicated yes, 42.6% indicated no, and 11.1% said maybe. The second slide displayed was "Which of the following online platforms do you use to share your work." Majority of the respondents used Facebook, while others used Instagram, YouTube, Website and other platforms to a lesser degree. The results from the third slide impressed the Acting Executive Director and 94.5% of those surveyed were interested in arts online platforms. The next slide showed what was most important to the artists, more exposure, more opportunities for professional development and grant funding. The fourth slide showed the proportion of their overall income that is generated by their artistic practice. Another slide indicated activities or services that artists want CAHA to offer such as a digital catalog, training and outreach, gallery space and higher quality exhibits, etc. In summary, 46.3% have an online portfolio, 76.5 % use Facebook, 60.8% use Instagram, 29.4% use YouTube, 27.5% use a website, 94.5% would be interested in joining an arts & humanities online platform and 57% work with communities and participants. Acting Executive Director Leon Guerrero stated that she would send the slides to the Board and asked that they encourage their artist friends to complete the survey on the CAHA website.

Acting Executive Director Leon Guerrero stated that due to the situation with the mold at the Angela Flores Building, staff continues to work from their homes. Guam Public Library System has offered a room at the Hagåtña library for our use. Although there are no phones and computers, at least it gives us the opportunity to meet together. The bids for the Office and Gallery space lease were scheduled to be opened yesterday. She called the General Services Agency (GSA) about the status of the bids and was told that she would get a return call but it did not happen.

In order to address the new normal, there are some operational upgrades that need to be accomplished. These relate to mainly to upgrading our online access ability. With social distancing we need to be able to receive and respond online. This includes:

The procurement of a Grant Management Software which will allow the board, staff and panels to receive, review and process grant applications.; virtual meetings with Zoom; a website upgrade to include section for Artists and a section for community and an online store and online exhibit area; and a "Fan" Funding [crowd funding] website. This will allow artists as well as CAHA to raise funds through a fan funding program. Acting Executive Director has asked GuamWebz to provide a quote for the development of a local program.

Staff, primarily Mark Duenas is working on establishing re-opening guidelines in anticipation of moving into a new office/exhibit space or when the Angela building is habitable. She added that each staff member will be developing standard operating procedures (SOPs) to ensure in the absence of a staff member that another can take over their duties.

In regards to personnel, there are currently 3 vacancies, the Administrative Officer, Program Coordinator I and Stage Maintenance Technician. Interviews for the Administrative Officer were conducted by Program Coordinators Balbas and Taitague, ratings are done and the hiring is in process. A list of interviewees for the Program Coordinator I position has been provided to CAHA and interviews are scheduled for later this month. The Stage/Maintenance Technician is to be announced at a later date.

Acting Executive Director Leon Guerrero stated that for the FY 2021 Grant Cycle is open but due to the current situation, a grants workshop was not possible. All the grant guidelines, grant application and fellowship application are posted on the CAHA website. In lieu of the in mandatory grant workshop, to be eligible to apply for a CAHA grant, interested parties would have to take an educational quiz and view the grant workshop PowerPoint presentation on line at the CAHA website. To date 18 people have taken the quiz. Applications with supporting materials must be submitted via email to [info@caha.guam.gov](mailto:info@caha.guam.gov) by 5:00 p.m. Friday, July 31, 2020.

CAHA received an invitation from the Kennedy Center for the Performing Arts in Washington D.C. to participate in a digital performance series called Arts across America Series. This program is intended to showcase artists and organizations across the United States and 6 jurisdictions including Guam during this unprecedented time. The goal of the event is to uplift and tell the story of their communities in the time of corona virus. Each participating state and jurisdiction is assigned 2 days to perform during the series. This is great exposure for Guam. Tentative dates are September 4 and November 13. Normally it would be a live performance but due to the time difference it would be prerecorded. The Acting Executive Director indicated that she has identified funds that could be used for the project. Chairman Guerrero clarified that the monies were surplus funds that were not awarded last grant cycle because some of the applicants did not meet the qualifications. He asked whether the funds had to be expended by the end of this fiscal year, September 30. The Acting Executive Director responded that production would take place before that time.

## **V. FINANCIAL REPORTS**

Chairman Guerrero stated that since CAHA does not have an Administrative Officer, the Director would report on the budget. He remarked that the Board is used to seeing the format and the Acting Executive Director Guerrero has rebuilt the budget from what Sherrie had previously provided. Acting Executive Director Leon Guerrero gave an overview of the budget with the budget broken down by income and expenditures. The partnership agreement which is 50% NEA and 50% local monies totaling \$589,600, \$10,000 for FestPac, the local overmatch of \$94,047 which we get from the Tourist Attraction Funds, \$164,600 for the CARES Act and \$50,000 for the Guam Territorial Band for the grand total of \$908,247.

Executive Director Leon Guerrero stated that she would contact the NEA about the \$10,000 for FestPac since it was postponed to see if we could utilize the money for something else. Executive Director Leon Guerrero informed that Board that regarding the CARES Act Funds of \$164,600 from NEA, \$114,600 will be utilized for grants to assist eligible nonprofits and the remaining \$50,000 will be utilized for administrative expenses. She he CARES Act funding did not have to be matched.

As for the \$50,000 for the Guam Territorial Band that is a legislative appropriation that CAHA has to administer. Chairman Guerrero stated that Mr. Ronquillo would be able to provide more information regarding this.

Under expenditures, she has it broken down to reflect what is appropriated, what has been encumbered and the balances for personnel, grants to subrecipients, contracts, rent, supplies, Telecomm, the Guam Territorial Band and the NEA FestPac travel. As of July 6, of the \$908,247 appropriated there is a balance of \$405,554.24. (See slide for detailed breakdown)

Per the Bureau of Budget and Management Office (BBMR) \$72,840 has been encumbered for the rent. Chairman Guerrero requested that the CARES Act guidelines be forwarded to the Board. Chairman Guerrero inquired when the CARES Act monies needed to be expended. Executive Director Leon Guerrero responded by 2022.

Acting Director Leon Guerrero share another slide which reflected CAHA's accounts at the Bank of Guam. Currently these are the balances for the 3 accounts: CAHA Revolving Account - \$4,338.88, FestPac account - \$2,225.10 and the Arts in Public Places a.k.a. Percent for the Arts - \$712,886.25. (See slide for detailed breakdown)

Executive Director Leon Guerrero stated that she hopes to receive the \$200,000 for the Percent for the Arts from TNN for the Tsubaki Towers soon. Chairman Guerrero asked whether the payment plan was ever finalized. Program Coordinator Taitague responded that he plan was attached to the contract that was sent to the Attorney General's Office. Mrs. Taitague stated that TNN did agree to the payment plan. Chairman Guerrero stated that the payments were to be on a quarterly basis and needed clarification as to whether the payments were due on the first day of the first month of the quarter or on the first day of the last month of the quarter. He recalled that TNN wanted to pay on the first day of the last month of the quarter, but CAHA preferred to receive the payments on the first day of the first month of the quarter. Mrs. Kloppenburg stated that she didn't recall a final payment plan. Chairman Guerrero requested that the payment plan for the Tsubaki Towers project be shared with the Board. The Chairman and Acting Executive Director attended the soft opening of the Towers and CAHA should be receiving the first installment check this month.

Acting Executive Director Leon Guerrero informed the Board that during the course of her research on the Council, she came across PL 22-60 that appropriated \$200,000 a year for the Off-Island Educational, Training and Cultural Enhancement Fund" to be administered by CAHA. Later legislation PL 22-124 set up the rules and regulations for the fund and PL 31-132 identified the source of the funds for the program – the Healthy Futures Fund. The law stipulated that while the Governor may transfer funds to supplement the Off-Island Educational Training and Cultural Enhancement Fund, "No portion of the Fund, including principal and interest, shall be transferred to any other fund, or used, or appropriated, except as provided under this article." According to Program Coordinator, Jackie Balbas, CAHA has not seen any funds for this program since about 1994. Currently there are no funds in this account. This matter will be researched further.

## **VI. OLD BUSINESS**

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

Chairman Guerrero asked if there was anything to report regarding the Percent for the Arts. Program Coordinator Taitague responded that the Percent for the Arts is status quo.

### **B. Master's program and policy**

Chairman Guerrero asked if there were any updates pertaining to the Masters' Program and Policy. Master Rabon responded that everything is status quo and the proposed revisions are with the staff of Senator Kelly Marsh (Taitano).

### **C. Festpac**

Acting Executive Director Leon Guerrero informed the Board that she received notice that the Festival of Pacific Arts will be held in 2024. Chairman Guerrero commented that it gives CAHA 4 years of work and plan thoroughly. He added that Percent for the Arts funds should not be used for FestPac. The Chairman requested that we circle back legal opinion as to what the Board's parameters are relative to planning FestPac. If we are not allowed to be actively involved in the planning, we can definitely give our input. Vice-Chairman Certeza asked that a committee structure be set up as to how we can move forward for FestPac 2024, to prepare our artists for 2024 and seeing how we can improve the selection process over the 4 years. Chairman Guerrero asked Vice-Chairman Certeza to spearhead this committee. Now is a good time for things to be done. Vice-Chairman asked the assistance of Dr. Flores, Master Rabon and Ms. Balbas. Chairman Guerrero encouraged interested Board members to be involved with this committee.

#### **D. Bank Accounts**

Mrs. Krise reported that she reached out to 3 banks, Bank Pacific, Coast 360 and Bank of Guam. She also put together a spreadsheet on business savings, checking, and CD comparisons. (See slide) Based on her research, Coast 360 had the best rates and their fees were competitive as well. Mrs. Krise stated that if we were to put the Percent for the Arts monies into a money market account, it would earn 8/10s of a percent which would come out to \$5,703 in interest. BankPacific rates were a little better than Bank of Guam. We could earn a little more interest at Coast 360. They have a business savings and business checking and the set up and fees are very reasonable. CDs could be pursued down the road. They range from 30 days to 5 years. Would not be feasible to commit for a 5 year period, but would recommend at least 1 year. Mrs. Krise added that the Mayor has some experience with this and he may be able to talk about options. She indicated that the Board should pay attention to the FDIC \$250,000 guarantee. The credit union has something similar called the NCIS, National Credit Union Share Insurance Fund. All the banks are able to set up multiple accounts to go over \$250,000 so you're still protected. Mrs. Krise added that she'll be willing to answer any questions. Chairman Guerrero remarked that Acting Executive Director Leon Guerrero had sent out the slides to all the Board members prior to the meeting. Mrs. Kloppenburg added that in previous minutes Mayor Gogue has indicated that he could draft a resolution to establish interest bearing accounts. Mrs. Krise had agreed to research and gather the information for the Board. Mrs. Kloppenburg said that we should move quickly to get the process going. Chairman Guerrero stated that the Director is trying to get access to the account so we can validate the amounts in the CAHA accounts. The Chairman requested that Mrs. Krise and Mayor Gogue put together an investment plan along with the Acting Executive Director on the best course to invest CAHA monies and what monies should remain fluid. Mrs. Krise volunteered to assist and work with Mayor Gogue and the Acting Executive Director. Several Board members informed the Chairman that Mayor Gogue had stepped away from the meeting. Chairman Guerrero indicated that the discussion would be continued upon the Mayor's return.

### **VII. NEW BUSINESS**

#### **A. Code of Conduct**

Chairman Guerrero stated that there is no code of ethics for being a member of CAHA. The code may entice more artists to join CAHA. Vice-Chairman Certeza indicated that he would take the lead to create a code of conduct and for the membership in terms of envisioning it. What does the code of conduct and code of ethics look like in the arts? There are many restrictions and many of the artists feel that with all the restrictions, how is that supposed to be the arts, He been spending a lot of time doing research on what is appropriate to create a code of conduct. For instance in New Zealand they have an artist pledge and not

a code of conduct and artists would sign that pledge. The format is unique and the Vice-Chairman indicated that he collect all the information and share it with the Board soon. He added that he and the Acting Executive Director had some discussion and agreed that artist input is important and that this could be done via Zoom meetings.

Chairman Guerrero stated that with the Vice-Chairman taking the lead for the Code of Conduct, Membership, FestPac and the Art Bank, he has a lot on his plate. The Chairman requested that another Board member take over the Art Bank. This would entail assessing the current process and possibly restructuring it, revising the guidelines, timeline and loan agreement, maintenance and upkeep of the art work, and the production of a catalog. Program Coordinator Duenas responded that the catalog was already done and there are procedures in place. He added CAHA not having a permanent place is a challenge. Mrs. Kloppenburg stated the percent for the arts could be a source to acquire new pieces. Mr. Zepeda concurred that it was a good idea. Chairman Guerrero stated that he still has to work with Senator Marsh (Taitano) and her staff and while we are still trying to develop the rules and regulations for the Percent for the Arts, one of the bigger challenges is about the flexibility and usage of the funds. The law was very specific as to what the funds could be used for. As for purchase of the art work, it is primarily directed to the qualifying certificate holders and the purchase of art for their facilities. It does not state that the money could be used to purchase art for CAHA. It does provide for a grant program by which artist could create work. Mr. Zepeda and Mrs. Kloppenburg volunteered to take over the Art Bank from Vice-Chairman Certeza. Chairman Guerrero thanked Mr. Zepeda and Mrs. Kloppenburg for volunteering. Mr. Ronquillo suggested that grants be offered from the Percent for the Arts with a provision for grantees indicating that they provide deliverables.

Chairman Guerrero indicated that Mayor Gogue had returned to the meeting. He asked the Mayor is he would be willing to work with Mrs. Krise and the Acting Executive Director to formulate an investment plan with Percent for the Arts monies being invested first. Mayor Gogue stated that he was present during Mrs. Krise's presentation. He stated that a previous meeting he had given the Board a summary regarding investment and the law pertaining to investing unobligated funds. Mayor Gogue stated that he had transmitted to the Acting Executive Director some of the resolutions and what guided them. He added that his office has never entertained any quotes from Coast 360 was because in the applicable law it only states FDIC. The Mayor suggested that CAHA get a legal opinion regarding NCIS, National Credit Union Share Insurance Fund. Coast 360 is not FDIC insured. Chairman Guerrero stated that while a legal opinion is being sought, he asked Mayor Gogue to work on an investment plan with Mrs. Krise and the Acting Executive Director Leon Guerrero. The Mayor responded that he would

## **B. Status and Action on Grants**

### **a. Status of current grants**

#### **i. Ratification of GUMA vote on reprogramming request**

Chairman Guerrero stated that that an e-vote was taken to approve GUMA's request to reprogram their funds from their grant and that he needed a motion to ratify that vote and for the Board members to say yay or nay. Mr. Ronquillo asked whether a quorum was reached when the e-ballot was sent to the Board and whether there were enough votes in support of GUMA's request. Chairman Guerrero responded that a quorum was met and that there were enough votes in support of GUMA's request. So the vote did pass even without the votes of those members who had to recuse and abstain themselves. Mr. Ronquillo asked whether the standing rules allowed does not allow the approval via that means and a follow up vote at the meeting was required. Chairman Guerrero responded that there has to be a formal record of the vote in the minutes of a regular meeting. Ms.

Taitague informed the Board that Dr. Flores, Vice-Chairman Certeza and Chairman Guerrero abstained from voting on GUMA's request.

Mr. Ronquillo moved to ratify the Board's approval of GUMA's request to reprogram their FY 2020 grant monies. Motion seconded by Mrs. Kloppenburg.

**Unanimously Approved**

**b. Request to extend and reprogram funds**

**i. Pacific Historical Park**

Chairman Guerrero asked staff to update the Board on the Pacific Historical Park's request. Program Coordinator Duenas informed the Board that due to COVID-19, the Pacific Historical Park is requesting to change their scope of work and for an extension on their project until December 2020. Instead of having a live production in conjunction with the Guam Museum and the Stella Newman Visitor Center, they have decided to present the vignettes to the public virtually through a social media platform and website. Pacific Historical Park would provide a revised budget this coming Thursday.

Chairman Guerrero stated that Pacific Historical Park was requesting an extension until December 2020. He was concerned that if the Board approves their request, CAHA would also have to ask NEA for an extension of its partnership agreement

Ms. Balbas responded that because of the additional funds from the CARES Act the partnership agreement has been extended to 2022. Therefore, CAHA would not have to ask NEA for an extension on that grant. Mrs. Kloppenburg stated that many of these grantees are probably unaware that the grant has been extended.

Vice-Chairman Certeza moved to table this request until more information is received. Motion seconded by Mrs. Kloppenburg.

**Unanimously Tabled**

**ii. Kent Velesrubio [Fellowship]**

Chairman Guerrero asked staff to update the Board regarding Kent Velesrubio. Mr. Duenas informed the Board that the Mr. Velesrubio was requesting an extension to September 2020. His project is supposed to be completed this month, but in the event that it's not, Mr. Velesrubio asking for additional time just in case. Chairman Guerrero asked Mr. Duenas whether Mr. Velesrubio was also asking to reprogram or change the scope of work for his project. Mr. Duenas responded no. Vice-Chairman stated that the letter from Ms. Velesrubio indicated that there is a change in the concept to be presented as a video artist. Initially he wanted to produce a film, but now he is purposing that a series of YouTube videos be produced focusing on culinary arts. Chairman Guerrero added that Mr. Velesrubio had indicated that one video was posted and asked whether that would be enough to gauge the quality of his work. Chairman Guerrero requested that Vice-Chairman Certeza send the link of the video to the Board. Vice-Chairman Certeza responded that he would send the link right now via WhatsApp.

Vice-Chairman Certeza moved to table the request as an e-vote until the Board has a chance to view Mr. Velesrubio's video. Motion seconded by Dr. Flores.

**Unanimously Tabled**

**C. 2021 Grant Panel Assignments:**

- a. Arts in Education**
- b. Underserved**
- c. Performing Arts**
- d. Media Arts**
- e. Visual Arts**
- f. Folk Arts**
- g. Special Projects**

Chairman Guerrero stated that he would like to make the grant panel assignment quick. In the past, Board members took charge of a panel to review the grant applications. Staff would assist with identifying members of the community that could serve on the review panel and with manning the meetings. Led by a board member, the panel would review all the applications that fell under a particular discipline and make recommendations which will be brought to the Board for their review and action in September. Acting Executive Director Leon Guerrero posted a slide that listed the board members and the panels there were on last year. Last year was challenging as there were a limited amount of board members, they each had to serve on 2 panels. This year, with eleven board members, perhaps, for smaller ones that include Arts-in-Education, Underserved and Special Projects, only one board member could oversee one of those panels. As for the larger ones that include Performing Arts, Media Arts, Folk Arts and Visual Arts, two board members, one who has served on previous panels and a new board member could co-chair a panel. Mrs. Kloppenburg stated that she had an appointment and asked that she be excused from the meeting. She indicated that she's served on numerous review panels and is fine with whatever panel is assigned to her. Mr. Ronquillo asked that he be assigned to any panel except for Performing Arts. Mr. Zepeda stated that he would be willing to serve on the Arts-in-Education and Visual Arts panel. Chairman Guerrero suggested to Mr. Zepeda that he serve on the Visual Arts panel. Mr. Zepeda agreed. Dr. Flores indicated that she would take Folk Arts. After a brief discussion, it was the consensus of the Board that the Chairman and the Acting Executive Director work together to assign the Board members to a panel.

**D. Election of Officers:**

Chairman Guerrero announced that it was time for election of Board Officers, Chairman, Vice-Chairman and Secretary. The Chairman opened the floor for nominations.

- a. Chairman**

Vice-Chairman Certeza nominated Chairman Guerrero for Board Chairman. Mayor Gogue asked Chairman Guerrero if this was his first term to serve as a Board Chair. The Mayor indicated that on most boards, you can only serve 2 consecutive terms. Chairman Guerrero responded that this is only his first full term; previously he was finishing off someone else's term. Mr. Ronquillo asked Chairman Guerrero if sitting on the Board would hamper him with any of his community projects. For instance he had to recuse himself from the GUMA vote. Does the Chair foresee any similar situations? Chairman Guerrero responded no, it's only CAHA and GUMA. Mr. Ronquillo stated based on his observation Chairman Guerrero is a great chairperson and if he able to serve again then please do. Mr. Guerrero stated that he is willing to serve as Chairman again.



Mayor Gogue moved to close the nominations for Chairman. Seconded by Mr. Ronquillo.

With no other nomination for Chairman, Mr. Guerrero is Chairman by acclamation.

b. Vice-Chairman

Dr. Flores stated that she is looking towards the future, and nominated Mr. Certeza for Vice-Chairman. He has a lot of experience and will gain more. Chairman Guerrero asked Mr. Certeza if he was willing to serve as Vice-Chairman again. Mr. Certeza responded that he would be willing to serve as Vice-Chairman once again.

Mayor Gogue moved to close the nomination for Vice-Chairman. Seconded by Mr. Zepeda.

c. Secretary

Mayor Gogue nominated Mrs. Krise for Secretary. Seconded by Dr. Flores. Chairman Guerrero asked Mrs. Krise if she'd be willing to serve as Secretary of the CAHA Board. Mrs. Krise responded yes, she would be willing to serve as the Secretary of the Board.

With no other nomination for Secretary, Mrs. Krise is Secretary by Acclamation.

**VIII. OTHER ANNOUNCEMENT & DISCUSSIONS**


A. Next Board Meeting scheduled for August 4, 2020 at 3:00 pm.

**IX. ADJOURNMENT**

With no further discussion, Vice Chairman Certeza moved to adjourn a meeting at 4:18 pm. Motion seconded by Mrs. Krise.

UNANIMOUSLY APPROVED

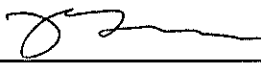
MINUTES PREPARED BY:

  
\_\_\_\_\_  
Jackie Balbas  
Program Coordinator IV, Guam CAHA

Date

08/14/2020

ATTESTED TO BE TRUE AND CORRECT BY:

  
\_\_\_\_\_  
Francis Guerrero  
Chairman, CAHA Board of Directors

Date

8/14/2020