

Regular Meeting of the Board of Directors

Tuesday, November 23, 2021, 3:00 pm

Hybrid Zoom and In-Person

AGENDA

1. Call to Order

2. Attendance

3. Review and vote whether to approve October minutes

4. Executive Director's Report - Sandy Flores

5. Financial Report - Joey Manibusan

6. Old Business

Ratification of vote on resolution for a new savings account

7. New Business

Presentation of grant panel recommendations

Vote to award grants

8. Announcements

New youth representative appointee to the CAHA Board

New AO Detail

ARP Grant Funding

Next Exhibit

Creative Aging Rescheduling

Poetry Out Loud Report

9. Adjournment

# MINUTES

## GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY

Board of Directors Meeting

September 21, 2021 ▪ 3:00 pm

Hybrid: Zoom and In-Person

---

### I. Call to Order

---

The Guam Council on the Arts and Humanities Agency's Board meeting was called to order at 3:07 p.m. by Mr. Francis Guerrero, Chairman of the Board. Chairman Guerrero was the only who attended the meeting in person. The following board members attended the meeting via Zoom.

Joseph Certeza (Vice Chairman)  
Donna Kloppenburg  
Francisco Rabon  
Maximo Ronquillo

Patricia Krise (Secretary)  
Mayor Jessy Gogue  
Rolando Zepeda  
Simone Bollinger

CAHA Management and Staff  
Sandra Flores (Executive Director)  
Angie Taitague (Program Coordinator III)  
Joey Manibusan (Program Coordinator I)

Jackie Balbas (Program Coordinator IV)  
Mark Duenas (Program Coordinator I)

Director Flores and Program Coordinator Manibusan attended the meeting in person, while the rest of the staff attended the meeting via zoom.

---

### II. FY 2022 Grant Applications - Review and Board Action

---

Chairman Guerrero welcomed everyone and stated that the focus of today's meeting was only the FY 2022 Grant Applications. Chairman Guerrero asked that Director Flores give a preface of today's meeting, grant cycle and the funding available, etc. Director Flores stated that the rest of the agenda items; the review and approval of minutes, executive director's report and the financial report would be tabled until next meeting. She indicated that like last year, \$130,000 has been earmarked for the grants. From that amount, \$53,800 must be directed towards Underserved, \$10,200 for Arts-in-Education, leaving \$66,000.00 total available for grant awards for the following discipline categories: folk arts, media arts, performing arts, special projects, and visual arts. Director Flores remarked that there were no art-in-education applications submitted and added that application # 2022-021, Hilary Raigetel was moved from Folk Arts to Underserved. She asked that in looking at these applications today, please consider that CAHA will be making an announcement that ARP grant funding of \$123,000 will be available soon. This is a nonmatching grant, does not include fellowships and CAHA will follow the same process for review and selection of ARP grant recipients as what is done with our regular grant cycle. Any applicants that were not awarded an FY 2022 can apply for a CAHA American Rescue Plan (ARP) Act Grant, which includes resubmitting their applications to CAHA again. The application would have to reflect how it meets the ARP criteria. Mayor Gogue, stated that his first name was spelled wrong in the documents that were transmitted to him for his signature and it should

be corrected to reflect “Jessy”. Director Flores responded that the mayor’s comments are noted and the necessary revisions will be made. Furthermore, she asked that the members say their name prior to speaking and if they are referring to applicant, please state only the application number, not the applicant’s name for privacy purposes, as well as to avoid any confusion as to who is addressing the Board and the application being entertained at that time.

Chairman Guerrero stated that the applications will be presented by panels and asked that the respective chairman of each panel bring their committee’s recommendations to the Board for consideration and action. He reiterated that the \$66,000.00 total available for grant awards will be applied for the following discipline categories: folk arts, media arts, performing arts, special projects, and visual arts. Folk Arts would be presented first and Chairman Guerrero turned the floor over to the Folk Arts Chair.

**A. Folk Arts** – Ms. Simone Bollinger, Folk Arts Panel Chair introduced herself and stated that she co-chair the panel along with Mrs. Donna Kloppenburg. Ms. Bollinger reported that their panel reviewed 4 applications and recommended the following:

FA	Application No.	Name of Applicant	Project Title/ Brief Summary	Amount Requested	Panel Recommendations
1	#2022-002	Ulitao, Inc.	“Maiden Voyage to Rota” - The proposed project is to repair some of the canoes so they can prepare and train for the upcoming FestPac.	\$10,000.00	Panel felt this was a well-established, strong nonprofit group and that the project was well thought out. The project is significant because it addresses the revival of CHamoru seafaring traditions and looks toward preparations for FestPac. Panel recommended full funding of \$10,000.00 for this project. This application was ranked #2 by the panel.
2	#2022-014	James Avermann	Blacksmith Apprenticeship Program	\$10,000.00	Panel felt that as a journeyman, the applicant was not qualified to teach an apprenticeship program. The Panel recommended that this project not be funded.
3	#2022-018	Carlos Paulino	“Hut Building Apprenticeship” – Applicant proposes to conduct a 200-hour hut building apprenticeship program.	\$9,000.00	Community support was reflected in the application packet. The application was well written and detailed. Panel recommended full funding of \$9,000.00 for this project. This application

			Apprentices will be taught the skill of materials selection, conservation practices, and construction methods in revitalization of Gef Pa'go for visitors' and residents of Guam.		was ranked #1 by the panel.
4	#2022-024	Justin Green	Coconut Carving Fellowship – Applicant would like to enhance his skills in the art of coconut carving which he learned from Master Carver Greg Pangelinan. He is willing to showcase his creations to the public.	\$3,000.00	This is the only fellowship application that was submitted. Coconut Carving is a dying art form. Panel recommended full funding of \$3,000.00. This application was ranked #3 by the panel.

Ms. Bollinger added that they were all great projects. Vice Chairman Certeza asked whether the panel has seen samples of what the applicant is exploring in terms of coconut carving. Ms. Bollinger responded that yes, they have seen pictures. She remarked that the purpose of the fellowship is to encourage artists and to help them develop their skills. Chairman Guerrero asked if any of the applications that were recommended funding would apply to the ARP grant. Ms. Bollinger stated that she did not have any information on the ARP grant, aside from it being a relief program.

Chairman Guerrero asked Director Flores to speak about the ARP grants. Director Flores responded that Program Coordinator Jackie Balbas would be able to provide more information and the parameters of the ARP grants. Ms. Balbas informed the Board that this program is made possible by funding from the American Rescue Plan (ARP) Act of 2021 through the National Endowment for the Arts. These funds are intended to help support arts and cultural nonprofit organizations, nonprofits that have arts and or culturally based programming, and artists, as well as assist the field in its response to and recovery from the COVID-19 pandemic. The ARP Subgranting Program will be carried out the same way our annual grant cycle program is done. Subgrants to organizations will support its daily expenses and general operating costs which includes staff's salary, stipends or fees for creatives, artists, or contractual personnel for services provided for current existing activities and projects that are in line with CAHA's mission, as well as, to prevent, prepare, respond, and recover from hardships suffered due to the pandemic, so basically general operational support, and programs. Subgrants to individuals will enable them to carry out specific projects and activities such as the creation of work, workshops, and presentations with tangible outcomes that promote and support CAHA's mission and

help them recuperate from the pandemic. Mrs. Kloppenburg asked Chairman Guerrero for clarification as to whether can applicants can apply for fellowships through the ARP grants. Chairman Guerrero responded that fellowships could not be funded by ARP funds. Ms. Bollinger stated that application #2022-018 could fall under the guidelines of the ARP grants, however that would need to be assessed further.

Chairman Guerrero thanked Ms. Bollinger for her report and indicated that Media Arts would be addressed next.

**B. Media Arts** – Chairman Guerrero indicated that he and Mayor Gogue co-chaired the Media Arts Panel. Initially there were 8 applications under this category, but one applicant, #2022-027 did not submit all the required documents, such as a detailed budget breakdown, therefore was ineligible. The panel reviewed 7 applications, 4 were big projects and 3 were to produce CDs. The panel recommended the following

MA	Application No.	Name of Applicant	Project Title/ Brief Summary	Amount Requested	Panel Recommendations
1	#2022-012	Thomas Bejado	Pandemic in Paradise – This project focuses on music that people could listen to as they are stuck at home during the pandemic. Featured recordings would be music of some of those recording artists who have passed on, as well as, original compositions.	\$10,000.00	This application was ranked #3 by the panel. Panel recommended funding support of \$7,600, however, Chairman Guerrero indicated that the applicant should seek out ARP funding.
2	#2022-013	Danilo Pocaigue	Magof Linalan Pskaderu – A CD project to promote CHamoru music, that soldiers and veterans with PTSD could relate to.	\$10,000.00	This application was ranked #6 by the panel. Panel recommended that the applicant should apply for an ARP grant.
3	#2022-019	Jack Larimar	Tumon Bay – An established recording artist would like to produce a CD of	\$10,000.00	This application was ranked #7 by the panel. Panel recommended funding support of \$8,000.00.

			original music in CHamoru that could be utilized by cultural dance groups, etc.		
4	#2022-022	Kyle Mandapat	Icons of Guam – The project entails a unique presentation spread across various platforms such as social media, podcasts, audio and visual to help bring the stories of our storytellers to an audience wherever they may be and enable them to hear or view the materials. These sit-down interviews include never before seen footage and photos will give our people a look at what it takes to be an ICON and hopefully encourage them to accept the challenge to continue their work in cultural preservation and artistic evolution.	\$10,000.00	This application was ranked #1 by the panel. Panel recommended full funding.
5	#2022-023	Ruzelle Judicpa	The Halo Halo Project – Applicant proposes to produce a short film that focuses on the complex Filipino identity in Guam. The	\$8,000.00	This application was ranked #2 by the panel. Panel recommended full funding.

			<p>film will focus on 4 Filipino students with varying backgrounds as they go through their first day of senior year in high school. These four Filipinos have different backgrounds (3rd generation) which is to demonstrate the complex and unique identities of Filipinos through their decades of residence in Guam.</p>		
6	#2022-025	Jeremy Cepeda	Hinale'	\$10,000.00	This application was ranked #4 by the panel. Aside from the CD, live performances were indicated at SKC. Panel recommended funding support of \$7,400.00.
7	#2022-028	Kenneth Paulino Jr.	Talks Over Merienda: A webisode and blog series – The projects centers around conversations that speaks to Guam’s history, culture, and baseball, featuring 8 episodes share across all social media platforms. and culture in a setting where the participants are at a merienda.	\$10,000.00	This application was ranked #5 by the panel. Chairman stated that this was an ambitious project was waiting on clarification from the applicant as to what exactly would be featured. Panel recommended full funding support of \$10,00.00.

Note: Chairman Guerrero commented that CAHA could only support the creative aspect of the CD, not the reproduction.

Mayor Gogue commented that #2022-012, Danilo Pocaigue, also wanted to pay tribute or honor those recording artists that passed away during the pandemic, some because of the pandemic and how it impacted the recording artist community. The applicant was motivated by the pandemic to do this project. Chairman Guerrero asked that Special Projects be presented next.

**C. Special Projects** – As the Acting Chair of the Special Projects Panel, Mr. Ronquillo stated the panel met on September 16, 2021 via zoom. In attendance at the meeting were panelists: Dr. Judy Flores, Secretary Krise, Vice Chairman Certeza and Mr. Ronquillo, as well as, Director Flores, and Program Coordinators Balbas and Manibusan. The panel reviewed 7 applications and recommended the following:

SP	Application No.	Name of Applicant	Project Title/ Brief Summary	Amount Requested	Panel Recommendations
1	#2022-008	Guam Department of Education o CHamoru Studies and Special Projects Division	Silabrasion Gupot CHamoru 2022 – An annual celebration which highlight the CHamoru culture, through performances, traditional arts, culinary arts and more.	\$10,000.00	Eliminated - The Panel recommended that the application not move forward for Board consideration and action.
2	#2022-009	Guam Unique Merchandise and Art (GUMA)	Business of Art Training Entrepreneurial Program – The project is similar to a clearinghouse that assists artists on Gum through the business education aspect to include writing a business plan and marketing, etc.	\$10,000.00	The project is a successful one, having assisted many artists in establishing their business. The Panel recommended that the application move forward for final funding consideration by the Board. In the event funds limit the number of actual awardees, the panel ranked this application no. 4 in the order to be awarded.
3	#2022-010	Hagåtña Restoration and	First Annual Hagåtña Sirena	\$5,000.00	The Panel recommended that the application move

		Redevelopment Authority	Festival – Applicant proposes to start a new unique festival in our capital city that will highlight arts, CHamoru culture and using recyclables, having performances, and artist displays, etc.		forward for final funding consideration by the Board. In the event funds limit the number of actual awardees, the panel ranked this application no. 2 in the order to be awarded.
4	#2022-016	Natalie Bejado	Seafaring to the Past and Future – Applicant proposes to have an exhibit with music complimenting the artwork showcased.	\$10,000.00	The Panel recommended that the application move forward for final funding consideration by the Board. In the event funds limit the number of actual awardees, the panel ranked this application no. 1 in the order to be awarded.
5	#2022-026	Julius Sotomayer	Extra Rice – Applicant is proposing to do research for the short film and produce the comprehensive script.	\$5,000.00	The Panel recommended that the application move forward for final funding consideration by the Board. In the event funds limit the number of actual awardees, the panel ranked this application no. 3 in the order to be awarded.
6	#2022-029	Tiffany San Nicolas	STOKED - Shredding Stereotypes – Applicant proposes to do outreach specifically for girls involving skateboarding and introduce art type education to them.	\$10,000.00	The Panel recommended that the application move forward for final funding consideration by the Board. In the event funds limit the number of actual awardees, the panel ranked this application no. 5 in the order to be awarded.
7	#2022-030	Odyessa San Nicolas	Uki- Educational Resources for	\$10,000.00	Eliminated - The Panel recommended that the

			the Marianas – Applicant proposes to create 3-puzzles.		application not move forward for Board consideration and action.
--	--	--	--	--	--

Chairman Guerrero asked if any of these applications presented would be applicable to the ARP grant. Vice Chairman Certeza stated that applications #2022-009, #2022-010, and #2022-029 may be applicable to the ARP grants. He asked staff's assistance in verifying if these applications fall under ARP parameters. Director Flores stated that staff do that. Chairman Guerrero thanked Mr. Ronquillo and stated that Visual Arts would now be entertained.

**D. Visual Arts** – Mr. Zepeda, Visual Arts Chair indicated that his panel was comprised of a high school teacher/visual artist, a popular writer/visual artist and himself. There were 6 applications submitted under this category, however, 2 applications were ineligible because not all the required documents/materials were submitted. The panel reviewed 4 applications and recommended the following:

VA	Application No.	Name of Applicant	Project Title/ Brief Summary	Amount Requested	Panel Recommendations
1	#2022-003	Micronesia Climate Change Alliance	Second Life Project - Telling Tales with Trash: The project will involve k-12 students island-wide in a competition that will connect to the waste crisis by giving trash a second life and retelling local stories in new creative/artistic ways. The project will culminate with a photo exhibit at GPO of the sculptures created from recyclable materials during Earth Month 2022.	\$10,000.00	Panel felt that this was an established group with a good proposal. The application was written well and detailed, involves children and will benefit the community. This application was ranked #1 by the panel. Panel recommended funding of \$8,900.00
2	#2022-007	University of	University of	\$10,000.00	Panel recommended

		Guam	Guam 70th Anniversary Mural - The project is to create a mural that will be painted on a wall at UOG Calvo Field House in commemoration of the University's 70th Anniversary in 2022.		funding full funding of \$10,000.00. This application was ranked #2 by the panel.
3	#2022-0015	Yeon Park	The Healing Power of Art – Applicant is proposing to create her artwork to be showcased at CAHA, Guam Museum or virtual.	\$10,000.00	Applicant has received grants for numerous years. Panel felt that the project was more for the artist's self-improvement/ self-growth and recommended \$3,000.00 in funding support. This application was ranked #4 by the panel.
4	#2022-0017	Jan Iriarte	Metal Art depictions of the fishes of the Marianas – Applicant proposes to educate the children and produce a kinetic exhibit of fishes of the Marianas to be displayed at various schools in Guam.	\$10,000.00	Panel recommended funding full funding of \$10,000.00. This application was ranked #3 by the panel.

Chairman Guerrero asked Mr. Zepeda whether any of the visual arts applications could be recommended for the ARP grants. Mr. Zepeda responded #2022-0017. Chairman Guerrero thanked Mr. Zepeda for his report and indicated that the Performing Arts applications would be entertained next.

**E. Performing Arts** – Master Francisco Rabon, Performing Arts Panel Chair indicated that his panel reviewed 3 applications. The three projects have artistic merit and would impact the community. The panel recommended the following:

PA	Application No.	Name of Applicant	Project Title/ Brief Summary	Amount Requested	Panel Recommendations/ Comments
1	#2022-001	Breaking Wave Theatre Company, Inc.	Much Ado About Tâya' – Theatrical production	\$10,000.00	This application was ranked #1 by the panel, because the of the innovativeness and creativeness of the project, taking Shakespeare and infusing the CHamoru language in the play. The panel recommended full funding, with the stipulation that should they be denied funding that special preference be given to their application for ARP funding.
2	#2022-004	Guam Philharmonic Foundation Incorporated	Tumon Bay Youth Orchestra 2021 - 2022 Season – Music by the Bay in Tumon	\$10,000.00	This application was ranked #3 by the panel. The panel recommended full funding, with the stipulation that should they be denied funding that special preference be given to their application for ARP funding.
3	#2022-011	Margarita Dancel	Disney's FROZEN JR. RETURNS – Musical production.	\$10,000.00	This application was ranked #2 by the panel. The panel recommended full funding, with the stipulation that should they be denied funding that special preference be given to their application for ARP funding.

Master Rabon indicated that applications #2022-001 and #2022-004 would qualify for ARP funding. They are legitimate nonprofit organizations with 501(c)3 status. Their projects align with the CAHA mission of the promotion and preservation of the arts and have presented COVID back up plans. All 3 performing arts projects met the cash match and will impact the youth and young adults. Chairman

Guerrero informed that Board, that staff has brought to his attention that casting calls for auditions for Frozen Jr. has begun and been posted on social media since August, making application #2022-001, Margarita Dancel, Disney's FROZEN JR. Returns an ongoing project. Therefore, applicant is ineligible to receive funding support because the project was started prior to the FY 2022 project period which commences on October 1, 2021 and ends of September 30, 2022 and this disqualifies application #2022-001.

Director Flores stated that she calculated recommended funding amounts of the top 2 applications in each of the 5 disciplines, except for Performing Arts total \$66,000.00. The breakdown is as follows:

1. Folk Arts - #2022-002 Ulitao, Inc. (\$10,000.00) + #2022-024, Justin Green (\$3,000.00) = \$13,000.00
2. Media Arts - #2022-022 Kyle Mandapat (\$10,000.00) + #2022-023 Ruzelle Judicpa (\$8,000.00) = \$18,000.00
3. Special Projects - #2022-016 Natalie Bejado (\$10,000.00) + #2022-010, Hagåtña Restoration and Redevelopment Authority (\$5,000.00) = \$15,000.00
4. Visual Arts - #2022-003 Micronesia Climate Change Alliance (\$10,000.00) + #2022-007 University of Guam (\$10,000.00) = \$20,000.00

Note: Performing Arts' applicants #2022-001 and #2022-004 will be encouraged to apply for an ARP grant.

Mr. Zepeda clarified that the recommended amount for application #2022-003 should be \$8,900.00 instead of \$10,000.00 as Director Flores had indicated. CAHA funds cannot be use for cash prizes, so \$1,100 was eliminated from the budget. With that reduction, the panel recommended funding in the amount o \$8,900.00 for application #2022-003.

Vice Chairman Certeza recommended that funding for application #2022-010 be reduced from \$5,000.00 and that the funds focus more on artistry versus being used for logistical purposes He added that the value of this project is that it's different and they want to challenge the community by creating floats using recyclables and sustainable materials. The applicant could seek additional funding elsewhere.

Mrs. Kloppenburg stated since they are not mentioning names how would the Board know if there is a conflict. Director Flores responded that the members could refer to the FY 2022 grant listing that was distributed to the Board at the beginning of the grant process. She added that the list would be sent to the Board now. Mrs. Kloppenburg inquired about the fellowship application. Chairman Guerrero answered that it was included for funding support.

Mr. Ronquillo stated that the methodology was to fully fund the top 2 applications in each discipline which was the reason for the ranking.

Secretary Krise inquired whether applicant #2022-018, wants to reapply for an ARP grant. She stated that the hut building project was one of the best projects presented today and she is not comfortable with moving the application and suggesting that the applicant reapply for an ARP grant. Mrs., Kloppenburg echoed Secretary Krise's comments. Vice Chairman concurred with Secretary Krise. Ms. Bollinger stated that the applicant would need the in-kind and match and there is no guarantee that the applicant would want to apply for an ARP grant. Master Rabon expressed his concern on the sustainability of the project. He is aware of the applicant's skills, and recognizes importance of the transference of knowledge, but what will happen long term regarding the sustainability of the

individual conducting the apprenticeship program and organizations such as Gef Pa'go. Director Flores responded that this would have to be researched further. Mr. Ronquillo stated that grants are approved for the length of the project, and unfortunately, we can't keep track of everything after the project is completed. He added that he supports Secretary Krise and Mrs. Kloppenburg convictions to fund the hut building apprenticeship through the regular grants.

Chairman Guerrero stated that if the hut building apprenticeship with the other 2 folk art applications, the total for folk arts to \$22,000.00, along with media arts is \$18,000.00, special projects \$15,000.00, and visual arts \$18,900.00 bringing the total up to \$73,900.00. So, we are over by \$7,390. Ms. Bollinger and Secretary Krise suggested that the fellowship not be funded. Mrs. Kloppenburg strongly disagreed and asked that the fellowship for \$3,000.00 be reconsidered for funding.

At this time, Mr. Ronquillo recommended to fund ninety percent (90%) of the top 2 applications in each discipline, as well as, the hut building apprenticeship. That would bring the total over by \$510.00. Vice-Chairman Certeza recommended that the \$510.00 be taken from application #2022-010, Hagåtña Restoration and Redevelopment Authority for the 1<sup>st</sup> Annual Sirena Festival. Ms. Bollinger commented by underfunding a project by ten percent (10 %) across the board hurts the project and she would prefer one hundred (100%) funding support. Secretary Krise and Mrs. Kloppenburg concurred with Ms. Bollinger's statement. Several board members indicated that they had to leave. Mrs. Kloppenburg commented that more time was needed to discuss things further.

*Mr. Ronquillo moved to approve that the top 2 applications in each discipline be awarded ninety percent (90% of their funding request) including the hut building apprenticeship and that an additional \$510.00 be subtracted from application #2022-010, Hagåtña Restoration and Redevelopment Authority for the 1<sup>st</sup> Annual Sirena Festival which will meet the threshold of \$66,000.00. Motion seconded by Vice Chairman Certeza.*

*Chairman Guerrero called for the vote.*

*Ayes  
Vice Chairman Certeza  
Mr. Ronquillo  
Mr. Zepeda  
Mayor Gogue  
Master Rabon*

*Nays  
Mrs. Kloppenburg  
Secretary Krise  
Ms. Bollinger*

*5 in favor and 3 opposed.*

*Motion approved*

Chairman Guerrero asked what was the staff deadline to prepare the necessary documents for the grants. Program Coordinator Balbas stated that the staff needs to prepare the notification letters, contracts, and invoices, as well as, have the grantees sign the document by the end of September so that the routing of the documents to the appropriate agencies can begin.

Chairman Guerrero stated that maybe more grant workshops for the next cycle should be held next year to assist potential applicants and improve the grant process. Mayor Gogue mentioned that 2 panelists volunteered to assist and conduct some of the grant workshops. They will be able to provide valuable insight and guidance. This will assist applicants in preparing their application and preparing a realistic budget.

---

### III. Adjournment

---

With no further business to discuss, Mayor Gogue moved to adjourn the meeting at 5:50 p.m. Motion seconded by Vice Chairman Certeza.

CERTIFIED TO BE TRUE AND CORRECT BY:

\_\_\_\_\_  
Patricia Krise  
*Secretary of the Board*

\_\_\_\_\_  
Date

PREPARED BY:

\_\_\_\_\_  
Jackie Balbas  
*Program Coordinator IV*

\_\_\_\_\_  
Date

1 **GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**

2 Regular Meeting of the Board of Directors

3 3:06 p.m. Tuesday, October 26, 2021

4 In-person and via Zoom, Live Streaming on Facebook

5 I. CALL TO ORDER

6

7 The Guam Council on the Arts and Humanities Agency's October 26, 2021 Board meeting was called to order  
8 at 3:06 p.m. by Mr. Francis Guerrero, Chairman of the Board.

9 II. ATTENDANCE

10

11 CAHA BOARD MEMBERS

12 **In Person Attendance:**

13 Francis Guerrero, Chairman

14

15

16 **ZOOM Attendance:**

17 Simone Bollinger

18 Frank Rabon

19 Donna Kloppenburg

20 Max Ronquillo

21 Jessy Gogue

22 Patricia Krise

23 Rolando Zepeda

24

25 **CAHA MANAGEMENT AND STAFF:**

26 Sandra Flores, Acting Director (In person)

27 Jacqueline Balbas, Program Coordinator IV (Zoom)

28 Joey Manibusan, Program Coordinator I (In-Person)

29 Angie Taitague Program Coordinator III (Zoom)

30 Mark Duenas, Program Coordinator I (In-Person)

31

32 **ATTACHMENTS:**

33 ATTACHMENT 1: August & September 2021 Board Meeting Agenda

34 ATTACHMENT 2: Meeting Minutes for August 2021 & September 2021 Board Meeting

35

36

37 III. REVIEW AND APPROVAL OF MINUTES [Attachment 2]

38

39 Chairman Guerrero requested a motion to approve the August & September 2021 meeting minutes. Executive  
40 Director Sandy also mentioned that the minutes are for August 24, 2021 as well for review.

1 On the motion:

2 To move to approve the September 21, 2021 board meeting minutes by Board Member Jessy Gogue, and  
3 seconded by Board Member Donna Kloppenburg, subject with corrections. Motion carried unanimously.

4 To move to approve the August 24, 2021 board meeting minutes by Board Member Max Ronquillo, and  
5 seconded by Board Member Frank Rabon. Motion carried unanimously.

#### 6 IV. EXECUTIVE DIRECTOR'S REPORT – Director Sandy Flores

7  
8 Executive Director Sandy mentioned that it has been a very good year at CAHA since the last board meeting.  
9 September and October mark's the end of the Fiscal Year as you all know for many projects and grants for  
10 both local and federal government funding. Our staff have been very busy in managing this work in doing the  
11 the requirement reporting applying for FY 2020 refunds. So, I want to THANK Jackie, Joey, Mark and Angie for  
12 all the hard work. There's has been great thing's in the work's that we've been able to announce the  
13 applicant's we are going to fund the FY 2022. We been also able to offer applications for our new round of  
14 funding for the American Rescue Plan (ARP) and we're ready to launch our workshops for Creative Aging,  
15 which is setting the groundwork for multiple projects around the island and to the community. Tomorrow is  
16 the soft opening for CAHA new Gallery Space and we have funding for more robust lighting and happy to  
17 report that our budget provided for a \$60,000 thousand dollars of gallery fixtures and improvements as  
18 requested and will get even better. The exhibit currently shown is entitled "Our Time, Our Place, Our  
19 Resilience" and it features a variety of artist's and mediums that represents our island in art produced around  
20 the time of the pandemic. Mark Dell 'Isola has provided three large pieces produced as result of the current  
21 2020' CARE'S ACT Grant. Artist and CAHA board member Rolly Zepeda have contributed painting as well as a  
22 three-dimensional installation entitled "The Silent Warfare" We also had a loss at this time, Master Carver and  
23 former board member Frank Lizama passed away. We've been in conversation with the family and other  
24 government entities that want to mark his passing. And planning to install a tribute to Frank Lizama to the  
25 current exhibit and host signing a "resolution" in his honor on November 10, 2021 at 9:00 am at the CAHA  
26 gallery. We are really honored to do this and to show gratitude of Frank's Lizama's contribution to the  
27 traditional arts "Blacksmithing" on Guam. Amongst all these events and operational requirements. I want the  
28 board to be aware that CAHA is short staffed and in particular lacking an Administrative Officer. PC I, Joey  
29 Manibusan, is continuing to take on most of these tasks but it's not sustainable. And during his busy time all  
30 of us at CAHA will be learning new functions and taking part of the load. We are also reaching out to other  
31 agencies for help and they been very cooperative providing help when they can. I ask the board to be aware  
32 of the situation and to have patience with us at this time. "The Board chair asked about the announcement of  
33 a new position" the director responded that it will take new funding but the new full-time position may not  
34 be filled until Spring 2022. On a positive note, that we expect the ARP operational funding to be announced  
35 any day now and in a couple of weeks after that, there should be funds available and we can expect some of  
36 the funding to include support staff, a new vehicle and new podcast equipment and all with the goal of utilizing  
37 the new space to its fullest. In addition, two things we are working towards are: establishing the rules to utilize  
38 the percent funds and been working with the AGs office to accomplish this in an estimated 6 months' time.  
39 We are pursuing a design and proposal for a dedicated building for the Arts & Humanities on Guam in the next  
40 five years. So, I feel that CAHA has turned a corner as are now able to offer more to our new space.  
41 Unfortunately, our pace is slowed a little due to our staffing challenge, however I'm really encourage by the  
42 team spirit of our staff and I am confident that I will continue to move forward in bigger and better ways and  
43 really thank the board for their consistency.

44

1 FINANCIAL REPORT

2

3 Program Coordinator I Joey Manibusan. Unfortunately, the AS400 accounting system experiencing problems;  
4 A reconciliation report is needed for all expenditures for FY 2021. The FY 2022 accounts are open for CAHA's  
5 federal grants, ARP grant, and also The Guam Territorial band got \$45,000 for this fiscal year. Hopefully, on  
6 the next report will be clear.

7 OLD BUSINESS:

8 Chairperson Guerrero wanted to address ratification on the grant extension:

9 1. Ratification:

10

11 a. Sagan Kuturan Chamorro: Ratification on E-vote: Extension to October 31, 2021 to get in his  
12 final report. Motion was made:

13 On the motion, to approve Sagan Kuturan Chamorro grant project extension to October 31,  
14 2021 by Member Max Ronquillo, seconded by Joey Certeza, no discussions, no objections.

15 2. Grants:

16

17 **Staff: Mark Duenas on grantees status report:**

18

19 FY 2020; pending- Grantee Austin Domingo – extended until January 14, 2022.; Grantee .  
20 Antonio Azios: November 1, 2021;

21

22 FY 2021; University of Guam Press- pending final report; GDOE; Chamorro Studies grant  
23 request approved until December 21, 2021; Farmer's Cooperative Association of Guam – Final  
24 report pending; Margarita Dance- Final report received; Mervin Tamayo – Extended until  
25 September 25, 2022.

26

27 **Staff: Joey Manibusan on grantees status report:**

28

29 CARE'S ACT GRANT: period ending December 31, 2021 - Six grantees completed their projects  
30 out of the twenty recipients. Out of the six, five have submitted their final report. One has  
31 completely closed out. All recipients are all on track.

32

33 Member Max Ronquillo, inquired about the filling deadlines to agency is due on December 31,  
34 2021. However, as per Jackie Balbas, this particular grant period process is not due until  
35 September 2022, and all final report are due by the grantees by that time.

36 NEW BUSINESS:

37 a. GDOE: Extension to December 31, 2021. Motion was made:

38 On the motion, to approve GDOE extension to December 31, 2021 by Member Max Ronquillo,  
39 seconded by Member Jessy Gogue, no discussions, no objections.

40 b. Current ARP application process – Staff Jackie Balbas report: Announcements for the ARP  
41 Grants information went out to the social media outlets. The deadline for the submission is  
42 on Sunday, October 31, 2021 at 11:59 pm via [grants@caha.guam.gov](mailto:grants@caha.guam.gov) email address. Already

1 received some applications. Some applicants have tendencies to wait until the last minute for  
2 submission to CAHA. Per Chairman Guerrero, to make sure that we reach out to those who  
3 was not awarded from the NEA FY 2022 grant cycle period. Executive Director, Sandy reported  
4 on the timeline for the ARP grant cycle. She mentioned board wanted clarification. As per  
5 Jackie Balbas, all was sent out along with the official announcement on September 30, 2021.  
6 All applications are due on October 31, 2021. The material will be forwarded to the board  
7 after November 1, 2021 for board panel review. All applications will be grouped and  
8 categorized and be sent to the perspective panel members. This will be reviewed and  
9 discussed on the next board meeting on the November 23, 2021 for the approval and the  
10 announcements for the awardees. We would like to announce the awards by December 1,  
11 2021, so that the grantees start and will have until September 30, 2022 to complete.

12  
13 c. Assignment of panels for ARP grant applications

14  
15 Chairman Guerrero, since it's the same disciplines and all panels are established for the NEA  
16 grant. He's proposing to stick to the same panel members and reach out your panel member  
17 and ask for to serve on more time. Member Krise, will be off island and request that Donna K  
18 can take over the underserve panel. (Donna K agreed) Member, Joseph Certeza, asked if Max  
19 R. can take the lead. Board member, will be planning to put his letter of resignation for as  
20 CAHA board member, which he will be applying for CAHA grants in the future. (As per Max he  
21 agreed) As per Max's inquiry about how much funding for the ARP that CAHA received and  
22 what was happening to the remaining funds. As per Chairman Guerrero, 123,000 was awarded  
23 and what been happening for art and education and underserve. The process for those who  
24 applied which there were surplus funds. The CAHA staff puts together other projects for CAHA  
25 using those funds for those purposes. Fork Art, this is the first time require specific funding to  
26 be set aside. This will circle back for the usage of the funds on new projects. As per Jackie  
27 Balbas, as per NEA, the money that was given as to start up a Folk Arts 3-year plan program.  
28 So, we can't be used for other projects. Already has been in place and was submitted to NEA  
29 in that matter. Chairman Guerrero, inquired about the surplus on ideas regarding the  
30 underserve and the art and education funding. As per Jackie Balbas, there are ideas in placed.  
31 As per Simeon Bollinger, stated that for Folk Arts Donna will not be on that panel and that she  
32 needs another panelist. Donna K stated that will still help out for that panel.

33 ANNOUNCEMENTS:

34 Executive Director Sandra Flores made the following announcements:

35 November 8, 2021 is Frank Lizama's funeral services. CAHA wanted to contribute a wreath  
36 and if the CAHA board would like to be a part and after the meeting to pay through a pay-pay as an  
37 option.

38 1. November 10, 2021 resolution event an CAHA at 9:00 am. We are still getting  
39 guidance; the idea is to have a safe gathering with a merenda style and we are in cooperation  
40 with Senator Regill and Speaker Therese Terlaje office and if all want to participate and  
41 connection with CAHA.

42  
43 New Bank Account in process:



**GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**

*(Kahan I Kutturán Guahan)*

P.O. Box 2950

Hagåtña, Guam 96932

---

**RESOLUTION NO. FY2022-001**

---

**RELATIVE TO CLARIFYING THE AUTHORITY GRANTED TO THE DIRECTOR OF THE GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY (CAHA) IN THE ESTABLISHMENT OF “REVOLVING FUND” ACCOUNT(S) FOR REVENUES COLLECTED AND/OR ACCEPTED BY OR ON BEHALF OF THE GOVERNMENT OF GUAM, FOR THE SPECIFIC PURPOSE OF SUPPORTING THE MISSION AND/OR OPERATIONS OF CAHA, IN ACCORDANCE WITH EXECUTIVE ORDERS AND THE LAWS GOVERNING THESE REVENUES THAT DIRECTLY SUPPORTS CAHA.**

**WHEREAS**, Executive Order 84-3 authorized and provides the general guidelines pertaining to the establishment of a Revolving Fund for the Guam Council on the Arts and Humanities Agency (CAHA), which has been the current template used by CAHA; *and*

**WHEREAS**, the Guam CAHA, over the years, has established multiple Revolving Fund accounts in support of different CAHA Sponsored programs, and that these accounts are currently with the BANK OF GUAM, as follows:

1. Guam Council on the Arts and Humanities Agency – Account No. 0101-304902,
2. Festival of Pacific Arts – Account No. 0101-300627,
3. Percent for the Arts – Account No. 0101-339916; *and*

**WHEREAS**, with a growing revenue stream under the *Percent for the Arts* program, the CAHA **Board** has determined that “unobligated” collected revenues should be deposited in to an “**Interest Bearing**” Revolving Fund saving account, until such time as the **Board** of Directors approves the obligation and disbursement of these funds, which will then be transferred back to the program’s checking account for disbursement; *and*

**WHEREAS**, with the recent appointment of a new Director to CAHA, **Board** action has been requested in authorizing these new employees to assume the duties as “signatories” of the established Revolving Fund accounts, in accordance with Executive Order 84-3; ***NOW THEREFORE BE IT***

**RESOLVED**, that the **Board** approves and reaffirms, in accordance with Executive Order 84-3 and 5 GCA Chapter 85, Section 85104, that the following positions within the Guam Council on the Arts and Humanities Agency (CAHA) are designated to be “authorized signatories” for all Revolving Fund accounts:

1. Executive Director; and
2. Chairman of the Board; and
3. Program Coordinator IV; *and be it further*

**RESOLVED**, that the following person(s) are assigned as the “new” signatories for all CAHA Revolving Fund accounts:

1. Sandra S. Flores , Executive Director; and
2. Francis Guerrero, Chairman of the Board; *and be it further*

**RESOLVED**, that the following person remains as an authorized signatory for all accounts:

1. Jacqueline Balbas, Program Coordinator IV; *and be it further*

**RESOLVED**, the following person is to be removed as an authorized signatory for all accounts:

1. Angie Taitague; *and be it further*

**RESOLVED**, that the “authorized signatories” will continue to comply with all Executive Orders and applicable laws governing these Revolving Fund accounts, to include, but NOT limited to the endorsement of two (2) authorized signatures on all issued checks; *and be it further*

**RESOLVED**, that the Director of CAHA is ordered to establish an “**Interest Bearing**” Revolving Fund Savings Account and to transfer unobligated *Percent for the Arts* funds, not to exceed Eight-hundred Thousand dollars and no-cents (\$800,000.00), in to this savings account, unless otherwise approved by the Board, via a duly adopted Resolution.

**DULY ADOPTED AND RECORDED AT A REGULAR BOARD MEETING ON THE 23<sup>rd</sup>  
DAY OF NOVEMBER 2021.**

\_\_\_\_\_  
Francis Guerrero, Chairman of the Board

\_\_\_\_\_  
Joseph Certeza, Vice-Chairman of the Board

\_\_\_\_\_  
Patricia Krise, Secretary of the Board

**GRANT: CAHA CARES Act FY 2020**

**GRANTEE: Guampedia, Inc.**

**POC: Rita Pangelinan Nauta, Managing Director**

**Funds Awarded: \$ 10,000**

**Funds Paid Out: \$ 7,500**

**Remaining-to-be-paid: \$ 2,500**

**CAHA CARES ACT GRANT PROPOSAL:**

To collaborate with artists and cultural producers that are registered with CAHA's Artist Directory to assist in marketing and selling through the Guampedia Online Marketplace.

**CURRENT STATUS:**

The online component (online marketplace) has been revamped, however, outreach component has been delayed due to staff health issues (online gift shop manager and Managing Director) that has exacerbated over the last two months.

**REQUEST:**

Rita Pangelinan, Managing Director, Guampedia, is requesting a 3 month extension from December 31, 2021 to March 31, 2022. Rita assures that the 3 month extension will give ample time to complete project in entirety.