

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
May 16, 2019 – 3:00 pm
Guam Museum Conference Room, Hågatña
A G E N D A

- I. CALL TO ORDER
- II. REVIEW AND APPROVAL OF MINUTES April 18, 2019
- III. PRESIDENT's REPORT
- IV. NASAA Board Member Report Updates – Monica Guzman
- V. OLD BUSINESS
 - A. Percent for the Arts
 - 1. Update on Building Permits for % for the Arts
 - 2. Update - % for the Arts Regulations & Guidelines Amendment - Triple "A" Process
 - 3. Update – Current Projects
 - a. GCEF – TASI
 - b. GRMC
 - c. Guam Congress Building (Legislature)
 - d. Ken Corporation
 - e. Pending: GIAT (Airport), GCC, UOG, GHURA
 - B. Masters Program and Policy
 - C. FestPac 2020
 - D. Guam-Micronesia Island Fair
 - E. CAHA FY 2020 Grant Cycle
 - F. Sub-Committee updates on Gallery and Art Bank Program & Artists' Membership Program
- VI. NEW BUSINESS
 - A. Guam Trademark Commission
 - B. Cara Mays - Project Period Extension
- VII. BUDGET REPORTS
 - A. FY 2019 Appropriation Accounts
 - B. CAHA Non-Appropriation / Revolving Accounts
- VIII. OTHER ANNOUNCEMENT & DISCUSSIONS
 - A. Next Board Meeting June 13, 2019
- IX. ADJOURNMENT

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY
Regular Board Meeting
April 18, 2019

I. CALL TO ORDER

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:13pm by Chairperson of the Board, Francis Guerrero. Board members present were Joseph Certeza, Francisco Lizama, Frank Rabon, Fanai Castro. Absent was Vice Mayor Chris Fejeran. Also present were Program Coordinators Jackie Balbas and Angie Taitague and Administrative Officer Sherrie Barcinas.

II. REVIEW AND APPROVAL OF MINUTES DATED

Mr. Lizama moved to approve the board meeting minutes of February 26 and March 19, 2019 subject to any corrections to be made. Motion seconded by Mr. Certeza.

UNANIMOUSLY APPROVED

III. PRESIDENT'S REPORT

Due the President attending another meeting, CAHA Staff Balbas reported on behalf of President Arceo.

President Arceo was Head of Delegation for the 38th Flame Tree Arts Festival held April 11-14, 2019 at Civic Center in Susupe, Saipan. The President was part of a four (4) member delegation which included Master Blacksmith Frank Lizama, Simeon Palomo (Floral Arts) and Vince Salas. There was no CAHA funding to send the delegation, all delegates paid for their own airfare. The Commonwealth of the Northern Mariana Islands provided hotel accommodations, ground transportation and dinner for the delegates. Overall the event was successful and CNMI welcomed the Guam Delegation with open arms and were very hospitable. The President met with Mr. Parker Yobei, the Director of the Commonwealth Council on Arts and Culture and Mr. Robert Hunter, Secretary of the Department of Community and Cultural Affairs on the possibility of having future collaborations.

CAHA has been requested to coordinate artists participation at the upcoming 31st Guam-Micronesia Island Fair. A call out has already been made to CAHA's membership list and the deadline to register is April 26, 2019. CAHA registered artisans pay a lower registration fee than other vendor categories. The fair will be held on May 29 to June 2, 2019 at the Plaza De Espana with hours of operation on Wednesday through Saturday 10am – 9pm and Sunday 10am – 6pm. The Masters will be allotted one (1) 20 x 20 tent. CAHA is allotted fourteen (14) slots at an area of 10 x 10 each. CAHA is only accepting applications at this time with no payments. The applications will be brought before a review committee who will make the final decision on the artists who will be participating.

CAHA is also coordinating the 75th Guam Liberation Children's Art Contest with the theme being "Legacy of Peace and Friendship 1944-2019". A call out was sent to all public and private schools with three (3) categories. Category 1 - grades 3rd to 5th, Category 2 – 6th – 8th, and Category 3 – 9th to 12th. Only one (1) winner will be selected from each category with a cash prize of \$300. The display of the artworks has yet to be determined. The schools are only allowed to submit five (5) entries from each school.

The 13th Festival of Pacific Arts will be held on June 10-21, 2020 in Honolulu, Hawaii. President Arceo received a letter from the Governor appointing the President as the Head of Delegation. A

meeting is scheduled with Senator Marsh to establish a task force plan and organize Guam's participation at FestPac. The FestPac appropriation will be discussed at the meeting.

The President is still seeking a solution for gallery and office space for CAHA as CAHA's current location is only suppose to be for repository of artifacts. Chairperson Guerrero then stated that he had suggested the Latte of Freedom since there's not much tourism which the Guam Museum Foundation agreed and would like to return the facility back to the Department of Chamorro Affairs. CAHA Staff Barcinas stated that the suggestion was brought to the President's attention. Chairperson Guerrero questioned what's the board's involvement in seeking gallery and office space for CAHA. The board would like to know what the plan would be moving forward should the board need to act on such issue if necessary.

Mr. Rabon stated that he was concern of CAHA's placement as it serves as the designated agency for FestPac and other matters relative to the arts. The National Endowment for the Arts provides funding for CAHA to assists the artists and provide grants, there should be a value placed on the agency and not the constant move. A meeting is set with Lieutenant Governor Tenorio and the issue will be brought up to find a space for CAHA.

IV. OLD BUSINESS

Reporting on the following is CAHA Staff Jackie Balbas.

A. Percent for the Arts

1. Update on Building Permits for % for the Arts

CAHA Staff Taitague continues to receive reports from the Department of Public Works on the building permits listing on a regular basis.

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

The last Ad Hoc meeting was held on March 28, 2019 at the Guam Public Library. A representative from Senator Kelly Marsh's office was present at the meeting. All the concerns were brought forth to the representative and CAHA will be working with Senator Marsh's Office to amend the legislation. Chairperson Guerrero requested to follow up with Senator Marsh's Office on the amendment as this must be in place before the new rules and regulations are brought forth for a public hearing. In addition, if CAHA needed to lobby as it relates to the weaknesses of the law that requires to be changed to be voiced, that they Board would be in the position to do so.

Mr. Rabon stated that the Board should be in agreement whereas any amendment to CAHA programming laws become effective regardless if the board exists or not. The amendment of the law should be written where any future board shouldn't make any changes as the change is being done to benefit the agency and the project(s) it oversees. This will prevent board members from honing in on their specific agendas which the board should be cognizant of.

Chairperson Guerrero reiterated that the purpose to amend the Percent for the Arts Law is to strengthen what has already been created making the program more effective with the proposed changes for continuity purposes.

3. Update – Current Projects

a. GCEF

A letter had already been prepared by CAHA Staff Taitague and sent to the President for review. The letter addresses terminating the contract with TASI with no further payments to be made. Chairperson Guerrero stated that there was discussion that the project be reviewed by the contractor and if there was any other work that needed to be done to bring the works up to standard. CAHA Staff Balbas

then stated that the balance on funds to continue the work has yet to be rectified and whether the current contractor will be utilized or outside vendor has not been determined. Chairperson Guerrero then questioned where funds would come from should the work to be done exceeds the funding available. CAHA Staff Balbas stated that may be entertained in another discussion. Chairperson Guerrero requested that the President be made aware should this situation arise.

b. GRMC

The President met with representatives from GRMC in which they have requested that the balance of \$900,000 be dedicated towards programming. However, the agreement was specific in which the cash balance goes to CAHA and the \$500,000 be dedicated to programming. A draft response is being prepared for the President's review to be sent to GRMC that the terms and conditions are clearly stated in the contract. GRMC would like to have a say on how the monies are spent and connect the name GRMC to programming.

Chairperson Guerrero stated that there is no where in the law that states that the complying entity shall be acknowledged or that they could dictate how the funds are spent and is assumed that this is clearly stated in the response letter.

Mr. Rabon requested clarification on CAHA issues requiring board actions whether it goes before the Dept. of Chamorro Affairs Board or CAHA Board. Chairperson Guerrero clarified that CAHA and DCA has been operating separately with two different boards. Due to no Executive Director for CAHA, by virtue, the DCA President serves as the Director of CAHA. Therefore, as the President addresses CAHA issues, they are addressed under CAHA as opposed to DCA. It is recommended to seek what the administration's intention is for CAHA moving forward and clarification that the President is wearing separate hats for each agency.

c. Guam Congress Building (Legislature) – Status Quo

d. TNN Corporation – Status Quo

e. Pending: GIAA (Airport), GCC, UOG, DOE & GHURA – Status Quo

B. Masters Program and Policy

Due to Dr. Michael Bevacqua's nomination as Chair to the Ad Hoc Committee, the committee will wait on the reappointment of Dr. Bevacqua to proceed in addressing amending the law. At this time there are only two (2) provisions in the law that the committee would like to address to solidify. Once this is in place, the committee will focus on its policies and procedures.

V. NEW BUSINESS

A. Confirmation of Dr. Michael Bevacqua

CAHA Staff Barcinas reported that Dr. Michael Bevacqua was not confirmed by the Legislature. There was no committee report transmitted after the public hearing. In addition, Senator Terlaje was requested that all board member confirmations are to be placed on hold. With the advise by Governor's Legal Counsel, Dr. Bevacqua would have to be reappointed to the board and go through the whole process again.

Due to the non confirmation of Dr. Bevacqua, the CAHA Board would have to take action on the items motioned and approved by Dr. Bevacqua in the past two (2) board meetings.

Chairperson Guerrero recommended a blanket motion to the motions made by Dr. Bevacqua that were unanimously approved.

Mr. Certeza motion to take on Dr. Bevacqua's motions either first or second during the board meetings of February 26 & March 19, 2019. Motion seconded by Mr. Rabon.

UNANIMOUSLY APPROVED

Chairperson Guerrero stated for the record that the motions that Dr. Bevacqua did put forth either it be first or second were already unanimously carried by the board in the previous meetings so there was never any objection to the content itself.

B. Potential list of new board members

The board recommended Dr. Michael Bevacqua to be reappointed.

The total number of seats for board members of CAHA is 13. After some discussion, the board recommended the following:

Matt Cruz c/o Jackie Balbas
John Ibanez
Michelle Blas c/o Joey Certeza
Tricia Lizama c/o Frank Lizama
Kaz Endo c/o Chairperson Guerrero

The board is also seeking for members with legal background and in the private sector. Chairperson Guerrero requested that the board confirm with those individuals they've recommended to sit on the board and to provide other recommendations by April 26, 2019.

C. FestPac 2020

Chairperson Guerrero had a meeting with Senator San Agustin who is Chair of Budget & Finance at the Legislature regarding the arts and FestPac was brought up. Senator San Agustin stated that he has not seen a request for appropriation and recommended that such request be submitted asap as the Legislature is currently working on Budget. There are two (2) items for CAHA to start on:

1. Make contact with Senator Marsh's Office to assist in drawing up Bill for FestPac appropriation and for Senator San Agustin to co-author.
2. Determine the cost for 100 delegates and present appropriation request based on high end cost for full funding

Chairperson Guerrero expressed that CAHA should have representation in most if not all disciplines as it not only showcases the Guam artists but our culture. In addition, to resolve the residency issue since there are CHAmoru's in the mainland and Hawaii who would like to participate.

Mr. Rabon stated that for wanting to participate from off-island, they must travel to Guam to become a delegate. In the past, participants moved back to Guam and trained with the Guam delegates in order to become part of the delegation.

Chairperson Guerrero requested that Mr. Rabon take the lead on the residency issues pertaining to FestPac since he is the most experienced board member. As CAHA awaits FestPac appropriation, the board has the opportunity and the time to review the delegate application for any changes to be made as the lead agency.

Mr. Rabon stated that the airfare is most costly to send a delegation. Lodging, meals and ground transportation are provided by the hosting country. After some discussion on travel with the airlines vs. charter, Chairperson Guerrero stated that the goal is to provide Senator Marsh and Senator San Agustin an appropriation figure at a high end cost but in the meantime, to look into other options should CAHA not receive full funding.

Chairperson Guerrero stated that Mr. Rabon will assist CAHA in its delegate application form and process.

D. FY 2020 Proposed Budget

CAHA Staff Barcinas reported that its initial budget request of \$860,000 had been submitted to the Bureau of Budget & Management Research which included funding a Program Coordinator II and a Director position. However, the total budget ceiling for CAHA was \$690,826. Of the total amount, \$394,126 is the local budget ceiling funding from Tourist Attraction Fund which is the match to the federal funds of \$296,700.

The proposed budget based on ceiling amount is broken down as follows:

Salaries & Benefits: \$400,933
Contractual: \$38,462
Rental: \$80,852
Supplies & Materials: \$6,007
Equipment: \$570
Subrecipients: \$160,000
Utilities: \$4,002

CAHA Staff Barcinas stated that she had expressed concern with the Budget Office that the ceiling amount of \$394,126 does not cover the full amount of salaries and benefits as the match to federal grant. Although this amount is overmatched from federal funds of \$296,700, the difference between the full amount needed to cover salaries and benefits are then absorbed by the federal funds.

Upon review of the funding sources and its breakdown, Chairperson Guerrero stated that possibly the template on spreadsheet should then reflect which line items are funded under Special Fund and those under Federal Match in order to have a clearer picture of its fund source and specific amounts. If in fact federal funds does not allow to be utilized for salaries and benefits, those terms and conditions in the guidelines should be attached to the budget to justify a shortfall and that the federal match column of the budget template should reflect "zero".

After some discussion and questions on how the budget template should reflect the shortfall, CAHA Staff Barcinas recommended submitting a cover sheet to include actual documentation from the grant outlining how the program budget is matched.

For clarification, Chairperson Guerrero stated that the board has never been requested to sign off on any budget and have been done through the government then given to the board and CAHA administrators. The only involvement the Board has is to approve how CAHA decides to spend the money which technically removes the board from the liability of this budget. However, CAHA could be liable if the federal grant states that funds could not be used for personnel and reporting that funds were used for this purpose places CAHA at risk for receiving future funding. The local government somehow needs to be made aware of what the federal requirements are.

VI. BUDGET REPORTS

Reporting on the following is CAHA Staff Barcinas

A. CAHA FY 2019 Appropriation Accounts – Status Quo to previous reporting

B. CAHA Non-Appropriation / Revolving Accounts – Status Quo to previous reporting

VII. OTHER ANNOUNCEMENTS & DISCUSSIONS

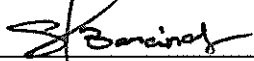
Next Board Meeting scheduled for May 16, 2019

VIII. ADJOURNMENT

With no further discussion, Mr. Certeza moved to adjourn the meeting at 4:50pm. Motion seconded by Mr. Rabon.

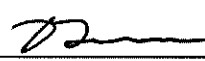
UNANIMOUSLY APPROVED

Minutes prepared by:



Sherrie A. D. Barcinas
Administrative Officer, Guam CAHA
Div. of Dept. of CHamoru Affairs

Attested to be true and correct by:



Francis Guerrero
Chairperson, Guam CAHA Board of Directors
Div. of Dept. of CHamoru Affairs

REPORT TO THE GUAM COUNCIL ON THE ARTS AND HUMANITIES
BOARD OF DIRECTORS MEETING
By Monica Okada Guzman, NASAA Board Member
Thursday, May 16, 2019 • 3:00 p.m.

- NASAA Board meeting, Washington DC, May 1-3
- Board minutes can be made available
- Highlights:
 - Advocacy on the Hill
 - Meeting with staff of Congressman San Nicolas
 - Meeting with Congressman Kilili
 - Brief discussion with Congresswoman Radewagon
 - Acting NEA Chair Mary Ann Carter
 - Will be in Japan, summer 2020 and will make stopover in Guam
 - Michael Orlov, NEA
 - Discussion with Hawaii to assist with FestPac
 - Suggested they also approach Interior (funded AmSam Festival)
 - Assembly in Puerto Rico, 2020
 - Regional Arts Organizations Report
 - Reminded Board of goal for regional organization for territories, Mary Margaret Schoenfield, Director of US Regional Arts Organization and Pam Breaux to assist in development. Pam to discuss with NEA on structure.
 - Suggested to have formal organization launched in PR
 - 2018 Assembly, Baltimore – Informal meeting of territories (Guam, American Samoa, Northern Marianas, Virgin Islands, Puerto Rico)
 - 2019 Assembly, Rhode Island – should have more formal meeting
 - 2020 Assembly, Puerto Rico – Launch
- 2019 Board meetings:
 - ~~Feb TelCon~~
 - ~~May In-person meeting – NASAA funded~~
 - August TelCon
 - September, NASAA Assembly, Providence, Rhode Island – Self Pay
- NASAA Work:
 - Member, Earned Income Task Force.
 - Member, Development Committee

Respectfully Submitted,

MONICA OKADA GUZMAN
National Assembly of State Arts Agencies
Board of Directors

May 1, 2019

Mr. Mark Dueñas and CAHA Committee Members
Guam Council on the Arts and Humanities

Håfa Adai Mr. Duenas and CAHA Committee Members,

MID PROJECT REPORT AND REQUEST FOR EXTENSION

I'm writing to request an extension for my 2019 short film Grant Project **My Grandma the Sun**. The new contract for this project was not signed until recently and to date, no funds have been received. Unfortunately, I am not in the position to self-fund this project so I have not jumped into this project as it has been unclear until very recently when and if funding for this project was still available. I am very much still committed to and interested in Pending the receipt of the first check (which I understand should arrive sometime in May, I plan to adjust the timeline of this project with completion (and final report) in September 2019.

However, the activities that I've completed are as follows:

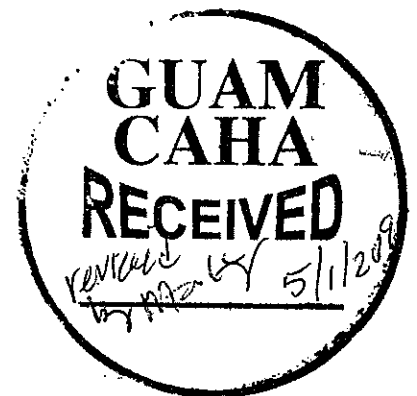
1. December 2018 - Informal research through conversations with family
2. January 2019 - Script work
3. March 2019 - Script work

I conducted informal interviews and conversations with family members back in December 2018 for script purposes, and am attaching the structure of a draft script which is bare bones right now.

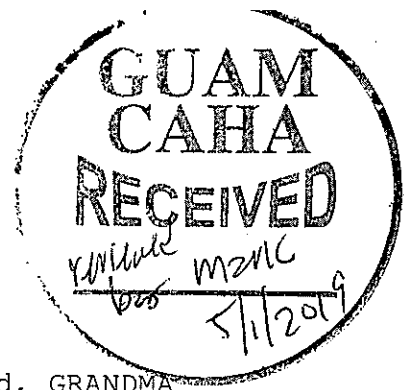
In consideration of the contract and funding delays, I hope that you will consider my request for extension. I commit to having this project complete with a report turned into CAHA by the end of September. I appreciate your consideration and apologize for any inconvenience. If you have any questions, please give me a call at 929-8400.

Kon Respetu,

Cara Flores Mays



MY GRANDMA THE SUN
a short film by Cara Flores



INT SETTING - NIGHT

80's island style living room, TV flickers in background, GRANDMA seated in rattan style chair in center of room. KIDS and several parents seated around GRANDMA on guåfak on floor and couches, watching the end of a soap opera. As credits roll, sound fades into background and voices become more distinct

PARENT 1

Ok mom, we're going to go home now. I'll pick you up tomorrow at 10, ok?

GRANDMA

Nangga, sa malagu bei fanaitai antes di mandingu.
(loudly) Maila! Come all of you! We're going to pray before you leave. (pause) Hurry up! Days of Our Lives comes on at 9!

Children scramble from all around. The parents gather. GRANDMA sits in her chair and waits until everyone is kneeling around her and then she kneels too, checking to make sure that everyone has closed eyes before she begins.

GRANDMA

Dear Lord, we come to you tonight to say thank you for ...

As her prayer continues, the grandchildren sneak off under the coffee table. They initially make faces at each other and stifle laughter. All of their interaction is silent with immediate soft noises of stifled laughter and slight shuffles and the background of GRANDMA's long prayer. They then start silently tracking how many times GRANDMA says "Lord" in her prayer. As GRANDMA begins the "Our Father", she reaches under the table and waves her slipper around. The children dodge the slipper and start saying the prayer as they each hurry back to their places, just in time to complete the prayer. They get into a circular line and kiss GRANDMA and their parents and the scene closes out with them in circle around her in fanginge' or waiting to fanginge'.

FY2019 CAHA Appropriation - As of: 05.16.2019 (Local / Federal Match Account)

General Fund	Total			Unallotted	
	Appropriation	Expenditures	Encumbrance	Available	Monthly Release
Salaries	296719	191837.6		\$ 18,995.40 +	\$ 85,886.00 =
Benefits	107944	67920.55		\$ 8,390.45 +	\$ 31,633.00 =
In Direct Cost					\$ 144,904.85
					\$ (148,826.20)
					\$ (3,921.35)
Anticipated Salaries/Benefits Expense till end of fiscal year:					
Operations					
Travel					\$ -
Contractual	37000		13429.84	\$ 23,570.16 +	\$ 23,570.16
-Post Advertisement					
-PDN					
-Post Subscription					
-Website Service					
-Xerox					
-Network					
Office Space Rental	34400	13475.4	0	\$ 20,924.60	\$ 20,924.60
Supplies	4737	1265.99	293.97	\$ 3,177.04 +	\$ 3,177.04
-Benson					
-ERC					
-Home Center					
Equipment					\$ -
Sub Grants	112600	42800	32800	\$ 37,000.00 +	\$ 37,000.00
Miscellaneous					\$ -
Telephone					\$ -
	\$ 593,400.00	\$ 317,299.54	\$ 46,523.81	\$ 112,057.65	\$ 117,519.00
					\$ 80,750.45
					\$ (37,000.00) Subgrants
					\$ (10,500.00) Reprogrammed declined subgrants
					\$ (3,177.04) Supplies
Balance after anticipated expenses:					\$ 30,073.41
					Anticipated Staff Retirement

FY2019 CAHA Appropriation - As of: 05.16.2019 (Local Overmatch Account)

General Fund	Total			Unallotted	
	Appropriation	Expenditures	Encumbrance	Available	Monthly Release
Contractual	21053	7698	6734	\$ 5,813.00 +	\$ 808.00
Telephone	3000	1550.94	1064.79	\$ 384.27 +	\$ -
Miscellaneous	24053	9248.94	7798.79	\$ 6,197.27	\$ 808.00
					\$ -
					\$ 7,005.27
					\$ (4,947.50)
					\$ (1,230.10)
					\$ (531.85)
					\$ 989.50 x 5mos (Xerox)
					\$ 246.02 x 5mos (Tel.)
					\$ 106.37 x 5mos (DSL)
Balance:					\$295.82

NON-APPROPRIATED / REVOLVING ACCOUNTS

05.16.2019

Revolving Fund Account

Balance on Register as of 05.03.2019	\$	8,736.53
2017 Arts & Humanities Month	\$	(3,778.96)
2018 Arts & Humanities Month	\$	(650.89)
Actual Balance to Date	\$	4,306.68

% for the Arts Account

Previous reported balance as of 01.18.2019	\$	312,885.75	
		(+)	(-)
		\$	\$
Balance to Date:	\$	312,885.75	-

Status Quo

FESTPAC Account

Balance to Date	\$	23.00
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Status Quo

Remarks