



**GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY**  
**Regular Board Meeting Wednesday October 9, 2024 at 3:00 pm**

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
  - May 14, 2024
  - July 2024 Meeting held August 1, 2024
  - August 22, 2024
  - September 17, 2024
- IV. Executive Directors Report
- V. FESTPAC 2024 Report
- VI. Board Action
  - FY-2025 Revolving Fund Budget Review/Approval
- VII. Old Business
  - TCD Investments
  - Maga'haga Awards (March 2025)
  - Masters Recognition Program
  - 2025 NEA Grant Awards
  - Strategic Plan Update
  - Percent for the Arts
    - i. Revised Guidelines
    - ii. GIAA & Bio Lab
- VIII. New Business. None.
- IX. Announcements
  - Next Regular Mtg: Tuesday, November 12, 2024 @ 3pm

Adjournment



GUAM COUNCIL ON THE ARTS & HUMANITIES AGENCY  
*Kahan I Kutturán Guahan*  
P.O. Box 2950 Hagatna, Guam 96932  
Ph. (671) 300-1204-08 Fax. (671) 300-1209

## **GUAM COUNCIL ON THE ARTS AND HUANITIES AGENCY**

### **Regular Board Meeting Minutes**

**May 14, 2024**

#### **I. CALL TO ORDER:**

**The Guam Council on the Arts and Humanities Agency's regular board meeting called to order at 3:09 pm by Chair of the Board, Monica Guzman.**

#### **II. ATTENDANCE:**

**Board Members in Person: Monica Guzman (Chair), Donna Kloppenburg (Secretary), Simone Bollinger, and Paul Mendiola**

**Board Members Online: Frank Rabon**

**CAHA Staff: Mark Duenas, Angie Taitague (Executive Director), Jackie Balbas**

**Online Guests: FestPac Co-Chairs: Judy Flores, Eileen Meno, Master of Dance**

#### **III. REVIEW AND APPROVAL OF MINUTES:**

**Angie Taitague, CAHA Executive Director, requested to table the April 9, 2024 minutes.**

**A motion was made to table the board minutes of April 9, 2024 until the June 2024 meeting by Secretary, Donna Kloppenburg. Seconded by Simone Bollinger. Motion carried.**

#### IV. EXECUTIVE DIRECTOR REPORT:

- **Revolving Checking Account Balance as of May 14, 2024, is forty-two thousand three hundred twenty-eight dollars and seventy-five cents. \$42,328.75**
- **FESTPAC Checking Account Balance as of May 14, 2024 is two hundred ninety thousand dollars one hundred fifty-two and sixty-one cents. \$290,152.61**
- **Percent of the Arts Checking Account Balance as of May 14, 2024 is four hundred thirty thousand four hundred fifty-six dollars and seventy-five cents. \$430,456.75**
- **Percent of the Arts Savings Account Balance as of May 14, 2024. (which will be moved to a TCD account) One million one hundred eighty-nine thousand seven hundred and twenty-three dollars and sixty-two cents. \$1,189,723.62.**

- **TCD:**

***Discussion:* Simone Bollinger asked if CAHA was to build a permanent building would the funds be the used from the percent of the arts funding source? Because that seems like it might be a good matching for other grants that might support that. Secretary Kloppenburg mentioned Yes, we have gone through extensive discussions with the mayor because of his knowledge about things, and he had told the previous director that we need to be looking for land, and once we can identify land, then we can move forward on possibly some type of grants for that. But in the meantime, we need to get it into a CD. Chair Guzman agreed with Simone Bollinger point which is a good idea for the use of these funds potentially be for a matching contribution requirement for a grant award in the future. Secretary Kloppenburg commented that a building committee needs to be formed just like what the Guam Museum had.**

- **Percent For the Arts Rules & Regulation: Status quo.**
- **Traditional Master's Program: Director Taitague indicated that this item is further down in the agenda and if it can be discussed then.**
- **Art bank: Assessments if ongoing.**
- **Website: Changes are ongoing. Andrea Murer is assigned to work with this program.**
- **Other Matters: The CAHA staff who will be attending FESTPAC 2024 (Angie, Jackie, Mark, Noah, Andrea). Director Taitague indicated that she has assigned each Program Coordinator to assist each FestPac Chair and their genre. The Administrative Officer will be stationed at the GPLS and the CAHA Office, the Special Project Coordinator will be on personal leave. Director Taitague, requested for Board approval for per diem for the six (6) non-delegates staff to include the Head of Delegation**

(Monica Guzman) in the amount of \$36,079.50 which will cover (6) six people.

A motion was made that the board authorized in the amount \$36,079.50 for per diem cost for (Monica Guzman, Angie Taitague, Mark Duenas, Jackie Balbas, and Noah Sablan, Andrea Murer) for the purpose of FestPac 2024 by Secretary, Donna Kloppenburg. Seconded by Simone Bollinger. All in favor. Motion carried.

- Further, she also requested in a letter to WESTAF regarding the remaining balance of \$11,000 to be used for the reprint of the CAHA Master's poster's and to continue to utilized the go-smart module for the next CAHA grant cycle in FY 2025.

#### V. FESTPAC 2024 REPORT:

First, with exactly twenty days, eight hours, thirty-six minutes and twenty seconds left for the opening ceremony. She acknowledged a special appreciation to the Genre chairs. (Dr. Judy Flores, Dr. Mike Bevacqua, Master, Eileen Meno, Maria Barcinas) who all stepped up to the plate in organizing their group trip.

1. Chair Guzman pointed out that the 108 Guam Delegation is final. Initially there were 110 but two Master's delegation will not be attending. There are 48 under the Performing Arts, 11 for chant, 8 for Literary Arts, 37 for DESEA, and 4 Chairs. The airlines are already paid. However, the two available seats are on hold and the board need to decide who to cover the two remaining seats. Chair Guzman recommendation is to open this offer to delegates, board members or the general public? Secretary Kloppenburg asked if anyone can use these tickets what will be their role. Chair Guzman indicated that their role will be to help the chairs in their perspective areas. Frank Rabon inquired if the Genres chair is comfortable with the number in-terms of their delegation's base on their limitations. Chair Guzman stated with the two master that are from the DESEA group could always use more people. Frank Rabon then recommended board member Paul Mendiola to attend as an artist and a member of the CAHA board to represent at the FestPac. Paul Mendiola commented that he appreciates the suggestion and be honored to represent Guam. Frank Rabon mentioned if there can be a pre-approved a second delegation in the next meeting. Chair Guzman asked Frank Rabon to make a motion on his recommendation.

*On the motion to have the CAHA board to pre-approve the recommendation of all the chairs in the meeting to be held the following day to finalize that last selected replacement delegate by Frank Rabon. Seconded by Secretary Donna Kloppenburg. All in favor. Motion carried.*

2. Clearances have all been received and under review. RFQs for the uniforms were submitted. Fabric and wraps were awarded and anticipated to delivered before the photo session. Also, the RFQ for the packing, fumigation and transportation which was awarded. The container should be arrived on May 26,

or 27, 2024. The Guam robing list was provided to Hawaii organizers of the 100 delegates at the Johnson Hall at the University of Hawaii, Manoa. The staff and media reservations were made at the hotels. Staff had been working on the ground transportation, shuttles and Vans. All tickets had been purchased and the staff will provide the list and emails addresses to be provided their ticket information. Dr Faye Untalan and Peter Cruz along with their committee had been supportive with regards to the Hotnu equipment in Honolulu. There is an advance team that will leave early to prepare. There will 3 three culinary delegates that will be designing with the help by Vince Reyes for the Guam hut at the convention center. A cultural sensitivity workshop will take place at the Sinajana Community Central Arts Center and conducted by Pale Eric Forbes along with the President of the National Olympic committee to provide a few words. On Friday, May 24, 2024, there will be a delegation mass at the Lady of Peace Safe Journey church at 5pm in Chalan Pago. The official delegation photo will take place at the Festival Huts at the Chamorro Village. On Monday, May 27, 2024, the advance team will leave. On June 1, 2024 the Performing and Chant presentation at the Guam Micronesian Island Fair in Ypao. Also, the remaining the Guam delegation will leave from June 3, to June 6, 2024. The Hawaii schedule: On June 3, to 4, 2024, the 40<sup>th</sup> Council of the Pacific Arts Culture and the Ministers of Culture meeting. On June 5, 2024 is the Traditional Baja Welcome Ceremony. On June 6, the FestPac Opening Ceremony. June 7, to 15, 2024 is the festival, and June 16, 2024 in the Closing Ceremony. Further, there was a Grant application submitted to WESTAF on the amount of \$42,000 for each Territories to help assist with FestPac 2024. Another funding opportunity from Amalan Foundation Hawaii the is available in the amount of \$60,000. Secretary Kloppenburg Inquired about the two funding opportunities of the \$42,000 and the possible \$60,000 and what are the specifics it can be used for? Chair Guzman stated For FestPac activities. Chair Guzman commented in conclusion, there were a lot more to do for FestPac 2024 moving forward.

#### **VI: BOARD ACTION:**

- **Approval of FestPac Disbursements**

Director, Angie Taitague stated that this was discussed at the last Board Meeting. Director Taitague reviews the previous board minutes to confirm if-fact discussed.

#### **VII: OLD BUSINESS:**

- **Masters Recognition Program**

Chair Guzman indicated This was tasked to board member Frank Rabon to review the Master packet moving forward. Frank Rabon commented he recalls from the last board meeting if CAHA would be accepting nominations in April 2024 and to aligned with

the Public Law that was in-acted in 2004 and subsequent every (4) four years thereafter. And with the amendments and changes, and if CAHA was on the right track as far as protecting the integrity or the recognition with regards to anyone to become a master. He hopes with the current board members are aware of this program. Simone Bollinger stated on the second page, the idea of the workshops as a format is concern might be taken out of this section. Also, on page 3, some grammatical errors to be fixed with the number page format. Also, the supporting material where CAHA is the gate keeper, which she suggested on page 4 section h, to have these original documents returned to the applicant if not been nominated and selected and remove it altogether. Chair Guzman mentioned that this a good point. Frank Rabon is in agreement to remove that sentence line. Frank Rabon reiterated that about the nomination process and all be in the same page and the history in the Master Award, we constantly used the phrase Folk Arts which the United States utilizes because they have no concept of what traditional practices is all about. So is the Master Award a traditional practice award that is unique to the Chamorro Culture. Any art that is conducive to at the very beginning of the eighty's and should we need clarification on this matter? Simone Bollinger asked Do you agree with the sentence that traditional folk-art aspects of learning behavioral cultural that are transferred thorough word of mouth? Frank Rabon commented Yes, that's traditional arts. Simone Bollinger believes that Guam defines traditional and folk in the application as we use it, and the United States definition that may not apply to Guam especially how we apply it on Guam. Frank Rabon stated There needs to be in consensus of the definition of this process. We need to have the community understand about how the people of Guam become a master. Chair Guzman Asked if we need to clarify the definition. Frank Rabon commented No, Also, if the master's program was built on the Folk Art/Traditional practices that was rooted in grass roots that are past down to one generation to the next usually through oral traditions in observance as a master to qualify in this criterion. Simone Bollinger With regards on part 6 in the nomination packet, where it should indicate that definition for that purpose should be further reviewed. Paul Mendiola Inquired if there a final committee that reviews and votes on the application process. Chair Guzman indicated yes there is. She Also, stated seemed to be a confusion on the term Folk-Arts and Traditional Arts. She recommended to delete Folk-Arts and Traditional and replace it to the "Heritage Arts" which defines as "*An Artistic Expression that are grown through time in a group and community that shares a common occupation etc.*" Frank Rabon Agreed. Simone Bollinger Recommended to remove the word Alabama State in the sentence. Paul Mendiola asked if we need to consider with regards to grants in concerns? Director Taitague commented No. Chair Guzman Recommended to have the nomination information cleaned up and to provide a copy to the Board Members. The nominations will open on May, 2024 and closed on August 2024.

**VIII: NEW BUSINESS:**

None

**VIII: Announcements:**

None

**IX: Adjournment**

**At 4:14 pm a motion was made to adjourn by Simone Bollinger. Second by Secretary Donna Kloppenburg. All in favor. Motion Carried**

**MINUTES CERTIFIED AND ATTESTED TO BE TRUE AND CORRECT BY:**

\_\_\_\_\_  
**Donna W. Kloppenburg**  
*, Guam Council on the Arts and Humanities*

\_\_\_\_\_  
**Date**

**PREPARED BY:**

\_\_\_\_\_  
**Mark A. Duenas**  
*Program Coordinator I*  
*Guam Council on the Arts and Humanities*

\_\_\_\_\_  
**Date**



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## **GUAM COUNCIL ON THE ARTS AND HUANITIES AGENCY**

### **Regular Board Meeting Minutes**

**For July 2024 held on August 1, 2024**

#### **I. CALL TO ORDER:**

The Guam Council on the Arts and Humanities Agency's regular board meeting called to order at 3:09 pm by Chair Monica Guzman.

#### **II. ATTENDANCE:**

**Board Members in Person:** Monica Guzman (Chair), Donna Kloppenburg, (Secretary), and Paul Mendiola

**Board Members Online:** Mayor Jesse Gogue (Treasure), Frank Rabon, Max Ronquillo Jr. (Vice Chair)

**CAHA Staff:** Angie Taitague (Executive Director), Jackie Balbas

**CAHA Staff online:** Noah Sablan, Lily Cruz and Andrea Murer, Vince Reyes

#### **III. REVIEW AND APPROVAL OF MINUTES:**

A motion was made to approve the board minutes of April 9, 2024 by Secretary, Donna Kloppenburg. Seconded by Treasure Mayor Jesse Gogue. Motion carried.

A motion was made to table the May 14, 2024 minutes the meeting recording can be review by Secretary Donna Kloppenburg. Seconded by Paul Mendiola. Motion carried.

#### **IV. EXECUTIVE DIRECTOR REPORT:**



## 1. Financial Report

- Revolving Checking Account Balance as of July 30,2024 is one hundred thirty-seven thousand fifty-nine dollars and seventy-nine cents. \$137, 059.79.
- FESTPAC Checking Account Balance as of July30, 2024 is twenty-six thousand five hundred forty-seven dollars and sixty cents. \$26, 547.60
- Percent of the Arts Checking Account Balance as of July 30,2024 is four hundred thirty thousand four hundred fifty-six dollars and seventy-five cents. \$430,456.75
- Percent of the Arts Savings Account Balance as of July 30, 2024. one million three hundred fifteen thousand nine hundred and forty-one dollars and twenty-nine cents. \$1,315,941.29.

## 2. Guam Airport Authority Memorandum of Agreement (MOA):

Director Taitague commented she had sent Guam International Airport MOA for their review. Director indicated that she wants to respond back to the Deputy Director who is task this Project. Furthermore, stated if there any discrepancy or changes needed to be made other than adding CAHA Board Chair name and a signatural line to the MOA. Chair Guzman made references to attachments. That was the PROA project and the RFP. I think that that needs to be attached to the MOA also. Director Taitague indicated is being review buy GIA Legal and as soon as they get it from their legal department, then he will forward it to us.

- Traditional Master's Program: will be discuss at a later date.
- Art bank: Assessments are ongoing staff assigned Noah Sablan
- Website: Changes are ongoing staff assigned Andrea Murer
- Director gave a briefed note pertaining to the Santa Fe trip in New Mexico, on the WESTAF New Directors forum. The discussion was about what can WESTAF can help more for Guam. Director Taitague asked more funding opportunities for grant for the artisans on Guam. This was their 50<sup>th</sup> year in existence. In September 2024 they will be named 'Creative West'

## V. FESTPAC 2024 (Summary Closeout)

Chair Guzman indicated that initially, a template will be developed for the chairs to utilize when submitting their written reports. The CAHA director's final expenses were turned in for approval. Fest Pac financing totaled \$491,000, which needs to be confirmed. Of that amount, \$367, 000 was spent (this is a preliminary figure), leaving \$123,000. Upon verification of this amount, the committee will reconvene. Chair Guzman went on to say that this FestPac was unique from previous FestPac gatherings. Many projections were being made. While the accommodations were satisfactory, some delegates found it difficult to get to the meals.

There were a lot of changes to the schedule. The report will be provided by the Chairs in regards to the closing ceremonies about an incident with some activist's movements. She and the committee are working on how to handle this matter and have a meeting on this matter which was an embarrassment to the hosting country.

According to Secretary Kloppenburg, a code of conduct was in effect before to all of this. Vice Chair Ronquillo commented that all of this work was completed during the first application process. Even so, they do enjoy certain privileges and rights. What thoughts are the other delegates having on this matter? Chair Guzman claims that she spoke with the other delegates and that they were surprised and divided by what had happened. She tried to calm the delegates, but her words were not taken seriously. Treasure Mayor Gogue asked Director Taitague to recap the topic of the discussion and to confirm that it was brought up with the Lt. Governor. Director Taitague indicated that she was called to the Lieutenant Governor's office, Lt. Governor asked the Director about what CAHA was going to do with those individuals that embarrass Guam during this event. It is his suggestion that this issue be discussed and that a committee be constituted consisting of one (1) board member and an outsider to observe this procedure. A letter of recommendation from the committee's members will be submitted for Board Action.

Chair Guzman indicated that one (1) member of the delegate was sent home for breaking the guidelines set forth by the Performing Arts chair and will not be allowed to attend in the future. She suggested that we talk about the best course of action for CAHA in this situation. Frank Rabon addressed the board, discussing his involvement with FestPac from its inception in Tahiti in 1984–1985 to the present. There have never before been protestors from the Guam delegation. Furthermore, the decolonization movement is exaggerated, and the participating delegates already have that mindset. He warned the previous officials that such circumstances would recur.

He forewarned the board members that these young people will set a precedent for future FestPac events because they are considerably younger and more enthusiastic in these kinds of circumstances. Chair Guzman stated that There was a protest committee that carried out an act of protest during FestPac 2016. Frank Rabon commented I concur, and the fact that this took place on our island, where there were no limitations, allowed everyone to engage in all genres as a representative of Guam. There is a time and place for this movement, but respecting their enthusiasm, and this type of event is not the place to air dirty laundry.

Chair Guzman brought up the fact that the activists in Hawaii had contacted the representatives of every nation and that they had arranged for a banner to be thrown at the stadium simultaneously, but it wasn't done correctly. Some other nations weren't as vociferous about this issue as the delegates from Guam. Paul Mendiola brought up the fact that a delegate had been asked and invited to join the group despite not being a member of the official one. He then enquired as to whether there were any rules that would prohibit them from joining groups of this nature.

Chair Guzman replied Not at all. There is only a code of conduct in place. As an official member of the Guam delegation, all must agree to and abide by the terms of this code of conduct. Delegates are hereby advised that failure to uphold this code of conduct will result in appropriate sanctions and the immediate dismissal of the Guam delegation. Treasure Mayor Gogue pointed out that the code of conduct contains a place for the applicant to initial. Additionally, the offender will no longer be acknowledged as a member of the Guam Delegation upon dismissal, and all benefits would be forfeited. He or she will be permanently prohibited from holding the position of office Guam representative for the Festival of the Pacific Arts. Thus, it is evident that this is being handled. Chair Guzman indicated A FestPac meeting is scheduled to devise a course of action on this issue. Treasure Mayor Gogue made the observation that whether or not something like this was planned or attended doesn't matter. In terms of the code of conduct, behavior is behavior and should be held accountable for one's own actions.

**VI: BOARD ACTION:**

- **FY2024 NEA Grant Extension (Breaking Waves Theatre Company)**

Director Taitague indicated that the Breaking Waves Theatre Company has sent a letter requesting an extension, extending the project's deadline to March 2025. She suggests approving the extension till November 30, 2024. The closed-out report's reporting term begins in January 2025, which is the explanation. Chair Guzman asked Has CAHA contacted the grantee to inquire about its ability to be finished by that date? Noah Sablan replied Yes, James Avermann says he will try his hardest to finish it by November 30, 2024.

A motion was made by Secretary Kloppenburg to approved the extension until November 30, 2024. Seconded by Paul Mendiola. Motion carried.

**VII: OLD BUSINESS:**

- **TCD Investments:** Chair Guzman stated that There was a discussion regarding the board resolution on the percent money to be transferred into a TCD account. Do you recall mayor? Treasure Mayor Gogue replied Yes, once CAHA is ready to start investing funds. There was discussion about staggered investments of increments of six month to exceed \$250,000 which be secured by FDIC. This processed worked for the mayor office and it should work for the percent for the arts too. Given that future grant requirements which might used these monies for and retain some of these funds and it can effectuate those programs Chair Guzman asked are we planning to keep this as a TCD and not a money market. Treasure Mayor Gogue commented that he believes that's what CAHA agreed to which the administrative fees are much cheaper. There as a resolution done and

recorded which was done and voted on from the last board minutes. Secretary Kloppenburg indicated we need to find that board minutes that stated that. Treasure Mayor Gogue commented that the law requires that 110% for the operational use of the funds and guidelines of how much we can retain and invest. Chair Guzman replied because there was a resolution done which we need to provide to the Bank Institution which she had a sample for everyone. Vice Chair Ronquillo stated that There were already board minutes on how the resolution will be written in terms of its amount and maturity dates. Treasure Mayor Gogue commented He suggested that he will have a draft resolution done for the next board meeting. Or have this resolution supersede this one. Vice Chair Ronquillo replied It was the February 2024 minutes that was approved. Chair Guzman to have the TCD done by next board meeting.

- Masters Recognition Program: Chair Guzman Acknowledged Simone Bollinger and Frank Rabon for their hard work. The nomination packet was sent to an editor. The nomination deadline is set for August 28, 2024. She asked if there were any submittals? Director replied No. Chair Guzman asked How many packets were receipt? Director Taitague stated None. Chair Guzman recommended to the Director to have a press release done right away. She recommended to Frank Rabon, to established a committee review panel asap. Frank Rabon Suggested to the CAHA staff to push for the Maga Lahi Award and to reinstate this program. The reason is that he reached out to the Director on this program and that there were two individuals that approached and to plan or four (4) deceased be nominated. He believes that in order to recognize people who are living to be qualified for the Awards. Chair Guzman point out that if that can make reference to that in the press release.

Board Retreat/Strategic Plan (Scheduled date) Chair Guzman asked if The CAHA website has a copy of the real Strategic Plan document. The board members must thoroughly analyze this paper, which covers the years 2021 through 2026, before the board retreat meeting. She asked that everyone present at the board be her. Everyone was in agreement.

- Maga'håga Award: Secretary Kloppenburg indicated that There was an initial meeting that she attended and the committee suggested to plan this event in October 2024 and the Guam Museum together with the Masters Recognition Awards. The two has not been done for quite some time and to make this a very special event. She suggested that the event should be have more time to plan and possibly move the date to Mes CHamoru Month in 2025. Chair Guzman asked if the committee have enough time until March or move it until October? Secretary Kloppenburg commented that she believes that since this has not been done in twenty years. Jackie Balbas indicated that the event was normally done in December month. Frank Rabon suggested Maga Haga

Awards be done next year in October month in 2025 and that the Master's Awards be in March 2025 during MES Chamorro. Treasure Mayor Gogue agreed with Frank Rabon idea. Vice Chair Ronquillo Suggested if the date for the Master's nomination packet submission be extended. Frank Rabon replied the nomination process should be reviewed and screened before selections. Chair Guzman stated that all the requirements are on the nomination packet. The community was given three (3) months to submit a nomination and we should not delay the process. We agreed for August 28, 2024 and keep it for that date. In the past, CAHA visited and announced the winners at their residence of Tan Pai and Jill Benavente. Frank Rabon reiterated about the process and for these nominees have to show where did they learn from. The applicant should have record of where did their legacy come from. Secretary Kloppenburg inquired from Frank Rabon about in the past she was on a panel with him at the Terlaje's building on this process. Frank Rabon replied Yes, during the last nomination and that Mr. Vince Reyes had gotten the title of Master and never learned from him. Frank Rabon also commented that he had started the Chamoru Dance, to which the process should protect the integrity of the program. Mr. Reyes became a Master out of nowhere. Chair Guzman the guidelines and requirement were revised which it should address the concerns. The announcements of nominations and if the board agrees to extend moving forward. The discussion is to extend the nominations and should stick to the deadlines. She recommended to announce the programs one at a time. Chair Guzman recommended that to unveil their posters for the Masters award.

### VIII: New Business

NEA Grants (FY 2025) Director Taitague stated the panel review committee chairs for each discipline and all Panel meetings must be completed before the September Board Meeting.

- 

Folk Arts – Monica Guzman

Underserved – Donna Kloppenburg/ Mayor Jesse Gogue

Visual Arts – Max Ronquillo Jr.

Performing Arts – Paul Mendiola

Special Projects – Frank Rabon

Arts in Education – Simone Bollinger

Media Arts – Al LaBang

**IX: Announcements**

- Director Taitague announced the next upcoming Gallery exhibit “SUMMER X” opening night is on August 2, 2024 at 6pm.
- The gallery will be open on Saturdays from 10am -2pm.
- CAHA is in Collaboration with Guahan Humanities and plans on working together for upcoming projects.
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**X: Adjournment**

At 4:44 pm the meeting was moved to adjourn by Secretary Donna Kloppenburg. seconded by Vice Chair Max Ronquillo Jr. Motion Carried

**MINUTES CERTIFIED AND ATTESTED TO BE TRUE AND CORRECT BY:**

\_\_\_\_\_  
Donna W. Kloppenburg, Secretary  
*Chairman, Guam Council on the Arts and Humanities*

\_\_\_\_\_  
Date

**PREPARED BY:**

\_\_\_\_\_  
Mark A. Duenas  
*Program Coordinator I*  
*Guam Council on the Arts and Humanities*

\_\_\_\_\_  
Date



GUAM COUNCIL ON THE ARTS & HUMANITIES AGENCY  
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## GUAM COUNCIL ON THE ARTS AND HUANITIES AGENCY

### Regular Board Meeting Minutes

August 22, 2024

#### I. CALL TO ORDER:

The Guam Council on the Arts and Humanities Agency's regular board meeting called to order at 3:00 pm by Chairwomen of the Board, Monica Guzman (Chair)

#### II. ATTENDANCE:

Board Members in Person: Donna Kloppenburg, Secretary, and Paul Mendiola

Board Members Online: Monica Guzman, (Chair) Max Ronquillo, (Vice Chair) and Simone Bollinger

CAHA Staff in Person: Angie Taitague, (Executive Director) Jackie Balbas

CAHA Staff online: Lily Cruz, Noah Sablan and Andrea Murer

#### III. REVIEW AND APPROVAL OF MINUTES:

A motion was made to approve the board minutes of May 14, 2024 by Donna Kloppenburg, (Secretary) Seconded by Mayor Jessy Gogue. All in favor. Motion carried.

A motion was made to table the July 2024 minutes based on the clarifications and discussion in the board minutes by Max Ronquillo, (Vice Chair), Seconded by Donna Kloppenburg, (Secretary). All in favor. Motion carried.

Further discussions: Max Ronquillo, pointed out about since Artificial Intelligence (AI) is actively present, we should look at ways to formulate transcripts for the audio recording regarding the board meeting minutes. Microsoft can give that opportunity. Monica Guzman (Chair), agreed that this app will be beneficial for the staff.

#### **IV. EXECUTIVE DIRECTOR REPORT:**

##### **1. Financial Report**

- The TCD account has been set up and will coordinate with Bank of Guam BOG to review and have online access.
- Revolving Checking Account balance as of August 22, 2024, is one hundred thirty-seven thousand fifty-nine dollars and seventy-nine cents. \$137,059.79.
- FESTPAC Checking Account balance as of August 22, 2024 is twenty-six thousand five hundred forty-seven dollars and sixty cents. \$26,547.60
- Percent of the Arts Checking Account balance as of August 22, 2024 is four hundred thirty thousand four hundred fifty-six dollars and seventy-five cents. \$430,456.75
- Percent of the Arts Savings Account balance as of August 22, 2024 is one Five hundred fifteen thousand nine hundred and forty-one dollars and twenty-four cents. \$515,941.24.
- Percent for the Arts for GIAA, and BIO LAB -Tabled
- Traditional Master's Program: Tabled
- Art bank - Status quo
- Website - Status quo

Monica Guzman, (Chair) inquired is the transfer reflected from the balance of the CAHA savings account percentage? Angie Taitague (Director), in agreement. She asked to have the current total of all TCDs opened, along with their respective amounts, at the following board meeting. As per Angie Taitague (Director), an amount of \$200,000 was to be opened in each of the TCDs' accounts whether for six, twelve, sixteen, and twenty-four months, for a total of \$800,000. Max Ronquillo (Vice Chair), recommended the accounts be verified and to obtain all by email copies of the two (2) quarterly reports on the expenses, for which was one completed on June 30, 2024, and the second of which was due on September 30, 2024. He wanted to make sure that she is clear on that point.

#### **V. FESTPAC 2024**

Monica Guzman (Chair), stated that a deadline was set for this report, and all three chairs participated in a debriefing via Google Doc. regarding the financial plan. The Director gave her a ledger, which she will format and check to see if it was done correctly, pending the cost of the food and the accommodations for the security deposit reimbursements. Also, a survey was distributed to the delegates for their completion. There were many remarks focused on improving participant performance and fostering teamwork.



The October Arts and Humanities Month celebration at the Guam Museum, among other things, were discussed. The final steps are necessary in relation to the behavior code rule. Two (2) issues concerned Jesse McCarrel Valadez, the representative for the performing arts, who departed the event without performing and was sent home by the chair of the performing arts. CAHA must handle this situation and advise the delegate that he should not participate in the future and that he is aware of the repercussions. The activities conducted during the closing ceremony constituted the second issue. The code of conduct was broken by four (4) people. The board was advised to send a letter regarding the code of conduct infractions and to follow the guidelines regarding code of conduct. Regardless of one's personal beliefs toward decolonization, the environment, or free speech, CAHA should not discriminate against them. Another suggestion in regards to the humanities part was to host a panel discussion with especially outsiders which to talk about the independent thinking and roles of representing Guam at a FestPac. Simone Bollinger believed that gathering the delegates to exchange their ideas and viewpoints would be beneficial.

Donna Kloppenburg (Secretary) reiterated that whoever that was involved should be held accountable. She was informed there were more than four (4) individuals involved on this matter. This issue needed to be resolved immediately to avoid any questions about whether or not it was handled correctly in the long run. Mayor Jessy Gogue mentioned that Monica Guzman, holds the positions of Chair of Festpac and, more significantly, Chair of CAHA. In order for the committee to act, CAHA must take necessary action. He believed that in order for the board to make a decision, she would need to list all of the transgressions that was committed while serving as Festpac chair and submit them for consideration. Is that accurate? Monica Guzman (Chair) agreed and would present it in writing to the board for review along with the permission from the Festpac Chairs. Mayor Jessy Gogue emphasized to Monica Guzman that she would have to follow up on this issue. So, with regards to this manner, the decision should be upheld to which the board is able to examine the offenses and to make the necessary decision based on the results of the code of conduct infraction. Monica Guzman (Chair), agreed and will provide a letter and this a significant issue that should be addressed. Also, she believed that before the event, there was no time for team development and as far as for the new delegates, these lessons to be learned, and a SOP ought to be established for future Festpac. If there were more than four (4) that were involved, then the chairs of the committee must confirm and positively identify each person who participated in this movement. Their actions and the code of behavior, which ought to be regarded seriously, and discussed. Paul Mendiola mentioned an incident that happened at the dorm. Monica Guzman (chair), asked what took place in the dorm? Paul Mendiola stated that there was a fire that started outside the dormitory. Simone Bollinger recommended that this agenda be discussed during the retreat and that everyone sit down to address this matter. Mayor Jessy Gogue emphasized that these were all adult delegates, not juveniles. They were all aware of and acknowledged their understanding of the Code of Conduct. Also, these actions with regards to the code of behavior, ought to be regarded seriously and discussed. Paul Mendiola asked if the incident which happened at the dorm counted as well. Monica Guzman (Chair), stated that with regards to what took place, it was the goal of the Festpac chairs to make sure that the transgressions did not caused discomfort. Additionally, to be a delegate it is a

privilege and an honor rather than a right. Paul Mendiola stated that it seems that the delegates were automatically added to the list in order to represent Guam. Monica Guzman (Chair) answered no. Paul Mendiola asked whether there a recall and was the selection the same as the previous one. Monica Guzman (Chair) responded no. That's what's going to happen with Festpac in 2028 during the selection process. Mayor Jessie Gogue stated that he believed that there was a brief call out due to time constraints and that the list was carried over. Monica Guzman (Chair) was clear that she didn't know about any fire during that time.

## **VI: BOARD ACTION:**

- **Travel Approval: 2024 NASSA Annual Meeting**

Angie Taitague, (Director), a letter about the travel justification was discussed. She did let the board know how many individuals will be there. The state arts agency called to ask for help in getting financing for travel to included board members and employees. A call was made for state agencies to submit funding applications in relation to this conference. CAHA requested funding, but was only given \$1,500. This year's attendees will be Jackie Balbas, Andrea Murer, who will go with her, and a board member which is Monica Guzman. On October 19, 2024, she asked to depart early on this date in order to meet with Westaf at the conference. There are going to be pre-conferences prior to the NASSA assembly meeting. Jackie Balbas, will take part in the folk-art, grants sessions with the Angie Taitague (Director). Andrea Murer will attend the gallery, the accessibility conference and the arts education sessions. Monica Guzman (Chair) asked whether there would be five (5) attendees from CAHA at the conference. Angie Taitague (Director), stated only four (4) CAHA representatives will be attending this year. Monica Guzman (Chair) inquired as to whether the amount was twenty-five thousand dollars \$25,000 which will cover travel cost, etc.

According to Angie Taitague (Director) yes, that is the budget amount for the conference. Monica Guzman, (Chair) inquired as to where the source of this funding come from. Angie Taitague (Director) said that the funding for travel expenses was originally planned for annual meetings and will come from the NEA grant budget for FY2023. She made sure that the travel expenses are in the budget every year for this purpose, which might amount to twenty-five thousand (\$25,000) or less. Max Ronquillo, (Vice Chair) asked Lily if she can confirm whether the funding exist and whether it can used for travel expenses. As per Lily, the FY2025 budget was not uploaded. Angie Taitague (Director), stated no, there is funding and it will come out of the FY2023 remaining funds portion.

- **Approval of FY 2024 Revolving Fund Budget**

According to the last executive meeting, the CAHA Directors are authorized to spend up to \$1,500 without board approval. The plan was to spend the money to purchase paper and a typewriter. Mayor Jessie Gogue, inquired if this matter was about requesting permission for future expenses from the FY2024 revolving budget. If so, he's in agreement. Nonetheless, one strategy is to allocate the revolving funds and to prepare a budget report outline particularly for recurring expenses for this purpose. Monica Guzman (Chair), stated that the revolving account

fund account should have a budget spreadsheet generated for all future expenditures in order to for everyone to understand what are the plan for spending in preparations for the FY2025 budget report for board review and if CAHA can form a fiscal committee team.

## **VII: OLD BUSINESS:**

- **TCD Investments:** As per Angie Taitague (Director) this business has been discussed the previous board meeting.
- **Masters Recognition Program:** Monica Guzman (Chair) stated that Frank Rabon is overseeing this Masters recognition program. There is a deadline coming up and asked whether any applications were submitted. Angie Taitague (Director) answered no. Monica Guzman (Chair) stated that according to the Mayor of Sants Rita, there are potentially three (3) techa applications to be submitted.
- **Maga' Haga' Awards:** Donna Kloppenburg (Secretary) stated that there was discussion to have this event happened sometime in December 2024 or possibly in March 2025.
- **Board Retreat/Strategic Plan (Scheduled date)** Monica Guzman (Chair) asked Max on updates. Max Ronquillo (Vice Chair) asked who will be in attendance and will provide a final draft on the agenda soon. Monica Guzman (Chair) inquired if the CAHA board members as well as the staff should attend the retreat. Angie Taitague (Director) responded yes, for those who can make that meeting.
- **Grant Review Panels:** Angie Taitague (Director) stated that on all applications from the panel members should be completed the first week of September 2024. Monica Guzman (Chair) inquired and clarified with regards to the FY2025 grant budget report breakdown presented. Does each category have its own funding amount. As per Angie Taitague (Director) presented the breakdown as follows: Arts and Education (AIE) \$10,100; Folk Arts \$10,000; Underserved \$69,100; Media Arts, Visual Arts, and Performing Arts at \$15,200 each. Monica Guzman (Chair) inquired how were the figures allocated. Angie Taitague (Director) stated that for the NEA grant funding \$150,000 that was allotted for the FY 2025 period. The remaining sum of \$89,200 was allocated to the other areas. Monica Guzman (Chair) asked if these balances are exact figures; and could they be greater or lower. The board will debate the remaining amounts and determine whether other areas should receive more or less funding throughout for their proposed budget amounts. Angie Taitague (Director) stated at that the last National of the Endowment (NEA) meeting, she asked for additional for Guam in a conversation with Laura (NEA) at the WESTAF session, at least \$20,000 to \$30,000. Monica Guzman (Chair) inquired if the amount

provided was \$198,000 and of that the amount of \$150,000 from NEA that was allocated could the remaining funds from the revolving fund be utilized? According to Max Ronquillo (Vice Chair) the executive rule of the revolving fund stipulated it's feasible and that this matter should be discussed at the next CAHA board retreat.

**VIII: New Business**

- **Percent of the Arts:** Tabled.

**IX: Announcements**

- Meet and greet at the Lee Reyes gallery.
- This organization that is happening in CAHA on Saturday and CAHA needs to verify from Department of Taxation if this Artspace GUAHAN organization is under a 501c status and that if any fund-raising activities is valid under a government entity.

**X: Adjournment**

At 4:18 pm the meeting was moved to adjourn by Donna Kloppenburg, Secretary and seconded by Simone Bollinger. All in favor.

**MINUTES CERTIFIED AND ATTESTED TO BE TRUE AND CORRECT BY:**

\_\_\_\_\_  
**Donna Kloppenburg, Secretary**  
*Chairman, Guam Council on the Arts and Humanities*

\_\_\_\_\_  
**Date**

**PREPARED BY:**

\_\_\_\_\_  
**Mark A. Duenas**  
*Program Coordinator I*  
*Guam Council on the Arts and Humanities*

\_\_\_\_\_  
**Date**

**Guam Council on the Arts and Humanities Agency**  
**Board Meeting**  
**September 17, 2024 • Tuesday • 3:00 pm**  
**CAHA • Suite 202 DNA Building • 238 Archbishop Flores Street, Hagåtña**

**MINUTES**

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**I. Called to Order**

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The meeting was called to order at 3:03 p.m. by CAHA Board Chair Monica Guzman.

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**II. Roll Call**

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**Present at the meeting:**

**CAHA Board**

In-Person - Secretary Donna Kloppenburg and Members Frank Rabon and Paul Mendiola

Via Zoom - Vice Chair Max Ronquillo, Treasurer Mayor Jessy Gogue and Member Simone Bollinger

**Management and staff**

In-Person: Director Angie Taitague and Program Coordinator Jackie Balbas

Via Zoom - Program Coordinators Mark Duenas and Andrea Murer, Special Projects Coordinator Vince Reyes and Administrative Officer Ordella Cruz.

**Not Present:**

Board Member Al Labang

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**III. Approval of Minutes:**

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•May 14, 2024

•July 2024 Meeting held August 1, 2024

•August 22, 2024

Chair Guzman allowed the members to review the minutes of the May, July, and August board meetings. Member Bollinger proposed that the approval of the minutes be postponed until the next board meeting to allow more time for the Board to review the documents. Secretary Kloppenburg seconded the motion, which was unanimously approved.

**Motion Carried**

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**IV. Executive Director's Report**

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Director Taitague asked for the Executive Director's Report, FestPac 2024, Old Business, and New Business to be tabled. Secretary Kloppenburg proposed to table the Executive Director and FestPac 2024 reports, as well as Old and New Business, until the next board meeting. Vice Chair Ronquillo seconded the motion. The motion was approved unanimously.

**Motion Carried**

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**V. FestPac 2024**

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Tabled until next board meeting.

**Guam Council on the Arts and Humanities Agency**  
**Board Meeting**  
**September 17, 2024 • Tuesday • 3:00 pm**  
**CAHA • Suite 202 DNA Building • 238 Archbishop Flores Street, Hagåtña**

**MINUTES**

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**VI. Board Action**

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**FY 2025 Grant Recommendations and Approval**

Chair Guzman expressed gratitude to the Board and their panels for their diligent efforts in evaluating grant applications. Chair Guzman also informed the Board about the availability of \$150,000 for grants allocated as follows: \$10,100 for Arts-in-Education, \$10,000 for Folk Arts, \$69,100 for Underserved projects, and the remaining \$60,800 for media arts, performing arts, special projects, and visual arts. The Board was presented with the panel recommendations in the following sequence: Visual Arts (Vice Chair Ronquillo, VA Chair), Arts-in-Education (Chair Guzman, AIE Chair), Folk Arts (Member Bollinger, FA Chair), Underserved (Secretary Kloppenburg and Treasurer Mayor Gogue, Underserved Co-Chairs), Special Projects (Member Rabon, SP Chair), Performing Arts (Member Mendiola, PA Chair), and Media Arts (Member Labang, MA Chair). Although Member Labang was absent, his panel's recommendations were included in the Board packet. The Board emphasized the importance of fully funding strong projects based on merit and the potential impact of the Percent for the Arts program on future funding.

After some lengthy deliberation and based on the panel's recommendations, Secretary Kloppenburg moved that the \$150,000 be awarded as follows:

**A. Arts-in-Education**

1. **FY 2025-008 - Mark Murer, "Mosaic with Tiles", \$10,100 approved.**

**B. Folk Arts**

1. **FY 2025 - 013, Robert Taitano Jr., "Ifit Wood Carving Apprenticeship", \$10,000 approved with the following stipulations -**
  - A. Ensure the safety of the applicant by implementing a daily checklist for reviewing and securing tools after each session, and by having a guard present during all sessions.
  - B. Plant ifit trees.
  - C. Exhibit the completed work at the CAHA gallery, preferably showcasing the carvings themselves, but photos can also be considered. Furthermore, share some photos with CAHA for potential inclusion on the website or in future publications.

**C. Underserved**

1. **FY 2025-010 - Lisa Baza, "Healing Arts", \$10,000 approved. (Note: Initially application was placed under special projects, but because there was an underserved component the Board was moved it too undeserved.)**
2. **FY 2025-015 - Farron Taijeron, "Taotaomona Head", \$5,000 approved.**
3. **FY 2025-017 - Guam Memorial Hospital Volunteers Association, "Bringing Color to Healing", \$10,000 approved.**
4. **FY 2025-018 - Elizabeth Abuan, "Display of All Recycled Artworks and Training Workshops", \$10,000 approved.**

**Guam Council on the Arts and Humanities Agency**  
**Board Meeting**  
**September 17, 2024 • Tuesday • 3:00 pm**  
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**MINUTES**

5. **FY 2025-020 - Humanities Guåhan, "Intergenerational Storytelling through Cellphim", \$10,000 approved.**
6. **FY 2025-026 - Guma Mami, "Imperfection: An Intersection of Poetry and Interpretive Dance /Project \$10,000 approved.**
7. **FY 2025-029 -Christian Santiago, "Cosplay Workshop", \$10,000 approved.**

*The remaining balance of \$4,100 under Underserved will be utilized for a CAHA underserved project.*

**D. Media Arts**

1. **FY 2025-003 – Guam Preservation Trust, "Transmitting Anecdotes, Legends, Experiences and Stories", \$10,000 approved.**

**E. Performing Arts**

1. **FY 2025-005 – Guam Symphony Society, "Guam Symphony Society 58th Season (2024-2025)", \$7,500 approved.**
2. **FY 2025-019 – Guam Philharmonic Foundation, "20th Annual Tumon Bay Music Festival", \$7,500 approved.**

**F. Special Projects**

1. **FY 2025-001 – Verna Zafra Kasala, "Pushing the Pen: Progressing in Poetry Writing" - Fellowship, \$2,500 approved.**
2. **FY 2025-002 – Geraldine Unpingco, "Yengyong Mas Music and Children's Workshop", \$7,100 approved.**
3. **FY 2025-024 – Nicole Holstein, "Books that Build: Unlocking Potential", \$7,100 approved.**
4. **FY 2025-027 – Maxine Bigler, "Capacity Building through Performing Arts", \$7,100 approved.**

**G. Visual Arts**

1. **FY 2025-006 – Yumiko Iwasaki (Artist Name: Yumiko Furukawa), "Yumiko Furukawa Solo Exhibit" \$5,000 total approved (\$2,000 NEA Funds + \$3,000 Percent for the Arts Monies).**
2. **FY 2025-012 – Jeffrey Skvaril, "Exhibit of Paintings" \$7,000 total approved (\$4,000 NEA Funds + \$,000 Percent for the Arts Monies).**
3. **FY 2025-030 – Rachel Davis, "Neon Odyssey: The Journey of an Island Soul" \$9,000 total approved (\$6,000 NEA Funds + \$3,000 Percent for the Arts Monies).**

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**VII. Old Business**

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Tabled until next board meeting.

**Guam Council on the Arts and Humanities Agency  
Board Meeting  
September 17, 2024 • Tuesday • 3:00 pm  
CAHA • Suite 202 DNA Building • 238 Archbishop Flores Street, Hagåtña**

*MINUTES*

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**VIII. New Business**

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Tabled until next board meeting.

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**IX. Announcements**

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Chair Guzman asked that Member Bollinger send her notes for the strategic plan. Member Bollinger replied that she will email them. Chair Guzman requested the formation of a committee for the Percent for the Arts with the purpose of updating all aspects of the program, including new rules and regulations that include all genres and adhere to the adjudication process, so that it may be implemented. Chair Guzman suggested that this committee include the Vice Chair and Secretary, as well as any other members who would be interested.

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**X. Adjournment**

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With no further business to discuss, Chair Guzman adjourned the meeting at 4:53 p.m.

**MINUTES CERTIFIED AND ATTESTED TO BE TRUE AND CORRECT BY:**

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*Donna Kloppenburg*

*Secretary*

*Guam Council on the Arts and Humanities Agency*

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*Date*

**PREPARED BY:**

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*Jackie Balbas*

*Program Coordinator IV*

*Guam Council on the Arts and Humanities Agency*

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*Date*



## Guam Council on the Arts and Humanities Agency

### Bank Accounts

As of 9/30/2024

1. Guam Council on the Arts and Humanities Checking Acct#4902 - \$144,629
2. Guam Council on the Arts and Humanities Festival of Pacific Arts Checking Acct#0627 - \$26,127.60
3. Guam Council on the Arts and Humanities Percent for the Arts Checking Acct#9916 - \$430,456.75
4. Guam Council on the Arts and Humanities Percent for the Arts Saving Acct#1918 - \$516,665.09
5. Guam Council on the Arts and Humanities TCD (Please see attachments)

For the Account of:  
**GUAM COUNCIL ON THE ARTS & HUMANITIES AGENCY**

Account Number: 51 72 0000 3 02  
Date: **SEPTEMBER 30, 2024**

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**ANGIE R. TAITAGUE**  
**#238 ARCHBISHOP FLORES ST., DNA BUILDING**  
**HAGATNA GU 96932**

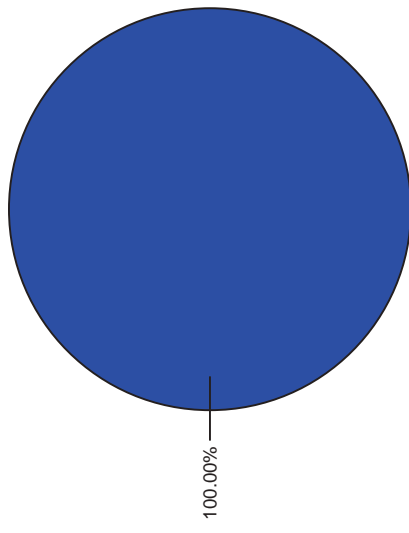
IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR ACCOUNT REPRESENTATIVE IN  
THE TRUST SERVICES DEPARTMENT (671)472-5300.

Account Number: 51 72 0000 3 02

Date: JULY 1, 2024 – SEPTEMBER 30, 2024

# Account Summary

## Asset Allocation (portfolio assets)



### Portfolio Summary

Portfolio Assets	Value on		Est. Ann Income	% Total Assets
	JUN 30, 2024	SEP 30, 2024		
CASH EQUIVALENTS	.00	800,714.00	33,600.00	100.00
<b>TOTAL ASSETS</b>	<b>.00</b>	<b>800,714.00</b>	<b>33,600.00</b>	
ACCRUED INCOME	.00	3,465.03		
<b>TOTAL ACCOUNT</b>	<b>.00</b>	<b>804,179.03</b>	<b>33,600.00</b>	

### Cash Activity Summary

	Credits	Debits	YTD
SECURITIES PURCHASED	.00	-800,000.00	-800,000.00
SECURITIES SOLD & REDEEMD	.00	.00	.00
DEPOSITS & WITHDRAWALS	800,000.00	-687.95	799,312.05
DIVIDENDS	.00	.00	.00
INTEREST	687.95	.00	687.95
WITHHOLDING	.00	.00	.00
OTHER ACTIVITY	.00	.00	.00
<b>INCOME</b>		<b>This Period</b>	<b>YTD</b>
		687.95	687.95

### Realized Gain/Loss Summary

	This Period	YTD
SHORT-TERM	.00	.00
LONG-TERM	.00	.00

Account Number: 51 72 0000 3 02

Date: JULY 1, 2024 – SEPTEMBER 30, 2024

# Portfolio Assets Detail

Description	Shares	Total Cost	Current Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Est. Ann Yield(%)
<b>CASH</b>		.00		.00	.00			
<b>CASH EQUIVALENTS</b>								
Description	Shares	Total Cost	Current Share Price	Current Mkt Value	% of Portfolio	Unrealized Gain/Loss	Est. Ann Income	Est. Ann Yield(%)
ALLY BK SANDY UTAH CD 3.850000% 08/14/2026	200,000	200,000.00	100.019	200,038.00	24.98	38.00	7,700.00	3.85
ASSOCIATED BKNATL ASSN GREEN CD 4.250000% 08/15/25	200,000	200,000.00	100.113	200,226.00	25.01	226.00	8,500.00	4.25
SANTANDER BK NATL ASSN CD 4.650000% 02/18/25	200,000	200,000.00	100.012	200,024.00	24.98	24.00	9,300.00	4.65
VAN WERT FED SVGS BKOHIO CD 4.050000% 02/19/2026	200,000	200,000.00	100.213	200,426.00	25.03	426.00	8,100.00	4.04
<b>TOTAL CASH EQUIVALENTS</b>		<b>800,000.00</b>		<b>800,714.00</b>		<b>714.00</b>	<b>33,600.00</b>	<b>4.20</b>
<b>TOTAL ASSETS</b>				<b>800,714.00</b>		<b>714.00</b>	<b>33,600.00</b>	<b>4.20</b>
<b>TOTAL ACCRUED INCOME</b>				<b>3,465.03</b>				
<b>TOTAL ACCOUNT</b>				<b>804,179.03</b>				

For the Account of: **GUAM COUNCIL ON THE ARTS & HUMANITIES AGENCY**

Account Number: 51 72 0000 3 02

Date: JULY 1, 2024 – SEPTEMBER 30, 2024

## Activity Detail

Date	Description	Cash	Cost
08/15	PUR 200,000 ASSOCIATED BKNATL ASSN GREEN CD 4.25000% 08/15/25	-200,000.00	200,000.00
08/15	PUR 200,000 ALLY BK SANDY UTAH CD 3.850000% 08/14/2026	-200,000.00	200,000.00
08/15	FUNDS TRANSFERRED FROM SAVINGS ACCOUNT #XXXX-XX1918 AS FOR CD PURCHASE	400,000.00	
08/16	FUNDS TRANSFERRED FROM SAVINGS ACCOUNT #XXXX-XX1918 FOR CD PURCHASE	200,000.00	
08/16	PUR 200,000 SANTANDER BK NATL ASSN CD 4.65000% 02/18/25	-200,000.00	200,000.00
08/19	PUR 200,000 VAN WERT FED SVGS BKOHIO CD 4.05000% 02/19/2026	-200,000.00	200,000.00
08/19	FUNDS TRANSFERRED TO SAVINGS ACCOUNT #XXXX-XX1918 FOR CD PURCHASE	200,000.00	
09/20	INTEREST EARNINGS TRASNFERRED TO SAVINGS ACCOUNT #XXXX-XX1918	-687.95	
09/20	INTEREST ON 200000 PAR VALUE VAN WERT FED SVGS BKOHIO CD 4.05000% 02/19/2026	687.95	

TNN Guam, Inc. dba The Tsubaki Tower  
 Payment Schedule per Contract Agreement with Guam Council on the Arts and Humanities Agency

\$ 1,208,969.00 1% Total to be paid

Pmt #	Amount	Bal due	Description	Date Due	Date Due
Initial	\$ 200,000.00	\$ 1,008,969.00	Initial Payment - For Year 2020	within 30 days from execution of contract	PAID VIA Jillette
1	\$ 63,061.00	\$ 945,908.00	Q1 2021 (1st of 16 pmts due starting Q1 2021)	3/31/2021	PAID 3/31/2021
2	\$ 63,061.00	\$ 882,847.00	Q2 2021	6/30/2021	PAID 6/30/2021
3	\$ 63,061.00	\$ 819,786.00	Q3 2021	9/30/2021	PAID 9/30/2021
4	\$ 63,061.00	\$ 756,725.00	Q4 2021	12/31/2021	PAID 1/3/2022
5	\$ 63,061.00	\$ 693,664.00	Q1 2022	3/31/2022	PAID 3/31/2022
6	\$ 63,061.00	\$ 630,603.00	Q2 2022	6/30/2022	PAID 6/30/2022
7	\$ 63,061.00	\$ 567,542.00	Q3 2022	9/30/2022	PAID 9/30/2022
8	\$ 63,061.00	\$ 504,481.00	Q4 2022	12/31/2022	PAID 12/31/2022
9	\$ 63,061.00	\$ 441,420.00	Q1 2023	3/31/2023	PAID 3/31/2023
10	\$ 63,061.00	\$ 378,359.00	Q2 2023	6/30/2023	PAID 6/30/2023
11	\$ 63,061.00	\$ 315,298.00	Q3 2023	9/30/2023	PAID 9/29/2023
12	\$ 63,061.00	\$ 252,237.00	Q4 2023	12/31/2023	PAID 11/29/2023
	\$ 63,061.00	\$ 189,176.00	Q1 2024	3/31/2024	PAID 3/28/2024
	\$ 63,061.00	\$ 126,115.00	Q2 2024	6/30/2024	PAID 6/28/2024
<b>Credit</b>	\$ 100,000.00	\$ 26,115.00	Credit for Festpac 2016 Contribution	9/30/2024	PAID 2016
2	\$ 26,115.00	\$ -	Q3 2024	9/30/2024	PAID 9/27/2024

Email: [official@guamairport.net](mailto:official@guamairport.net)

### LETTER OF TRANSMITTAL

**VIA EMAIL:** [angie.taitague@caha.guam.gov](mailto:angie.taitague@caha.guam.gov)

**DATE:** July 23, 2024

**TO:** Angie R. Taitague, Director  
The DNA Building,  
238 Archbishop F.C. Flores Street, Suite 202  
Hagatna, Guam 96910

**FROM:** Executive Manager

**SUBJECT:** MOA Between the Guam Council on the Arts and Humanities and the  
A.B. Won Pat International Airport Authority, Guam

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**ITEMS**

**DESCRIPTION**

1 Digital Copy MOA Between the Guam Council on the Arts and Humanities and the  
A.B. Won Pat International Airport Authority, Guam

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<input type="checkbox"/> For your information and use	<input type="checkbox"/> Per our conversation
<input type="checkbox"/> For your files	<input type="checkbox"/> Pls. provide us with copy
<input type="checkbox"/> Per your request	<input type="checkbox"/> For necessary action
<input checked="" type="checkbox"/> For signature & return to our office	<input type="checkbox"/> For Billing Purposes

**Remarks:**

---

  
John M. Quinata

Attachment



## MEMORANDUM OF AGREEMENT

Between

GUAM COUNCIL ON THE ARTS AND HUMANITIES

and

A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM

This **MEMORANDUM OF AGREEMENT** (hereafter referred to as "MOA") is entered into on the effective date indicated below by and between the GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY ("CAHA") and the A.B. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM ("GIAA").

**WHEREAS**, CAHA administers Guam's One Percent for the Arts Program (the "Program") established by the Arts in Public Buildings and Facilities Act (the "Act") codified at 1 GCA § 850 et seq.; and

**WHEREAS**, GIAA is engaged and will be engaged in various construction projects that may be subject to the Program and the Act; and

**WHEREAS**, GIAA has certain obligations under its grant agreements with the Federal Aviation Administration relating to the use of Airport revenues ("GIAA Grant Obligations"); and

**WHEREAS**, GIAA and CAHA desire to enter into this MOA to set forth procedures, terms, and conditions that permit GIAA to comply with the Program and the Act while upholding its Grant Obligations.

**NOW THEREFORE**, CAHA and GIAA, for and in consideration of the mutual covenants hereinafter set forth hereby **AGREE** as follows:

### I. APPLICABLE PROJECTS: ONE PERCENT ALLOCATION

A. **Construction Projects.** The GIAA construction projects subject to this MOA are set forth in **Attachment 1**, attached hereto and incorporated herein.

B. **GIAA Art Allocation.** The agreed upon allocation for art required by the Act for each construction project shall be set forth in **Attachment 1**. GIAA and CAHA may negotiate the art allocation amount on a project-by-project basis. GIAA's art allocation is referred to herein as the "GIAA Art Allocation."

C. **Additional Projects.** GIAA and CAHA may amend **Attachment 1** to add new GIAA construction projects by written agreement of the parties. Said amendment shall also state the GIAA Art Allocation for each new project.



D. **CAHA Administrative Fee.** One percent (1%) of the GIAA Art Allocation shall be payable to CAHA for administrative costs associated with carrying out this MOA as set forth herein ("CAHA Administrative Fee"). The CAHA Administrative Fee for each construction project shall be set forth in **Attachment 1**.

E. **Use of Funds.** The GIAA Art Allocation may be used for the costs associated with design, composition, construction, mounting, display, exhibition, performance, broadcast, maintenance, replacement, and administration of works of art in any of GIAA's buildings. "Works of art" "art" or "works" as used in this MOA shall include, but not be limited to, media art, performing arts, native arts, traditional arts, recycled art, literature, filmmaking, and arts education. Administration costs include costs incurred by GIAA to administer this MOA and the CAHA Administrative Fee. At the end of each Fiscal Year, GIAA shall provide CAHA with an accounting of the use of the GIAA Art Allocation.

## II. SELECTION OF ARTISTS

A. **Solicitation and Selection of Artists.** GIAA, upon consultation with CAHA, shall solicit artists through the issuance of one or more requests for proposals ("RFP"), substantially in the form of **Attachment 2**. The type/form and theme of the works of art solicited in each RFP and the production schedule and deadlines shall be at the sole discretion of GIAA. GIAA shall administer the RFP process in accordance with the Guam Procurement Law and Regulations.

B. **Selection of Artists.** Selection of artists and works of art shall be by a selection committee comprised of five (5) members, appointed according to the Act. The selection committee shall submit its recommendations to the Director of CAHA and Executive Manager of GIAA. The final decision regarding the selection committee's recommendations shall be by the Executive Manager of GIAA, in consultation with the Director of CAHA.

**Contracts with Artists.** GIAA and CAHA shall enter into agreements ("Commission Agreements") for the commission of works of art ("Commissioned Art" or "Commissioned Work" or "Commissioned Works of Art") with the selected artists ("Commissioned Artists") substantially in the form attached hereto as **Attachment 3**. The amount for each Commissioned Work of Art will be negotiated with the Commissioned Artists by GIAA, upon consultation with CAHA.

## III. PAYMENT

A. **Not to Exceed GIAA Allocation.** GIAA's total art program shall not exceed the GIAA Art Allocation.

B. **Payment to Artists.** Commissioned Artists shall remit payment applications to CAHA for approval. CAHA will review the payment applications and if approved, forward a copy to GIAA for final approval and processing. In no event shall GIAA be liable to pay a Commissioned Artist an amount that exceeds the fee set forth in the Commission Agreement. Payments to Commissioned Artists will be made by GIAA after approval by GIAA. CAHA shall oversee and coordinate all issues and questions relating to the payment applications.

C. CAHA Administrative Fee. GIAA shall pay CAHA the CAHA Administrative Fee. GIAA, in its discretion, may pay the CAHA Administrative fee in increments proportionate to the GIAA Art Allocation for a particular project.

#### IV. WORK PERFORMANCE AND RESPONSIBILITIES

A. Access. GIAA shall allow the proposing artists, Commissioned Artists, CAHA employees, and members of the selection committee reasonable access to GIAA buildings where the works of art will be located. All such access shall be subject to GIAA rules and regulations, including, but not limited to, satisfaction of requirements relating to security badging. Completion of site specific safety orientation and training may be a pre-requisite for entry.

B. Waiver of Rights. Each party's payment of fees for the services required under this MOA shall not be construed to operate as a waiver of any of its rights hereunder or of any cause of action arising out of the other party's failure to perform this MOA. Each party shall be, and remain, liable to the other party for costs which may be reasonably incurred by the other party as a result of its negligent performance or any responsibilities under this MOA, as specifically limited by the sovereign immunity of the government of Guam, and by the Government Claims Act, 5 GCA §§ 6101, et seq.

C. No Liability. No party assumes any liability for any accident or injury that may occur to any other party, its officers, agents, dependents, staff, contractors or personal property. No party shall be liable to the other party for any work performed or costs incurred by such other party prior to their execution of this MOA; and each party hereby expressly waives any and all claims for service performed in expectation of this MOA.

D. Compliance with Laws. Each party shall comply with all applicable laws of the United States and of Guam in exercising its rights and performing its obligations under this MOA. In addition, each party shall comply, and cause its agents, employees, and contractors to comply, with all applicable laws of the United States and of Guam in performing work under the contracts and/or accessing the project site.

#### V. MAINTENANCE AND ACCESS TO RECORDS

For three (3) years from the date of the final payment under a Commission Agreement, CAHA and GIAA shall maintain, and cause their contractors to maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred under the Commission Agreement and this MOA and shall make such materials available for inspection at their respective offices at all reasonable times.

#### VI. OWNERSHIP OF WORK and MATERIALS

A. Material Produced Prior To Effective Date. Each party hereto shall retain ownership of project-related documents, drawings, and specifications ("Material") it alone produced prior to the Effective Date. Any and all material jointly produced by the parties prior

to the Effective Date shall remain jointly owned by the parties. Each party grants the other party full rights of use to its material as well as to the jointly produced material.

B. **Material Produced After Effective Date.** All Material, audiovisual recordings, and any and all tangible work product produced pursuant to a Commission Agreement, no matter if produced by CAHA, a Commissioned Artist, GIAA or its contractor(s), shall be the property of GIAA, and GIAA hereby grants CAHA full rights of use indefinitely thereto. CAHA shall be entitled, at its cost, to one copy of all such Material, audiovisual recordings, and tangible work product produced under the Commission Agreements.

C. **Commissioned Art.** GIAA shall have sole ownership of all Commissioned Work. Neither CAHA nor the Commissioned Artists shall have the right to remove the Commissioned Work from GIAA. Commissioned Artists shall retain intellectual property rights to use their commissioned work in their portfolio and on their respective websites. By purchasing the work, GIAA shall have exclusive right to use the art in exhibits, on its websites, and in print and video format for promotional purposes. Any reproductions of the commissioned work made by CAHA or GIAA must be approved in writing by the Commissioned Artist. In the event that GIAA and/or CAHA duplicate the commissioned work for a commercial endeavor, the Commissioned Artist will be credited and compensated via royalties or licensing fees by GIAA or CAHA as appropriate and as specified in the individual Commission Agreements between GIAA/CAHA and each Commissioned Artist.

## VII. TERMINATION.

A. **Termination By Notice.** At any time a party may, by thirty (30) day prior written notice to the other, terminate this MOA in whole or in part either. The parties fully recognize that any Commission Agreements already in effect on the date this MOA is terminated, are separate legal undertakings and can only be terminated in accordance with their own terms.

B. Upon termination of this MOA if no Commission Agreement has been entered into or, if they have, upon termination of such contract by either party thereto, all plans, drawings, briefs, reports, summaries, completed artwork and artwork in progress, and such other information and materials as may have been produced under either contract and utilized by either party hereto in connection with the project shall be placed in the possession of GIAA. Ownership thereof and rights of use thereto shall be determined in accordance with Section VI hereof. GIAA may, upon termination, retain as an off-set for such expenses or fees due to CAHA in connection with the Commission Agreement any funds owed to GIAA. Commissioned Artists shall be entitled, however, to be paid or reimbursed fully and promptly by GIAA for all work satisfactorily performed by them.

## VIII. NOTICES.

Unless during the term of this MOA a party notifies the other party in writing of a change or other address to be used, any notices or notification required or permitted to be given shall be given promptly in writing and delivered in person or by certified mail return receipt requested to the parties at the following addresses.

## **CAHA**

### **Delivery Address:**

**Attn:** Angie R. Taitague, Director  
The DNA Building,  
238 Archbishop PC Flores Street, Suite 202  
Hagatna, Guam 96910

### **Mailing Address:**

**Attn:** Angie R. Taitague  
Director  
P.O. Box 2950  
Hagatna, Guam 96932

## **GIAA**

John M. Quinata  
Executive Manager  
P.O. Box 8770  
Tamuning, Guam 96931

## **IX MISCELLANEOUS PROVISIONS.**

A. **Law; Venue.** This MOA is made under and shall be governed and construed in accordance with the laws of Guam, and the Superior Court of Guam shall have exclusive jurisdiction over any and all disputes, as specifically limited by the sovereign immunity of the government of Guam, and by the Government Claims Act, 5 GCA §§ 6101, et seq.

B. **Severability.** If any provision of this MOA shall be deemed by a court of competent jurisdiction to be invalid or unenforceable, then such provision shall be deemed stricken and the MOA shall be enforced according to its valid and subsisting terms and provisions.

C. **No Waiver.** The failure of either party to insist upon strict compliance with any term, provision, or condition of this MOA shall not be construed as a waiver of either party's rights and remedies under this MOA.

D. **Approvals.** Any approval required herein by GIAA shall mean that the approval of the Executive Manager of GIAA is required, unless another person is designated in writing to issue a particular or limited approval.

E. **Removal of Work.** Removal of Commissioned Work shall be at the sole discretion of GIAA.

F. **Modification.** This MOA may only be modified in writing signed by the parties.

G. **Effective Date.** The terms of this MOA shall become effective on the date it is signed by the Governor of Guam and shall be binding upon the parties hereto and their representatives, successors and assigns.

IN WITNESS HEREOF, the parties have executed this Memorandum of Agreement to be effective as of the Effective Date.

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

**A.B. WON PAT INTERNATIONAL  
AIRPORT AUTHORITY, GUAM**

By: \_\_\_\_\_  
Angie K. Taitague  
Director

By: \_\_\_\_\_  
John M. Quinata  
Executive Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Brian J. Bamba  
Chairman of the Board

Date: \_\_\_\_\_

**ATTACHMENT 1**

**GIAA ART ALLOCATION**

OID PROJECT AMOUNT	ARTS PROGRAM 1%	PROA DESIGN	ART PROGRAM BUDGET	CAAA ADMINISTRATIVE FEE 1 %	Reserved for Art Maintenance	Total Commissioned Art Budget	Total Commissioned Art Budget Per FY
\$ 96,932,000.00	\$ 969,320.00	\$ 506,613.59	\$ 462,706.41	\$ 4,627.06	\$ 30,000.00	\$ 428,079.35	\$ 142,693.12
Program	Fiscal Year(S)	RFP Anticipated Issue Date	Art Work Location	Anticipated Art Work Placement	Budget Allocation Amount	Reserved for Art Maintenance, Administrative and Legal Fee's	Proposed Budget Commissioned Art
3 YEAR PROGRAM	FY24 FY25 FY26	RFP ISSUED BY GIAA	GIAA	TBD By GIAA & Artists' Proposal Submission	\$142,693.12 Per Fiscal Year	\$ 30,000.00	\$ 428,079.35

**AB. WON PAT INTERNATIONAL AIRPORT AUTHORITY, GUAM  
INTERNATIONAL ARRIVALS CORRIDOR:**

The International Arrivals Corridor (IAC), formally known as the Concourse Isolation Design (CID), is a third-level corridor for arriving passengers that provides a permanent solution to the Transportation Security Administration's (TSA) mandate to separate arriving and departing passengers. The IAC is a secured area, and not open to the general public.

**SCULPTURAL USE OF ARCHITECTURAL ICONOGRAPHY**

The following is a summary of the Architectural aesthetics that was developed to integrate the Local CHamoru Arts and Iconography into the façade design for the terminals 3<sup>rd</sup> floor expansion. Architectural Design has long been an accepted medium for artistic expression and the 3<sup>rd</sup> floor expansion has featured the Iconic Proa shape prominently in the Design to celebrate this form and identify it as uniquely CHamoru.

The façade design prominently features the Proa iconography, which is significant to Guam's Indigenous heritage and has important ties to the traditional (seafaring) travel. The GIAA felt that making this historical icon the primary design element was appropriate as it is serving as a gateway into Guam (and the Mariana Islands) for arriving visitors and returning residents.

This design philosophy has been integrated into particular projects where the connection to CHamoru culture and symbolism is a priority.

Further the design team has strived to incorporate cultural references in artistic (and interpretive ways) throughout the facility in the use of patterns, textures, materials and colors within the expansion project.

The concept for the facade takes un-adorned rectangular concrete volume of the new Pods being built and adds structural framing supports and pre-cast concrete panels forming the proportions of the Proa shape and also emulating the shape of the Latte in profile. Graphic images of this design treatment are provided for your reference.

- The GIAA 3<sup>rd</sup> floor expansion for the IAC construction cost was \$96,932,000.00.
- Guam's One Percent of the Arts Program established by the Arts in Public Buildings and Facilities Act, equates to \$969,320.00. The façade design that prominently features the Proa equates to a cost of \$506,613.59 dollars of which will be subtracted from the \$969,320.00, which leaves a balance of \$462,706.41 for the Art Program, breakdown is as follows:

CAHA Administrative Fee 1%:	\$4,627.06
GIAA Art Maintenance:	\$30,000.00
Total Commissioned Art Budget:	\$428,079.35



**CONCOURSE ISOLATION PROJECT**



**Gensler**

EMA ENGINEERS



MARCH 17, 2015

**POD 1 EXTERIOR DESIGN**



**GIAA ART PROGRAM**

CID PROJECT AMOUNT	ARTS PROGRAM 1%	PROA DESIGN	ART PROGRAM BUDGET	CAHA ADMINISTRATIVE FEE 1%	Reserved for Art Maintenance	Total Commissioned Art Budget	Total Commissioned Art Budget Per FY
\$ 96,932,000.00	\$ 969,320.00	\$ 506,613.59	\$ 462,706.41	\$ 4,627.06	\$ 30,000.00	\$ 428,079.35	\$ 142,693.12
Program	Fiscal Year(S)	RFP Anticipated Issue Date	Art Work Location	Anticipated Art Work Placement	Budget Allocation Amount	Reserved for Art Maintenance, Administrative and Legal Fee's	Proposed Budget Commissioned Art
3 YEAR PROGRAM	FY24 FY25 FY26	RFP ISSUED BY GIAA	GIAA	TBD By GIAA & Artists' Proposal Submission	\$142,693.12 Per Fiscal Year	\$ 30,000.00	\$ 428,079.35



# The Guam Council on the Arts and Humanities Agency

Will hold its Regular Monthly Board Meeting Wednesday  
October 09, 2024, at 3:00 pm  
at 238 Archbishop Flores St. STE 202 2<sup>nd</sup> Floor DNA Bldg. Hagatna

This meeting will also be on a Zoom Platform and Live Streamed

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
  - May 14, 2024
  - July 2024 Meeting held August 1, 2024
  - August 22, 2024
  - September 17, 2024
- IV. Executive Directors Report
- V. FESTPAC 2024 Report
- VI. Board Action
  - FY-2025 Revolving Fund Budget Review/Approval
- VII. Old Business
- VIII. TCD Investments
  - Maga'haga Awards (March 2025)
  - Masters Recognition Program
  - 2025 NEA Grant Awards
  - Strategic Plan Update
  - Percent for the Arts
    - i. Revised Guidelines
    - ii. GIAA & Bio Lab
- VIII. New Business. None.
- IX. Announcements
  - Next Regular Mtg: Tuesday, November 12, 2024 @ 3pm
- X. Adjournment

Any Persons needing Special Accommodation please contact GCAHA Office at  
671-300-1204, 671-300-1206 and 671-300-1207 or  
email at [info@caha.guam.gov](mailto:info@caha.guam.gov).

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