

Dipåtamenton Kaohao Guinahan Chamorro

Department of Chamorro Affairs
Board of Trustees Regular Meeting

March 21, 2013 – 2:00 p.m.

MINUTES

Members Present:

Joseph McDonald, Acting Chairperson; Shana Pangelinan, Treasurer/Acting Secretary; Eddie Benavente and Maria Vilante.

Members Absent:

John Mafnas, Chairperson; Vicente Meno and Dr. Katherine B. Aguon.

Management & Staff:

Joseph Artero-Cameron, President; Cathy Gogue, Vice President; Juanita P. Quintanilla, Administrative Services Officer; Jeffrey San Nicolas, Chamorro Village Manager, Simeon Palomo, Guam Museum and Jennifer G. Paulino, President Office.

Call to Order:

The Department of Chamorro Affairs Board of Trustees March 21, 2013 meeting was called to order by Acting Chairperson McDonald.

President's Report:

Guam Museum Education Quality Committee Update

President Artero-Cameron reported that the Guam Museum Education Quality (EQ) Committee members recently met with Cristobal & Laguana AE Firm and Mr. Barry Howard (the off island museum consultant). Committee members met for several days, meetings lasting six to eight hours per day. The topic of discussion was centered around the various themes and the creation of each Chamorro exhibit. The meeting also discussed the infrastructure and appearance and how each exhibit would be placed. Each content would have its own theme and story. Artifacts from the Guam Museum storage that have been kept in acid free boxes will be indentified in these exhibits. One example, during the American era there was a ship called the USS Guam. This ship was decommissioned. The original bell and flag on this ship was donated to the Guam Museum.

Earmark date for the grand opening of the Guam Chamorro Educational Facility is December 26, 2014.

The Eductional Quality Committee is also partnering with Laguana and Cristobal's exhibit designers, who are reviewing the department's Hale-ta publications such as the "History of the Chamorros". President Artero-Cameron commented on the book as being lucid, authentic, and to be focused on exact language and content are very important details to remember.

Exhibit Designer, Mr. Barry Howard reminded the EQ Committee that he will no longer be available after the ending of July 2013. The Committee was concerned and felt that Mr. Howard should be available during the development of the exhibits up to the grand opening, should any problems arise. Officials from the Guam Economic Development Authority (GEDA) informed the EQ Committee that there is an option in the contract for Lagaña Cristobal to renegotiate the hours for which will involve Mr. Howard's work. This would allow him to assist during the early stages of exhibits designs to include up to the actual grand opening of the GCEF.

Mes Chamorro 2013

President Artero-Cameron thanked the Board of Trustees and staff who participated in the March 15, 2013 Mes Chamorro event at the Chamorro Village. DCA received a grant in the amount of Five Thousand Dollars (\$5,000) from the Guam Visitor's Bureau for this event. Vice President Gogue worked with GVB and the Superintendent of Education to have the schools participate. The funds from the grant also paid for the bus transportation for the school children and other miscellaneous event venues leading up to the event.

The Guam Council of the Arts and Humanities (CAHA) highlighted the newly awarded Masters during this event. The event was an overall success.

Old Business:

Approval of Board Minutes

Motion was made by Member Benavente, seconded by Member Vilante to approve the January 24, 2013 Board Minutes. Motion approved.

New Business:

Chamorro Village Sub-Committee

In the absence of Board Member/Chamorro Village Sub-Committee Chair Vicente Meno, Chamorro Village Manager Jeff San Nicolas gave an update report. Committee members had last met on March 8, 2013. Members reviewed and discussed the Chamorro Village Rules & Regulations. The sub-committee completed the review of the R&R's and have recommended some proposed changes for the Board's deliberation. Example: To keep things simple, continue the incubator program and to continue the 10 year Small Business Incubator. The sub-committee has a "working-draft" of proposed Rules & Regulations for board members to begin reviewing.

President Artero-Cameron told the Board that he requested the opinion of the Attorney General regarding the Jamaican Grill Restaurant lease agreement. Jamaican Grill Restaurant has existed at the Chamorro Village beyond the ten-year incubator program. After Nine months of waiting, the Office of the Attorney General finally responded, stating in writing that the board can not change the incubator program extension beyond their ten year limitation...given the last Board authorized exceeding the ten year grace period for incubator involvement extending it to the year 2016.

Board members discussed the option of granting tenant's an extension of their contract after the first ten years. They also discussed an option to charging incubator business participants the current commercial lease-rate for Hagåtña. President Artero-Cameron recommended that the sub-committee present two different criteria's for the board to consider. Member Pangelinan

thought it would be a good idea to prepare an action plan, moving toward increasing the rental rates, the length (term) of the contract and options for tenants to stay beyond the ten years.

Chamorro Village Manger Jeff San Nicolas also reported that most tenants follow the required business hours, as stipulated in the Lease Agreement. However, there are a few incubator business participants that do not follow the schedule. There are currently eight potential new applicants for review and approval for admission into the Chamorro Village Small Business Incubator Program. Nonetheless, the Chamorro Village currently does NOT have 8 space vacancies.

DCA Re-Organization

President Artero-Cameron informed the board that DCA was advised by the Department of Administration in reference to the Governor's Advisory, (re-organization of agencies), DCA needs to have a public hearing as part of the Administrative Adjudication Act. This would be the last step to completing the requirements for the department's re-organization. President Artero-Cameron will continue working with the DOA's Personnel Division, in following the Government's Administrative Adjudication Act requirements for the last segway to reorganization.

Chamorro Village Restroom Renovations

President Artero-Cameron informed the board that there was a "Request for Proposal" for the renovation of three Chamorro Village restrooms. Unfortunately, each bid submitted was over the budgeted amount available. The Chamorro Village currently has approximately One Hundred Thousand Dollars (\$100,000) from the Guam Economic Development Authority's (GEDA) Qualifying Certificate Program specifically for the Chamorro Village restroom renovations. Due to the over bidding, GEDA recommended that Chamorro Village repair one restroom at a time verses the three together. By renovation one restroom at a time, the cost would probably be more affordable. DCA is working closely with GSA in coming up with an alternative bidding specification to allow multiple options for the renovation of a single restroom to multiple restrooms.

Other Discussions/Announcements:

President Artero-Cameron spoke about the department's Hale-ta book series. The original intent in publishing these books was for them to be used in public schools. DCA worked with the Department of Education on the purchasing of these books for their curriculum. Due to DOE's lack of funds, DCA waited a long period in receiving payments for these books. At times, DOE was only able to fill a portion of their book orders. As a result DCA's was left with an excess inventory in storage that includes the Official Chamorro English Dictionaries. Public Auditor Doris Flores Brooks recommended for the DCA Board revisit this issue on getting the books out to the public schools. This would lessen the inventory carried over each year and storage space. Board members discussed the option of giving away these books to public schools...but all agreed to look into public and private schools, retail stores, miscellaneous book stores and other businesses in an aggressive marketing plan to having the books sold at a reasonable discount.

Member Pangelinan felt that the department needs to work on advertisement and getting these books accessible to the public. She felt that the books are not being advertised and the public

would not know where to find them. President Artero-Cameron asked Member Pangelinan to work with Juanita Quintanilla, the department's financial agent to amend and develop a new sale cost per book. After further discussion a motion was made.

Motion was made by Member Pangelinan, seconded by Member Vilante, to re-explore the options of advertising and marketing the Official Chamorro English Dictionary and the entire Hale-ta book publications out to the community which includes various private and public schools, University of Guam, Guam Community College, rental stores, books stores, catholic books stores, cathedral gift shop, Hurau Chamorro Academy, Chode' store, various Chamorro Village stores, Payless Supermarkets, of island on line sales (Chamorro Clubs) and or not limited to other place of business interested in purchasing at a lower cost then the current sale price. Members all agreed. Motion approved.

Vice President Gogue announced that Guam Public Broadcasting System (PBS) will be hosting a "Come Sip With Us" fundraiser on Thursday, April 4, 2013 at the Cars Plus Showroom in upper Tumon. Tickets are Fifty Dollars each. Vice President Gogue asked each member to come join and to support PBS.

Adjournment:

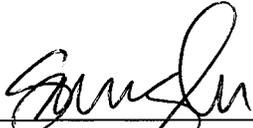
Without further discussion the meeting was adjourned.

APPROVED BY:



JOHN MAFNAS
Chairperson, Board of Trustees,
Dipåtamenton I Kaohao Guinahan Chamorro

4-15-13
Date



SHANA PANGELINAN
Acting Secretary, Board of Trustees
Dipåtamenton I Kaohao Guinahan Chamorro

4-18-13
Date

ATTESTED TO BE TRUE AND CORRECT:



JOSEPH ARTERO-CAMERON
President
Dipåtamenton I Kaohao Guinahan Chamorro

4-18-13
Date

PREPARED BY:



JENNIFER G. PAULINO
Administrative Assistant
Dipåtamenton I Kaohao Guinahan Chamorro

4-18-13
Date

DCA BOT Minutes: March 21, 2013

Dipåtamenton Kaohao Guinahan Chamorro

Department of Chamorro Affairs
Board of Trustees Regular Meeting
March 21, 2013

Resolution No. 01-2013

RELATIVE TO APPROVING THE DEPARTMENT OF CHAMORRO AFFAIRS, I SENGSONG CHAMORRO DIVISION SCOPE OF WORK AND BID PACKAGE FOR PUBLIC RESTROOM IMPROVEMENTS AT I SENGSONG CHAMORRO FACILITY IN HATAGNA, GUAM.

WHEREAS, the Board of Trustees of Department of Chamorro Affairs finds that it is necessary to renovate existing restroom facilities in order to meet the demand for quality and clean public restrooms for our residents and visitors to I Sengsong Chamorro; and

WHEREAS, the Board has determined to Go Green and the attached Scope of Work for the restroom renovation project will include the installation of waterless urinals to reduce water and sewer cost at I Sengsong Chamorro; and

WHEREAS, the Board has agreed the attached Scope of Work for the restroom renovation project will include for the installation of energy efficient light fixtures to lower electrical cost at I Sengsong Chamorro; and

WHEREAS, the Board has agreed the attached Scope of Work for the restroom renovation project will include for the installation of U.S. Commercial standard fixtures for each public restroom at I Sengsong Chamorro; and

WHEREAS, the Board has reviewed the attached Scope of Work and Bid Package for the restroom renovation project and agree that it will improve the quality of the public restrooms, provide for economic and environmental benefits for our island, our residents and our visitors at the I Sengsong Chamorro; and

WHEREAS, the Board has determined that the amount for this project will exceed over the Government of Guam, bid threshold that is needed to advertise an Invitation for Bid for the restroom renovation for the I Sengsong Chamorro; and

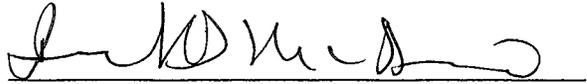
WHEREAS, the Board has determined that the sole funding for this project will be issued by the Guam Economic Development Authority, Qualifying Certificate program with schedule payments issued to the directly to the contractor approved for the restroom renovation at I Sengsong Chamorro; and

WHEREAS, the Board agreed that no funding will be used by the Department of Chamorro Affairs for the restroom improvement project at I Sengsong Chamorro; and

THEREFORE, BE IT RESOLVED, The Board approves the scope of work and bid package attached to the resolution, and directs the President to deliver the appropriate notice to the Guam Economic Development Authority no later than _____, 2013.

ADOPTED by the Board of Trustees of Department of Chamorro Affairs on April 18, 2013.

APPROVED BY:



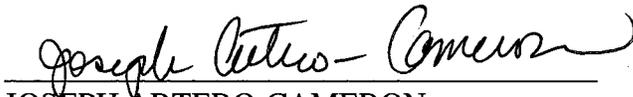
JOHN MAFNAS
Chairperson, Board of Trustees,
Dipãttamenton I Kaohao Guinahan Chamorro

4-18-13
Date



SHANA PANGELINAN
Acting Secretary, Board of Trustees
Dipãttamenton I Kaohao Guinahan Chamorro

4-18-13
Date



JOSEPH ARTERO-CAMERON
President
Dipãttamenton I Kaohao Guinahan Chamorro

4-18-13
Date

DCA Board of Trustees Resolution No. 01-2013