



Guam Council on the
Arts & Humanities Agency *Kahan I Kutturán Guahan*



Honorable Felix P. Camacho
 Governor of Guam

Honorable Michael W. Cruz, M.D.
 Lieutenant Governor of Guam

Patrick R. Bamba
 Executive Director

October 23, 2009

2009 OCT 26 PM 3:09

The Honorable Judith Won Pat
 Speaker
 Thirtieth Guam Legislature
 155 Hessler Place
 Hagatna, Guam 96910

Dear Speaker Won Pat:

Submitted herewith is Guam Council on the Arts and Humanities Agency's FY 2009 4th Quarter reports covering the period of July 2009 through September 2009, as follows:


1. Current Staffing Pattern
2. Expenditure/Encumbrance Report (AS400)
3. Income /Expense Report (Revolving Fund)
4. Income /Expense Report (Festival of Pacific Arts)
5. Electronic format of items 1 through 4 above, one (1) copy

Also reporting the following requirement:

1. No appropriation / authorization for payment of Prior Years' Obligation for this period.


Should you have any questions or require additional information, please give me a call.

Sincerely,


 PATRICK R. BABMA
 GCAHA Executive Director

cc: Public Auditor of Guam
 Guam State Clearinghouse

Attachments

30-09-1243
 Office of the Speaker
 Judith T. Won Pat, Ed. D.
 Date: OCT 26 2009
 Time: 2:21 PM
 Received by: 

Board Members: Matthew Cruz, Chairman; Joyleen Suba, Vice Chairperson
 Mari Flor Herrero, Bryan Duenas, Monica Guzman, Mary Tighe, Sheila Shedd

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1254

**Government of Guam
Fiscal Year 2009 Budget
Agency Staffing Pattern
as of 09/30/09**

[BBMR SP-1]

FUNCTIONAL AREA: Education and Culture
DEPARTMENT/AGENCY: Guam Council on the Arts & Humanities Agency
PROGRAM: Basic State Grants & Services
FUND: General

| Input by Department | | | | | | | | | | Input by Department | | | | | | | | | |
|---------------------|-----------------|------------------------------|-------------------------|-------------|-----------|----------|----------|--------------|------|---------------------|-------------------------|--------------|----------------------------|----------------------|----------|-------------------|------------------|---------------------------|---------------|
| (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) | (N) | (O) | (P) | (Q) | (R) | (S) | |
| No. | Position Number | Position Title | Name of Incumbent | Grade/ Step | Salary | Overtime | Special* | Increment | | (E+F+G+1) Subtotal | Benefits | | | | | | | Total Benefits (K thru Q) | (J + R) TOTAL |
| | | | | | | | | Date | Amnt | | Retirement (J * 25.20%) | Retire (DDI) | Social Security (6.2% * J) | Medicare (1.45% * J) | Life (I) | Medical (Premium) | Dental (Premium) | | |
| 1 | 001 | Director | BAMBA, Patrick R. | L5-8 | \$61,939 | \$0 | \$0 | | \$0 | \$61,939 | \$15,609 | \$404 | \$0 | \$898 | \$174 | \$3,606 | \$413 | \$21,104 | \$83,043 |
| 2 | 010 | Deputy Director | VACANT | L6-8 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3 | 002 | Program Coordinator I | Recruitment in Progress | K-1 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4 | 003 | Administrative Officer | VACANT | L-1 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5 | 004 | Program Coordinator III | BALBAS, Jacqueline G. | M-10 | 43,018 | 0 | 0 | Jan 07, 2010 | 0 | 43,018 | 10,841 | 0 | 0 | 624 | 174 | 1,838 | 231 | 13,707 | 56,725 |
| 6 | 005 | Word Processing Secretary II | VACANT | H-1 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7 | 006 | Stage Maintenance Technician | CRUZ, Paul T. | H-10 | 29,962 | 0 | 0 | Jan 31, 2011 | 0 | 29,962 | 7,550 | 404 | 0 | 434 | 174 | 0 | 0 | 8,562 | 38,524 |
| 8 | 007 | Program Coordinator I | VACANT | K-1 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | 008 | Program Coordinator I | BARCINAS, Sherrie D. | K-12 | 39,618 | 0 | 0 | Jun 12, 2010 | 0 | 39,618 | 9,984 | 0 | 0 | 574 | 174 | 1,380 | 180 | 12,292 | 51,910 |
| 10 | 009 | Program Coordinator IV | VACANT | N-1 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 14 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 15 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 25 | | | | | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | Grand Total: | — | \$174,537 | \$0 | \$0 | — | \$0 | \$174,537 | \$43,983 | \$807 | \$0 | \$2,531 | \$696 | \$6,824 | \$824 | \$55,665 | \$230,202 |

Guam Council on the Arts and Humanities Agency

FY 2009 4th Quarter Basic State Grants Services Expenditure/Encumbrance Report

October 2008 through September 2009

Function: Education and Culture

Department/Agency: Guam Council on the Arts and Humanities Agency

Program: Basic State Grants & Services

| AS400 Account Code | | FY 2008 Federal Fund Expenses | FY 2008 Federal Fund Encumbrances | FY 2009 General Fund Expenses | FY 2009 General Fund Encumbrances | FY 2009 Federal Fund Expenses | FY 2009 Federal Fund Encumbrances | Total Expenditures & Encumbrances |
|--------------------------|--|-------------------------------------|---|-------------------------------------|---|-------------------------------------|---|---|
| 111 | Regular Salaries/Increments | | | 223,836.68 | | | | 223,836.68 |
| 113 | Benefits | | | 70,976.03 | | | | 70,976.03 |
| 220 | Travel- Off-Island/Local Mileage Reimburs. | 2,131.50 | | | | 17,602.91 | 72.00 | 19,806.41 |
| 230 | Contractual Services | 1,026.12 | | | | 45,618.18 | 3,781.13 | 50,425.43 |
| 233 | Rental | | | | | 36,252.00 | | 36,252.00 |
| 240 | Supplies & Materials | 424.45 | | | | 4,649.11 | 929.54 | 6,003.10 |
| 250 | Equipment | | | | | 409.94 | | 409.94 |
| 280 | Sub-Recipient/Subgrant: | 7,125.00 | | | | 98,974.65 | 16,025.35 | 122,125.00 |
| 290 | Miscellaneous | | | | | | | 0.00 |
| 361 | Power | | | | | 37,043.81 | 3,801.19 | 40,845.00 |
| 363 | Telephone/Toll | 3.15 | | | | 3,635.90 | 56.11 | 3,695.16 |
| TOTAL EXPENSES | | \$10,710.22 | \$0.00 | \$294,812.71 | \$0.00 | \$244,186.50 | \$24,665.32 | \$574,374.75 |

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 Cash Basis

Guam Council on the Arts Humanities Agency
FY 2009 Revolving Fund Income/Expense Report
October 2008 through September 2009

| | <u>Oct - Dec 08</u> | <u>Jan - Mar 09</u> | <u>Apr - Jun 09</u> | <u>Jul - Sep 09</u> | <u>TOTAL</u> |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|--------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| Interest Earned | 0.70 | 0.00 | 0.00 | 0.00 | 0.70 |
| Other | 1,683.32 | 2,047.18 | 10,964.81 | 2,905.49 | 17,600.80 |
| Sales Report | | | | | |
| 1 Sales | | | | | |
| Consignment | 1,169.45 | 1,510.95 | 2,945.00 | 987.50 | 6,612.90 |
| Total 1 Sales | 1,169.45 | 1,510.95 | 2,945.00 | 987.50 | 6,612.90 |
| 2 Consignment (COGS) | | | | | |
| Consignment | -601.75 | 0.00 | 0.00 | 0.00 | -601.75 |
| Total 2 Consignment (COGS) | -601.75 | 0.00 | 0.00 | 0.00 | -601.75 |
| 3 Commission | | | | | |
| Consignment | 204.35 | 0.00 | 0.00 | 0.00 | 204.35 |
| 3 Commission - Other | -86.00 | 0.00 | 0.00 | 0.00 | -86.00 |
| Total 3 Commission | 118.35 | 0.00 | 0.00 | 0.00 | 118.35 |
| Total Sales Report | 686.05 | 1,510.95 | 2,945.00 | 987.50 | 6,129.50 |
| Total Income | 2,370.07 | 3,558.13 | 13,909.81 | 3,892.99 | 23,731.00 |
| Gross Profit | 2,370.07 | 3,558.13 | 13,909.81 | 3,892.99 | 23,731.00 |
| Expense | | | | | |
| 220 Travel | 0.00 | 0.00 | 10,417.49 | 0.00 | 10,417.49 |
| 230 Contractual | 5,244.00 | 889.50 | 1,918.84 | 59.00 | 8,111.34 |
| 240 Supplies | 604.89 | 71.27 | 227.99 | 0.00 | 904.15 |
| 250 Equipment | 0.00 | 60.00 | 110.00 | 300.00 | 470.00 |
| Total Expense | 5,848.89 | 1,020.77 | 12,674.32 | 359.00 | 19,902.98 |
| Net Ordinary Income | -3,478.82 | 2,537.36 | 1,235.49 | 3,533.99 | 3,828.02 |
| Net Income | -3,478.82 | 2,537.36 | 1,235.49 | 3,533.99 | 3,828.02 |

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Cash Basis

Festival of Pacific Arts
Income/Expense Report
October 2008 through September 2009

| | <u>Oct - Dec 08</u> | <u>Jan - Mar 09</u> | <u>Apr - Jun 09</u> | <u>Jul - Sep 09</u> | <u>TOTAL</u> |
|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|
| Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Expense | | | | | |
| Bank service charge | 9.00 | 9.00 | 39.00 | -30.01 | 26.99 |
| Freight | 4,000.64 | 0.00 | 0.00 | 0.00 | 4,000.64 |
| Medical | 289.16 | 0.00 | 0.00 | 0.00 | 289.16 |
| Reimbursement | 8,580.00 | 0.00 | 0.00 | 0.00 | 8,580.00 |
| Total Expense | <u>12,878.80</u> | <u>9.00</u> | <u>39.00</u> | <u>-30.01</u> | <u>12,896.79</u> |
| Net Income | <u>-12,878.80</u> | <u>-9.00</u> | <u>-39.00</u> | <u>30.01</u> | <u>-12,896.79</u> |