

Speaker Won Pat <speaker@judiwonpat.com>

CAHA Board Meeting Requirements June 3, 2014

Wed, Jun 11, 2014 at 3:49 PM

32-14-1734

MESSAGES AND COMMUNICATIONS: CAHA Board Reporting Requirements - June 3, 2014

Speaker Won Pat <speaker@judiwonpat.com>

To: Guam Legislature Clerks Office <clerks@guamlegislature.org>

My apologies resending email with the attachments

6/11/20146/3/2014

Guam Council on the Arts and Humanities

Agency

— Forwarded message —

From: Sherrie Barcinas <sherrie.barcinas@caha.guam.gov> Date: Wed, Jun 11, 2014 at 3:27 PM

Subject: CAHA Board Reporting Requirements - June 3, 2014

To: Speaker Won Pat <speaker@judiwonpat.com>, centralfiles@guam.gov

ATTN: Speaker & Legal Office

Pursuant to Public Law No. 31-233 attached are the following for CAHA's board meeting held on June 3, 2014

- Agenda
- 2. Approved Board Minutes of May 13, 2014
- 3. Attachments

Should you have any questions, please feel free to respond via email or contact me.

Ufisinan I Etmås Ge'helo'Gi Liheslaturan Guåhan

Office of Speaker Judith T. Won Pat Ed.D.

Kumiten Idukasion yan Laibirihan Publeko

Committee on Education and Public Libraries & Women's Affairs

155 Hesler Place, Suite 201, Hagatna, Guam 96910

472-3586 Fax: (671) 472-3589

www.guamlegislature.com / speaker@judiwonpat.com

3 attachments

June 3, 2014 Agenda.pdf 23K

Approved Minutes of May 13, 2014.pdf

June 3, 2014 Attachments.pdf 251K

Tel: (671)

1734

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY Regular Board Meeting June 3, 2014 - 3:00 pm A G E N D A

I. CALL TO (
I. CALLIUC	3KI 3E H

- II. REVIEW AND APPROVAL OF MINUTES DATED MAY 13, 2014
- III. PRESIDENT / CHAIRPERSON'S REPORT
- IV. OLD BUSINESS
 - A. Percent for the Arts
 - 1. GCEF, Judy Flores
 - 2. GPA, Jen Sablan-Ooka
 - 3. Pending: GIAT (Airport), GCC, GRMC, Children's Library, UOG, Okkodo High School
 - 4. Administrative Cost Fees
 - B. New/Renewal of Board Members / Strategic Plan
 - 1. Kristal Koga Confirmation Hearing June 3, 2014 @ 6:00pm
 - C. Memorandum of Agreement for Gallery in Guam Museum
 - D. Special Project Pilot Program
- V. NEW BUSINESS
 - A. Dept. of Interior Technical Assistance Program Grant (TAP)
- VI. BUDGET REPORTS
 - FESTPAC FY 2014
 - CAHA FY 2014
- VII. 2016 FESTIVAL OF PACIFIC ARTS
 - A. 2016 Guam Delegation
 - **B.** Coordinating Committee Update
 - C. Programming Committee Meeting
- VIII. OTHER ANNOUNCEMENT & DISCUSSIONS
 - A. Next Board Meeting scheduled for July 1, 2014 at 3:00pm.
- IX. ADJOURNMENT

GUAM COUNCIL ON THE ARTS AND HUMANITIES AGENCY Regular Board Meeting May 13, 2014

I. CALL TO ORDER

The Guam Council on the Arts and Humanities Agency's regular board meeting was called to order at 3:18 pm by Chairperson of the Board, Monica Guzman. Board members present were Chairperson Monica Guzman, Jenevieve Ooka, Michael Bevacqua, Donna Kloppenburg and later joined by Vice Chair John Ibanez. Also present were Administrative Officer Sherrie Barcinas.

II. REVIEW AND APPROVAL OF MINUTES DATED APRIL 8, 2014

Ms. Ooka moved to approve the minutes of April 8, 2014 subject to corrections. Motion seconded by Mr. Bevacqua.

UNANIMOUSLY APPROVED

III. PRESIDENT / CHAIRPERSON'S REPORT

Chairperson Guzmam reported that a press conference for the Festival of Pacific Arts was held on May 13, 2014 at the Latte of Freedom Foundation and was well attended.

IV. OLD BUSINESS

A. Percent for the Arts

- 1. GCEF Ms. Flores was not present to provide an update.
- 2. GPA Ms. Ooka reported that there has been an ad in the paper soliciting for artists, an orientation which had a huge response, and a request for site inspection on May 10, 2014. The Request for Qualification will be closing on May 30, 2014. There has been an addendum to the RFQ with another addendum to be forwarded to those artists who have attended the orientation and recent site visit. The addendums will also be posted on CAHA's website.

Chairperson Guzman reported that she attended the site visit and stated that there were concerns on the RFQ that were not date specific. Basically questioning whether the design concepts/proposals were due May 30, 2014 which is not the case. Therefore, Addendum No. 2 would provide a revised project schedule to include those specific dates and other interior drawings from the architect.

Pending GIAA (Airport), GCC, GRMC (Medical City), Children's Library
 Chairperson Guzman reported that GIAA will include the % for the Arts unlike the Museum & GPA projects which were after the fact. GRMC still pending meeting.

Chairperson Guzman requested that the University of Guam be listed as well under the % for the Arts. There was a recent ad in the newspaper on the University of Guam facility and had requested that President Joseph Cameron make contact with UOG on the matter.

In addition, to include Okkodo High School. Chairperson Guzman stated that Okkodo is building an extension and due to a recent GPA ad, had prompted Okkodo

to contact Senator Yamashita who was able to get together with the Guam Community Education Foundation. Chairperson Guzman had requested via email that CAHA Staff Jackie Balbas send a letter to Okkodo High School. Guzman also stated that the President is expected to come out in June for a "Grip & Grin" and turn the keys over to DOE by July 2014.

4. Administrative Cost Fees

Chairperson Guzman reported that the administrative cost fee of 2% from the 1% was approved by the board during its last meeting in April 8, 2014. In addition, she stated that according to Senator Yamashita, the board could direct the administrative fees if the board came up with a policy. Basically to program the funds for something else.

B. New/Renewal of Board Members / Strategic Plan

Chairperson Guzman reported that Kristal Koga had already submitted her documents last week and hopes that confirmation hearing will take place in the next month or so.

C. Memorandum of Agreement for Gallery in Guam Museum

No update as both Judy Flores & CAHA Staff Jackie Balbas were not present.

V. NEW BUSINESS

A. Special Project - Pilot Program

Chairperson Guzman presented a proposal for a pilot program submitted by Hurao Academy on an apprenticeship curriculum level I for young kids in various traditional arts such as weaving, blacksmithing, body ornamentation and seafaring. It will be a 4 month project with 8-10 apprentices at a proposal of \$6,000. After some discussion with unanswered questions, the board decided to request the following information and then send via e-vote to board members for their approval/disapproval.

- 1. What is the recruitment process / section criteria in obtaining the apprentices? Would it be open to the public?
- 2. Reduce the number of subject areas to teach from four to two.
- 3. Provide detail information on the contact hours per month.
- 4. Would there be a fee for students to participate?
- Increase masters fee
- 6. Pilot Program to begin in July instead of June

Mr. Bevacqua stated that it is good to combine the traditional knowledge with the language but not getting enough contact hours would not be beneficial to those being taught.

Vice Chair Ibanez brought up a concern that funding this type of program may open up the doors to others who may also want to be funded outside of CAHA's regular grant cycle process. Chairperson Guzman stated that it is rare that CAHA would receive such a request but it's the effort that Hurao would request for funding. CAHA Staff Barcinas had also brought up a concern that Hurao currently has a grant with CAHA in which it has been policy that non-profit organizations are only allowed to apply for one grant or seeking funding within a fiscal year. Chairperson Guzman then questioned whether the program could be funded as an individual under the Project Director, Anna Marie Arceo in which CAHA Staff Barcinas stated it could. Chairperson Guzman suggested that the project could possibly be a joint CAHA project with Anna

Marie and Hurao rather than Hurao project sponsored by CAHA to avoid the perception that funding requests could be entertained at any time.

Vice Chair Ibanez moved to support project with clarifications and recommendations on several items. Motion seconded by Ms. Ooka.

UNANIMOUSLY APPROVED

VI. BUDGET REPORTS

FESTPAC FY 2014

The current balance in the account is \$79,584.10 and CAHA expects an additional \$60,000 from the balance of FY 2012 appropriation.

Chairperson Guzman stated that as a part of a country report update on culture and art on Guam, SPC requested that the report apply to certain goals of the region and tied in with the national budgets. With this, it was questioned as to what was Guam's allocation to culture compared to the annual budget. It was reported that if 1% of the annual budget goes to culture then Guam has met the required percentage. However, based on the listing provided by Chairperson Guzman, the percentage was only at 0.00667 even with the inclusion of other departments and non-profit organizations to include % for the arts program.

CAHA FY 2014

- Revolving Account CAHA Staff Barcinas reported that the actual balance in the revolving account is \$347.54 with \$13,700 set aside for Louis Vuitton Masters Project and \$5,500 for FESTPAC Workshops, Interactive Activity at GMIF \$577.73 and \$229.99 on Guam Preservation Trust Sponsorship for PREL Talk Story.
- Overall Budget With a correction on last month's reporting, the available funds as of this date is \$29,605.04 and with anticipated expenses of about \$22,500. The estimated balance would then be \$7,105.04

CAHA Staff Barcinas reported that CAHA received its indirect cost 16.01% for FY 2014 in which funds were allotted but placed in reserved. A request to release these funds would be necessary in order to cover the indirect costs. The indirect costs is calculated by taking the total expenditures of salaries multiplied by 16.01%.

VII. 2016 FESTIVAL OF PACIFIC ARTS

A. 2016 Guam Delegation

Chairperson Guzman reported that a breakdown has already been established for the disciplines and the number of slots per delegation with the inclusion of the diaspora. Before a call out could be made, the committee needs to decide on how to handle the mainland Chamorros. Several people in which the committee could reach out to organize the diaspora of the Guam delegation are:

- Jay Rojas East Coast & Guam Society of America
- > Thelma Hechanova (Los Angeles) & Sandy Flores Uslander (San Diego) Southern California & Arizona
- > Others such as Bernard Punzalan (Spanaway, Tacoma) & Hawaii

Chairperson Guzman requested from the board, names of individuals that the committee could reach out to. Once a communication listing for stateside has been established, the call out could then be made.

B. Coordinating Committee Update

The next meeting is scheduled for May 21, 2014 at which time Chaiperson Guzman hopes for a motion that all programming budgets be approved. The programming proposed budget is currently at \$1.7million from the various subcommittees. The two committees that came in at a high were Seafaring at \$1.2million and \$475k for fashion.

The other request for motion is to make a decision on the venue.

C. Programming Committee Meeting

The next meeting is anticipated to be the 1st Saturday of June 2014.

VIII. OTHER ANNOUNCEMENTS & DISCUSSIONS

Festpac Fundraiser scheduled for Tuesday, May 27, 2014 at Sheraton Hotel.

Chairperson Guzman commended University of Guam for great job on the Pagett Play with a total of six performances. In addition, thanked Bank of Guam for being a latte sponsor for FestPac at \$100,000.

Next board meeting scheduled for June 3, 2014 at 3:00pm.

IX. ADJOURNMENT

With no further discussion, Ms. Ooka moved to adjourn the meeting at 4:27 pm. Motion seconded by Ms. Kloppenburg.

UNANIMOUSLY APPROVED

Minutes prepared by:

Sherrie A.D. Barcinas Administrative Officer

Guam CAHA

Concurred by:

Joseph Artero-Cameron President, Guam CAHA

Div. of Dept. of Chamorro Affairs

Attested to be true and correct by:

Monica Guzh Chairperson

Guam CAHA Board of Directors

Request for Qualification No. 14-3621-002

Page 2, Item no. 3 under Submittals, should read: <u>A listing of</u> at least four (4) professional references from individuals who are familiar with your artwork produced in the past five (5) years.

REVISED PROJECT SCHEDULE

Solicitation Issue Date

April 15, 2014

Orientation at CAHA Gallery

May 3, 2014, 10am (ChST)

Review of project requirements Review of artwork spaces within the building Discussion of theme/concept

RFQ Responses Due

May 30,2014, 5pm (ChST)

Evaluation of Applications

June 2-6, 2014

Select and Commission Artists

June 9, 2014

Design Concepts/Proposals Due

June 30, 2014

Contract Negotiations

July 1-6, 2014

Production of Artwork

July 9 - October 31, 2014

Final Artwork Due

November 1, 2014

Installation of Artwork

November 2014

MEMORANDUM OF AGREEMENT

Between the

GUAM COUNCIL ON THE ARTS AND HUMANITIES (CAHA)

And the

DEPARTMENT OF CHAMORRO AFFAIRS and

Its division

GUAM CHAMORRO AND EDUCATIONAL FACILITY

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 (hereafter referred to as "CAHA") and the DEPARTMENT OF CHAMORRO AFFAIRS more specifically its division GUAM CHAMORRO AND EDUCATIONAL FACILITY (hereafter referred to as "DCA" or "GCEF" "DCA/GCEF").

RECITALS

WHEREAS, Public Law 30-228 called for the design and construction of the Guam and Chamorro Educational Facility ("GCEF") in Historic Hagatña and this facility is part of Governor Edward Calvo's plan to revitalize the historic and cultural capital of Hagatña;

WHEREAS, The Guam Museum, is a Division of the Department of Chamorro Affairs also known as the GCEF:

WHEREAS, the GCEF will be a world class facility scheduled to open in late 2014, that will operate seven (7) days a week and will include seven (7) permanent exhibit galleries and a changing exhibit gallery to house examples of Guam's historic collections and artifacts, including those which may be repatriated from off-island locations and collections, in addition to a museum store, an indoor and outdoor theater, an indigenous plant garden and other amenities;

WHEREAS, the GCEF will be a dynamic cultural destination that reflects a sense of Guam, the Chamorro culture and will draw a wide audience from around the region including Guamanian residents, military families and visitors from around the world;

WHEREAS, the GCEF's changing exhibit gallery will feature quality local art exhibitions, cultural and historic displays; as well as traveling exhibits;

WHEREAS, the Guam Council on Arts and Humanities Agency (CAHA) is the state arts agency of Guam, and is currently a division of the Department of Chamorro Affairs;

WHEREAS, CAHA's mission is encourage and foster the opportunity for participation in the arts and humanities with programs designed to benefit citizens of all ages and from every sector of the community;

APPROVED AS TO FORM & LEGALITY:

Leonardo M. Rap Attorney General		201	A Comment of the Comm	
Date:		APPROVED:	ho.	
	The state of the s	EDWARD BAZA CALVO GOVERNOR OF GUAM	A CONTROL OF THE CONT	
. : :		GOVERNOR OF GUAM		



Sherrie Barcinas <sherrie.barcinas@caha.guam.gov>

HURAO/CAHA Apprenticeship Pilot Program

Anna Marie Arceo <sainaguinifi@gmail.com>

Mon, May 19, 2014 at 3:26 PM

To: sherrie.barcinas@caha.guam.gov, monicaguzman@galaidegroup.com, Anna Marie Arceo <sainaguinifi@gmail.com>

Håfa Adai Monica and Sherry,

Attached is the proposal with the suggested changes you asked me to address. I highlighted in YELLOW the changes I made to the proposal.

SPECIAL NOTE:

- 1. I am humbly asking that we start the program in June...as I already had to start sending out for recruitment as I had to consider that parents are already "looking" for where to put their children for the summer and we would have lost many prospects if we start in July. Praying that we can push for June.
- 2. I added a \$50.00 registration fee that will be divided amount the Master/Traditional Artists.

I look forward to your reply. ****PLEASE REPLY TO ME AT THIS EMAIL ADDRESS.

Pås yan Guinaiya!

Si Ann Marie



"IRENSIA PARA I FAMAGU'ON" A HURÅO/CAHA APPRENTICESHIP PILOT PROGRAM

PROPOSAL for June-September 2014

EXECUTIVE SUMMARY

HURÅO, ACADEMY'S mission is to "promote and perpetuate the Chamoru language, culture, traditions and heritage for the past, present, and future generations of children through the implementation of immersion community programs, apprenticeships, the development of educational materials, and any other related areas that support this mission."

The use of immersion methodologies for the restoration of indigenous languages, culture, traditions and heritage has be proven in a number of communities through out the world. The Chamoru community on Guam continues to show the need and interest in the preservation of its indigenous language, culture, traditions and heritage. However, there aren't enough apprenticeship programs being implemented, and evidence of progress is slow and will continue to decline, if we don't implement programs on a regular basis leaving the language, culture, traditions and heritage in a state of crisis and at risk for extinction. The Irensia Para I Famagu'on-ta Project will address this problem by increasing the number of youth apprentices and at the same time increasing their fluency of the Chamoru language.

PROJECT GOAL

The "IRENSIA PARA I FAMAGU'ON-TA" project goal is "To increase the number of youth apprentices in the various art traditions such as weaving and seafaring, which will result in the perpetuation and preservation of these traditional art disciplines in the younger generations of Chamoru children"

OBJECTIVES

- Objective 1: Pilot a hands on Chamorro Traditional Arts Youth
 Apprenticeship Curriculum (Level I) in the areas of a) weaving and
 b) seafaring traditions.
- Objective 2: To train and qualify at least 8-10 Chamorre youth in the various areas of weaving and seafaring.
- Objective 3: To create a sustainable and stable educational
 environment of the developed and piloted Chamorro Traditional Arts
 Youth Apprenticeship Curriculum so that we can continue the program in
 future cycles.

RESULTS

- 1) By the end of the fourth month of the pilot project, 8-10 apprentices would have gone through Level I of the traditional arts curriculum in the various Chamorro traditional art disciplines.
- 2) The Chamorro Traditional Arts Youth Apprenticeship Curriculum (Level I) would have been piloted and revised for future cycles of the program.

BENEFITS

1) Guam and it's people will have an additional 8-10 youth practicing in a Chamorro traditional art discipline.

- 2) DCA and Huråo, Inc. will have accomplished coming closer to their goal of their organizational mission as far as the perpetuation and preservation of the Chamorro language, culture, traditions, and heritage.
- 3) The various traditional arts instructors and Masters would have gained the experience and increased self-esteem and self-identity of passing on our heritage and knowledge to future generations.

DESCRIPTION/CAPACITY OF ORGANIZATION

Please see the attached Non-profit Incorporating Certificate, and 501c3 Exemption Certificate.

Huråo, Inc. dba: Huråo Academy, has grown its language immersion programs from a summer and after-school program serving 215 students in 2005, to adding parent, adult, and corporate class programs serving over 5,000 students, parents, and adults in the community at large within the past ten years. Huråo Academy has demonstrated consistent enrollment and services to the community since 2005 to the present. Huråo Academy has been the only organization on Guam who has consistently provided Chamoru Language Immersion programs to the community. Huråo Academy has garnered and managed a \$159,000.00 grant from AmeriCorps for Fiscal year 2009-2010. Additionally, they have secured close to \$900,000.00 on a three-year grant from the Administration for Native Americans (ANA), under the Esther Martinez Initiative, Language Restoration for Fiscal year 2010-2013.

PROJECT DESCRIPTION/APPROACH

To accomplish the goal of the IRENSIA PARA I FAMAGU'ON-TA project, we will:

- 1) recruit existing trained, qualified and experienced traditional artists and Masters registered with CAHA in the areas of a) weaving and b) seafaring.
- 2) secure the development, piloting and training of an immersion traditional arts curriculum.
- 3) develop an aligned evaluation in the two (2) disciplines of traditional art that will be administered at the end of every month.
- 4) a) recruit 10-15 youths between the ages of 12-18 to go through the four (4) month pilot apprenticeship program. b) recruitment plan: Announcements, social media (facebook, email), KUAM ads, and posters ads will begin before the summer starts. Youth applicants must come in to be interviewed and assessed of their current knowledge, interests, willingness and commitment as an apprentice. All interviews will be scored by an administrator, the masters and traditional artists who will be teaching the classes.

EVALUATION PLAN

- 1) The traditional artists along with the Program Director will administer a monthly evaluation in the two (2) areas of traditional arts curriculum to measure the apprentices progress.
- 2) The masters/traditional artists along with the administrative staff will keep monthly logs of sign in sheets for all the contact hours that the apprentices complete beginning **June 9 thru September 9, 2014**. All together, the apprentices will have completed 168 (3 per week x 4 hrs. per day x 14 weeks) contact hours with the master/traditional artists by the end of the fourth (4th) month.
- 3) End products and accomplishments made by apprentices through out the training and piloting of the program will be displayed and exhibited after the pilot period comes to an end.
- 4) Photo and video documentations will be taken as evidence of progress through out the program.

BUDGET

BUDGET ITEM	CAHA/DCA	PROJECT INCOME	IN-KIND	TOTAL
Personnel/Contractual				
Project Director	\$2,000.00 (\$ 500.00 x 4 months)		\$2,000.00	\$4,000.00
Curriculum Writer	\$ 2,000.00		\$2,000.00	\$4,000.00
Traditional Artists	\$ 400.00 (\$50.00 x 4 months x 2 disciplines)	\$750.00 (15 appren. x \$50.00 reg. fee) /2 disciplines =\$375.00	\$ 400.00	\$1,550.00
Office Space	\$600.00 (\$150.00 x 4 months)		\$ 600.00 (\$150.00 x 4 months)	\$ 1,200.00
Supplies	\$1,000.00		\$1000.00 (x 4 months)	\$2,000.00
TOTALS	\$6,000.00	\$750.00	\$6,000.00	
ТОТ	AL PROJECT COS	ST		\$12,750.00

*Note: There will be a ONE TIME \$50.00 Registration Fee assessed which will go to Masters/Traditional Artists no tuition fees assessed.

FY2014 CAHA Appropriation - As of: 05.29.14

		Total			Įđ	Outstanding				Linalioted			
General Fund	Ap	Appropriation	Ú	Expenditures	E	Encumbrance	= -	Available	Mon	Monthly Release		œ	Reserve
Salaries	↔	180,053.00	₩	112,978.08			s	4,754.92	49	62,320.00		es	
Benefits	↔	83,861.00	₩	40,487.11			↔	14,346.89	₩.	29,027.00		· 63	ı
In Direct Cost												⇔	•
Operations	1												
Travel			↔	17,932.24	क	708.00	↔	5,297.76					
Contractual	↔	55,380.00	↔	23,059.48	↔	14,028.33	↔	7,574.19	↔	6,780.00		₩	6,780.00
-Advertisements -NASAA Membership													
-News Subscriptions													
-Website Maintenance													
-Strategi													
-Inetwork Maintenance Office Snace Rental	6	47 850 00	€	31 900 00	4	15 950 00	4						
Supplies	÷ +-	5 000 00	÷ +-	1 651 58	· 6	499.03	→ 45	(150.61)	4	3 000 00		¥	3 000 00
Equipment	•		•	2	,		↔	(10:001)	•	0,000		>	2,000.00
Sub Grants	↔	185,962.00	↔	123,815.15	₩	44,184.85						↔	
Miscellaneous	↔	33,954.00					↔	1	↔	33,954.00		₩.	33,954.00
Telephone	↔	5,740.00	↔	1,021.28	↔	801.10	↔	1,879.62	↔	•			
	69	597,800.00	↔	597,800.00 \$ 352,844.92	↔	76,171.31	↔	33,702.77	↔	135,081.00		₩.	43,734.00
				ш Н	uel/ el. s	Fuel/Supplies Tel. Serv. (5 mos.)		(1,200.00) (621.30)		(43734.00) Reserve (73656.80) Salaries	(43734.00) Reserve (73656.80) Salaries - PPE 5.31 to 10.4		
				ப	SC	DSL (4 mos.)		(303.12)		(26274.99)	(26274,99) Benefits - PPE 5.31 to 10.4		

(90.00) Fuel Exp. Reimb. 220
(5206.76) Travel Americans for the Arts
(3500.00) Equipment
(6000.00) Pilot Program
(4000.00) Discover Art Workshops
(2000.00) Gallery Cleaning Service

(8,584.79) \$

31,578.35 \$

↔

2,196.80

count
AC
Fund
lving
Revo
AHA
am C
3

Balance on Register as of 05.06.14 Louis Vuitton Masters Project GVB Grant - FestPac Workshops Interactive Activity GTP Sponsor - Talk Story Actual Balance to Date

FESTPAC Revolving Fund Account As of 06.02.14

\$137,234.13

\$20,043.95 (\$13,700.00) (\$5,500.00) (\$577.73) (\$128.68) \$137.54