

Guam Public Library System  
Report submitted to the Board  
Tuesday, October 2, 2014  
3:30 p.m.

Provided by Sandra M Stanley, Administrative Officer

1. Binder consisting of all pertinent statutes, Reorganization, Roberts Rule of Order, etc., given to Ms. Denise Reyes and Mr. Kyle Mandapat
2. A copy of the Budget submitted to BBMR per budget ceiling of \$1,521,502 in which funding was approved for vacancies.
3. Public Law 32-181 consisting only for GPLS and Administrative Provision pertinent to employees, etc.

**Approved Budget for GPLS is: \$1,221,589**

4. **NO** funding for the current vacancies for Fiscal year 2015, a listing is attached
5. A copy of the FY 2015 Budget Allotment Schedule is attached.

Other Matter(s):

1. A copy of a Memo from Mr. Cameron dated 9-17-2014 which was received by Central Files to the Governor of Guam requesting for "State of Emergency" for GPLS re: non-functioning air conditioning system and a copy of a "State of Emergency" during prior administration
2. A copy of the Contract between S.K. Construction & Giant Construction (Joint Venture) with GPLS on the Department of Interior Capital Improvement Project for the Agana main library in the amount of \$991,466.72.

The department had received a 60% plan which was reviewed by GPLS and Mr. Cameron with DPW employees on 9-09-2014. We are currently waiting for the 90% plan for review.

Question: Would the Board prepare a plan or contract for fee schedule for the Internet Café?

3. A copy of the request for "Change Order" on the DOI CIP dated 8-12-2014 to Department of Public Works.

**Programs:**

A copy of the Programs handled by GPLS is attached.

## **Boards and Commissions**

1. Memorandum dated 9/26/2012 from Office of Public Accountability re: Notification of Reporting Requirements for Boards and Commissions Pursuant to Public Law 32-233.
2. OPA's website (a copy of) reflecting on Page 2 re: Boards and Commissions.
3. Open Government Law – 5 GCA, Chapter 8



**GUAM PUBLIC LIBRARY SYSTEM**  
**Sisteman Laibirihan Pubbleko Guåhan**  
**Government of Guam**



**The Guam Public Library System Board**  
**Regular Board Meeting**  
**October 2, 2014**  
**3:30 p.m.**

**Agenda**

**I. Call to Order**

1. Introduction of Board Members
2. Roll Call

**II. Nomination/Election of Officers**

(Chairperson, Vice Chairperson, Treasurer, Secretary)

**III. Reports**

1. GPLS Operations Report
  - a. Budget FY 2015
  - b. DOI CIP Budget
  - c. Staff Shortage
  - d. Issues with Non-Patrons
  
2. Library Tech. Supervisor Report
  - a. Programs for Patrons
  - b. GPLS Events/Updates

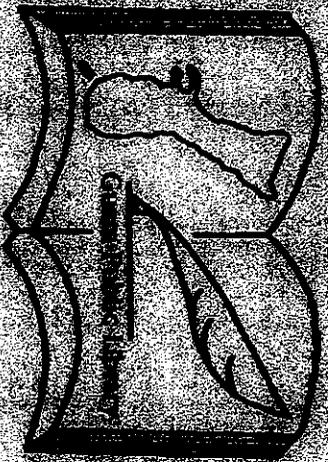
**IV. Open Discussion**

**V. Announcements**

*Next meeting:* \_\_\_\_\_, *at* \_\_\_\_\_ *p. m.*

**VI. Adjournment**

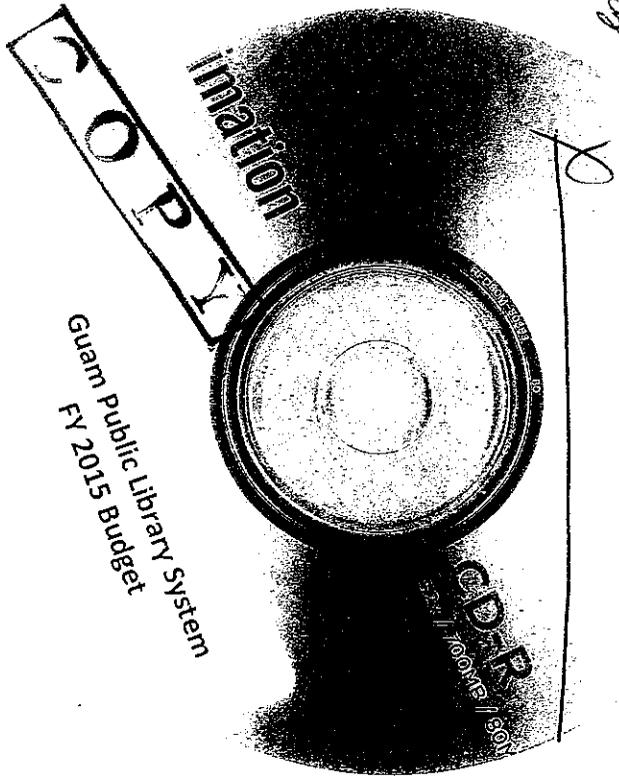
**Guam Public Library System**



**Fiscal Year 2015**

**Submitted on:  
March 4, 2014**

**Budget Ceiling  
\$1,521,802**

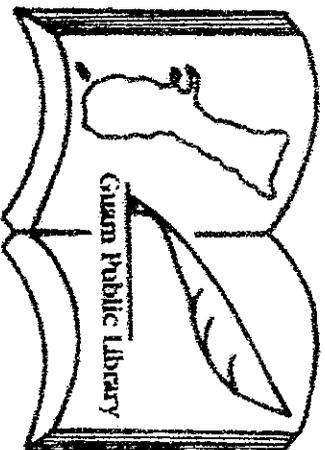


3/4/14  
BT  
(7) Sets to BBMR + app's copy  
C) CD

COMMISSION ON THE GOVERNMENT

MEMORANDUM

# **Guam Public Library System**



**Fiscal Year 2015**

**Budget Request**

**Submitted:**

**February 24, 2014**

**ORIGINAL**



**BUREAU OF BUDGET & MANAGEMENT RESEARCH**

OFFICE OF THE GOVERNOR  
Post Office Box 2950, Hagåtña Guam 96932

**EDDIE BAZA CALVO**  
GOVERNOR

**RAY TENORIO**  
LIEUTENANT GOVERNOR

**JOHN A. RIOS**  
DIRECTOR

**JOSE S. CALVO**  
DEPUTY DIRECTOR

**CERTIFICATION**

The Bureau of Budget and Management Research (BBMR) hereby certifies and approves the budget request for Fiscal Year 2015 herewith attached for the **GUAM PUBLIC LIBRARY**.

BBMR further attests that all efforts were made in the review process to ensure the accuracy of the calculations and that the result indicates compliance with the budget ceiling established for this government entity from all fund sources.

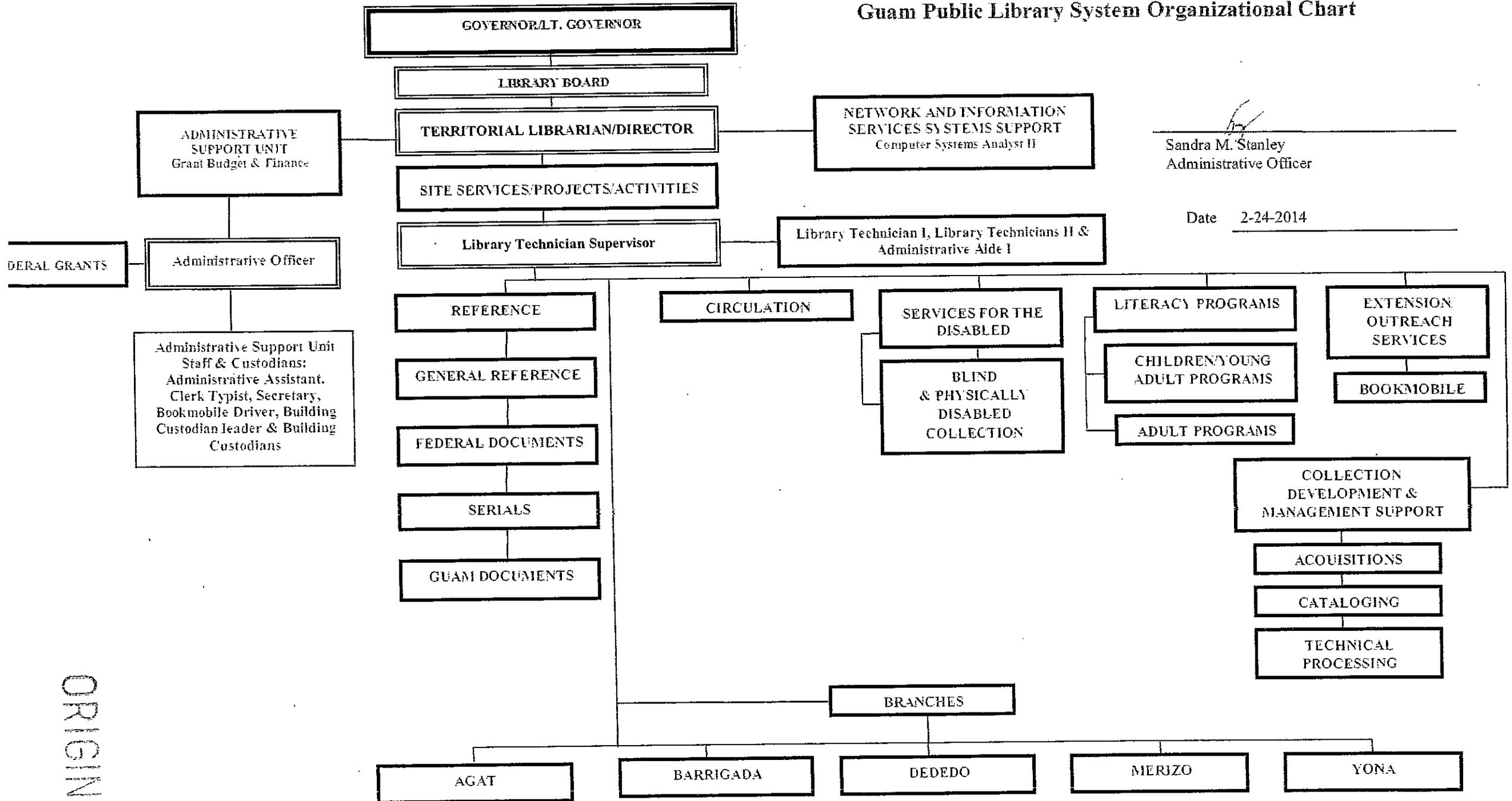
The justification of this budget request is the responsibility of the government entity listed above and any submission outside of the certified submission is neither approved nor sanctioned by the Bureau of Budget and Management Research.

  
JOHN A. RIOS

Date: 11/11/2014

ORIGINAL

# Guam Public Library System Organizational Chart



*[Signature]*  
 Sandra M. Stanley  
 Administrative Officer

Date 2-24-2014

ORIGINAL

Government of Guam  
 Fiscal Year 2015 Budget  
 Department / Agency Narrative

**FUNCTION:**                    Public Education

**DEPT. / AGENCY:**   DCA/Guam Public Library System

**MISSION STATEMENT:**

Although the Guam Public Library System has one Program it consists of five support divisions as follows:

- A.    Administration Support
  - 1.    Office Management
  - 2.    Financial Management
  - 3.    Personnel Management
  - 4.    Grants Management
  
- B.    Reference
  - 1.    Reference
  - 2.    Guam Material
  - 3.    Archival Material
  - 4.    Federal Government Library Programs
  
- C.    Technical Processing
  - 1.    Selection and Acquisition
  - 2.    Classification and Cataloging
  - 3.    Maintenance
  
- D.    Library Services
  - 1.    Circulation Control
  - 2.    Library Assistance
  - 3.    Collection
  - 4.    Library Programs
  - 5.    Inter-Library Loan
  - 6.    Bookmobile
  
- E.    Network and Information System Support
  - 1.    Maintains the local area networks (LANs) in Hagatna, Dededo, Agat, Barrigada, Merizo and Yona libraries.
  - 2.    Uses of the library management system software "Horizon Sunrise System" developed by Epixtech with the following models:  
  
 Cataloging, Circulation, Serials, Reference, Acquisition, PAC (Public Access Catalog)  
  
         Staff PAC  
         Internet PAC  
         PAC for Windows
  - 3.    Archives/retrieving of Guam Collection documents using Alchemy Gold and Cannon Microfilm imaging systems; setup and maintenance of these databases.
  - 4.    Maintains patrons and staff Internet and email access. Responsible for maintaining an Internet Proxy Server using Win Proxy.

5. Maintains a CD/DVD Server; image creation, caching and providing access to users on the network.
6. Maintains Computer Operations jobs that are scheduled and executed on a daily basis, and Off-site Backup/Recovery Systems.
7. Attends weekly training on current and new library technologies.
8. Installs and configures new computer hardware and software.

Serving Guam residents since 1949, our mission is to provide free and open access to information and ideas fundamental to a democracy. The library system will protect intellectual freedom, promote literacy, encourage lifelong learning, and maintain cultural materials.

To implement the automation of the Guam Public Library System.

To supervise the operation of the department's legal mandates.

To develop an effective system of operation toward high performance standards in order to promote better and satisfactory services to the general public.

Maintain the authority: Executive Secretary, Guam Public Library System (Title 5, GCA, Chapter 3, Section 3122);

To ensure an effective management regulation and control of developments determined to be in the public interest for its continued social economic welfare.

### **GOALS AND OBJECTIVES:**

1. Management and Leadership
2. General Administration and Operation

To provide management function and leadership to department staff with the efficient engagement of the department staff along with the department's financial facilities and physical resources to accomplish directed and authorized programs, projects and services. Approves, directs and oversees the department's operations, fiscal and property accountability.

1. Seek to understand the informational, educational, and recreational needs of all the people of Guam in accordance with the American Library Association Library Bill of Rights, Freedom to Read, and Freedom to view statements within the limits imposed by budget and space;
2. Extend library resources into the community to assist individuals and groups with special needs;
3. Work cooperatively with other island libraries in providing information to the public; and
4. Pursue opportunities through new technologies to deliver information more quickly and efficiently.
5. Provide general administrative and operational function to the department's programs.
6. Provide the department's financial resources to accomplish directed and authorized programs.
7. Provide for facilities maintenance support.
8. Provide personnel support.
9. Provide fiscal and property accountability of the department's assets.

**Decision Package  
FY 2015**

Department/Agency: Department of Chamorro Affairs

Division/Section: GPLS

**Program Title:** Public Education

**Activity Description:** The Public Service Program consists of five (5) support sections to carry out the mission and goals of the Guam Public Library System.  
  
(see attachment)

**Major Objective(s):** Increase public understanding and awareness of library services and programs through multi-lingual information dissemination. Upgrade and update all collections through acquisitions. Based on patron service, meet the target of 100% patron satisfaction.

**Short-term Goals:** Hire librarians to adequately staff the main branch and five (5) branch libraries throughout the island.  
  
Continue technology enhancement through computers, CD-ROMS and the Internet.

Workload Output			
Workload Indicator:	FY 2013 Level of Accomplishment	FY 2014 Anticipated Level	FY 2015 Projected Level
Registered Patrons	1,900	2,100	2,000
Circulation	42,000	43,000	44,000
Walk-in Patrons	76,000	77,000	80,000
Internet Users	27,000	28,000	30,000
Computer Users	1,200	1,300	1,400
Books Processed	6,000	6,500	6,000

## GUAM PUBLIC LIBRARY SYSTEM

Program: **Public Education**

Although the Guam Public Library System has one (1) Program, it consists of five (5) support divisions as follows:

### **A. Administration**

1. Office Management
  - Office Policies and Procedures
  - Employees and Board Manual
  - Records and Files
  - Correspondence
  - Board Minutes
  - Equipment and Supplies
  - Library Maintenance
2. Financial Management
  - Budget
  - Program Evaluation and Monitoring
  - Requisitioning
  - Reports
  - Replacements
3. Personnel Management
  - Rules and Regulations
  - Payroll
  - Leaves
  - Staffing
  - Affirmative Action Program
4. Grants Management
  - Institute of Museum and Library Services (IMLS)

### **B. Reference**

1. Reference
  - In-person patron request
  - Telephone requests
  - Selection of reference collection
  - Discarding or weeding material from collection
  - Re-cataloging and reorganizing of references
  - Reference guide
  - Email request
  - Facsimile received from on-island and off-island
2. Guam Material
  - Managing vertical file holdings
  - Establishing index and master subject heading
  - Organizing books, reports and legislative materials
  - Updating vertical file holding clipping of substantial events in newspaper
  - Preserve documents, manuscripts and photographs through proper treatment and storage

3. Archival Material

- Collect, arrange and classify public archives
- Preserve documents, manuscripts and photographs through proper treatment and storage
- Conduct and maintain current inventories
- File documents for use of government employees and the general public
- Reproduce, publish and exhibit documents and manuscripts
- Accept donations and issue receipts
- Establish rules and regulations relative to public archives
- Prepare guides for access to documents and manuscripts

C. Technical Processing

1. Selection and Acquisition
  - Formulating policies
  - Selection of special material
  - Selection of books and non-book library material
2. Classification and Cataloging
  - Dewey Decimal System of Classification
  - Descriptive cataloging
  - Bibliography searching
  - Accessioning collection
  - Preparation of shelf-list cards
  - On-line computerization
3. Maintenance
  - Repairing and replacement
  - Shelf reading
  - Weeding and surveying
  - Inventory

D. Library Services

1. Circulation Control
  - Patron registration
  - Charging and discharging material
  - Retrieval of overdue material
  - Reserve book request
  - Record Management
  - Overdue fines
2. Library Assistance
  - Provide guidance in the selection of material
  - Provide instruction in library use
  - Interlibrary loan and resource sharing
  - Reference assistance and research
  - Duplicating services
  - General Information
3. Collection
  - Fiction and non-fiction adult and juvenile collection
  - Government documents
  - Audio visual collection
  - Periodical collection
  - Services to the blind and hearing impairment

- Services for the elderly
  - Maintenance of collection, weeding, surveying and inventory
  - Publishing and binding
4. Library Programs
- Library tours
  - Film program
  - Summer Reading Program
  - Library presentation / promotions
5. Extension Library Services
- Branch libraries
  - Bookmobile
  - Institutions
  - Departmental technical assistance

**E. Network and Information System Support**

Description:

1. Maintains the local area networks (LANs) in Hagatna, Dededo, Agat, Barrigada, Merizo and Yona Libraries.
2. Uses the library management system software "Horizon Sunrise System" developed by Epixtech with the following models: Cataloging, Circulation, Serials, Reference, Acquisitions, PAC (Public Access Catalog)
  - Staff PAC
  - Internet PAC
  - PAC for Windows
3. Archives/retrieves Guam Collection documents using Alchemy Gold and Cannon Microfilm imaging systems; sets up and maintains these databases.
4. Maintains patron and staff Internet and e-mail access. Maintains Internet Proxy Server using Win Proxy.
5. Maintains a CD/DVD Server; image creation, caching and providing access to users on the network.
6. Responsible for computer operations jobs that are scheduled and executed on a daily basis, and offsite Backup/Recovery Systems
7. Attends training on current and new library technologies.
8. Installs and configures new computer hardware and software.

**FY 2015 Program Priority Statement**

**Program: Saturday Morning Story Time – Main library**

**Activity:** A two (2) hour weekly program consisting of reading aloud stories and poems to school age children. Readings are followed by arts and crafts activities.

**Mission:** To promote the enjoyment of reading for children in the elementary school years.

**Program: Weekday Toddler Story Time – Branch libraries**

**Activity:** A one and one-half (1-1/2) hour weekday program consisting of reading aloud stories and poems to toddlers or pre-school children. Readings are followed by arts and crafts activities.

**Mission:** Newly implemented in 2008 to supplement the demand of the Saturday Story Hour and to promote the enjoyment of reading for children at an early age before school years. This literacy program goes beyond the Main Library in Hagåtña. At least one day a week at the Agat, Barrigada, Dededo, Merizo and Yona branch libraries.

**Program: Homebound Service – Island-wide**

**Activity:** Newly implemented - a free home delivery service of library materials to individuals with disabilities in the form of books, non-books, and “Talking Book” tapes, including Braille materials.

**Mission:** Guam is a Subregional Library for the National Library Service for the Blind and Physically Handicapped (NLS) (website: <http://www.loc.gov/nls>). GPLS provides “homebound” delivery service to individuals with disabilities. Individuals with a temporary or permanent disability which prevents them from reading conventional printed materials, because of a visual, physical or reading disability.

**Program: Summer Reading Program – Main library**

**Activity:** An eight (8) week program consisting of various reading activities, projects and presentations to motivate children to read during the summer months.

**Mission:** To promote the enjoyment of recreational reading.

**Program: National Library Week – Island-wide**

**Activity:** A nationwide campaign which focuses the public’s attention on various services offered by the libraries. Activities include special storytelling, library tours, library card sign-up, and sponsoring contests which promote literacy.

**Mission:** To inform the public about the value of libraries as an information resource, the different services and programs libraries offer as well as to promote library use and support.

**Program: School Tours and Bookmobile Tours – All libraries**

**Activity:** Introduces school age children to the various programs and services offered by the public libraries. In addition, an orientation is given regarding the use of library materials followed by the distribution of library card applications.

**Mission:** To familiarize school age children and senior citizens with the public libraries and the many services they offer and to promote library use.

Attachment to BMR DP-1

**Program:** Special Events – All libraries

**Activity:** Several times throughout the year, the public libraries host special programs such as lectures, art and cultural exhibits, films and craft presentation.

**Mission:** To allow people from all age groups to come together and share their ideas and interests.

**Program:** Read Across America (Dr. Seuss's Birthday)

**Activity:** This is an annual event celebrated in March. GPLS takes part in the National Education Association's (NEA) Read Across America to encourage children to read. This event's main purpose is to also celebrate the children's author, Dr. Seuss on his birthday, and to promote reading.

All over the nation, thousands of people take part through different activities and the main purpose is for everyone "across America" to pick up a book on "Dr. Seuss's Birthday."

**Mission:** Motivate children to read in addition to helping them master basic skills.

**Program:** Teen Read Week

**Activity:** This is a literacy initiative of the Young Adult Library Services Association (YALSA), a division of the American Library Association. It's an annual event, which is held the third week in October. Across the United States public and school libraries, schools, and bookstores take part in Teen Read Week. This is to let teens know the possibilities that exist within the library and within covers of books.

**Mission:** To encourage twelve to eighteen year olds to "Read for the Fun of It".

Government of Guam  
 Fiscal Year 2015  
 Budget Digest

[BMR BD-1]

Account	Appropriation Classification	FY 2013 Expenditures & Encumbrances	FY 2014 Authorized Level	FY 2015 Governor's Request	FY 2013 Expenditures & Encumbrances	FY 2014 Authorized Level	FY 2015 Governor's Request	FY 2013 Expenditures & Encumbrances	FY 2014 Authorized Level	FY 2015 Governor's Request	FY 2013 Expenditures & Encumbrances	FY 2014 Authorized Level	FY 2015 Governor's Request	FY 2013 Expenditures & Encumbrances	FY 2014 Authorized Level	FY 2015 Governor's Request
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
111	PERSONNEL SERVICES	614,600	631,620	775,936	614,600	631,620	775,936	614,600	631,620	775,936	614,600	631,620	775,936	614,600	631,620	775,936
112	Regular Salaries/Increments/Special Pay:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
113	Overtime:	249,465	253,282	354,718	249,465	253,282	354,718	249,465	253,282	354,718	249,465	253,282	354,718	249,465	253,282	354,718
113	Fringe Benefits:	864,065	884,902	\$1,130,654	864,065	884,902	\$1,130,654	864,065	884,902	\$1,130,654	864,065	884,902	\$1,130,654	864,065	884,902	\$1,130,654
220	OPERATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
220	TRAVEL- Off-Island/Local Mileage Reimburs:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
230	CONTRACTUAL SERVICES:	64,665	78,868	84,805	64,665	78,868	84,805	64,665	78,868	84,805	64,665	78,868	84,805	64,665	78,868	84,805
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS:	10,876	8,831	15,000	10,876	8,831	15,000	10,876	8,831	15,000	10,876	8,831	15,000	10,876	8,831	15,000
250	EQUIPMENT:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	200	0	0	200	0	0	200	0	0	200	0	0	200
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL OPERATIONS	75,741	87,699	\$100,005	75,741	87,699	\$100,005	75,741	87,699	\$100,005	75,741	87,699	\$100,005	75,741	87,699	\$100,005
361	UTILITIES	180,009	154,688	185,000	180,009	154,688	185,000	180,009	154,688	185,000	180,009	154,688	185,000	180,009	154,688	185,000
362	Power:	5,100	6,000	7,000	5,100	6,000	7,000	5,100	6,000	7,000	5,100	6,000	7,000	5,100	6,000	7,000
363	Water/ Sewer:	20,206	24,200	24,000	20,206	24,200	24,000	20,206	24,200	24,000	20,206	24,200	24,000	20,206	24,200	24,000
363	Telephone/Toll:	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000
	TOTAL UTILITIES	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000	205,315	184,888	\$216,000
	CAPITAL OUTLAY	0	0	75,143	0	0	75,143	0	0	75,143	0	0	75,143	0	0	75,143
	TOTAL APPROPRIATIONS	1,145,121	1,157,489	\$1,521,802	1,145,121	1,157,489	\$1,521,802	1,145,121	1,157,489	\$1,521,802	1,145,121	1,157,489	\$1,521,802	1,145,121	1,157,489	\$1,521,802
	1/ Specify fund source															
	FULL TIME EQUIVALENCES (FTEs)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	UNCLASSIFIED:	23	21	28	23	21	28	23	21	28	23	21	28	23	21	28
	CLASSIFIED:	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00
	TOTAL FTEs	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00	23,00	21,00	28,00
	GRAND TOTAL (ALL FUNDS)															

ORIGINAL

Schedule A - Off-Island Travel

Department/Agency: DCA/ Guam Public Library System  
 Division:  
 Program: Public Education

Purpose / Justification for Travel				
N/A				
Travel Date: <u>N/A</u>		No. of Travelers: <u>1/</u>		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
N/A				
Travel Date: _____		No. of Travelers: <u>1/</u>		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
N/A				
Travel Date: _____		No. of Travelers: <u>1/</u>		
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.  
 2/ Rates must be consistent with Title 5 GCA, Div.2, Ch.23, §23104 and federal Joint Travel Regulations

ORIGINAL

Schedule B - Contractual

Item	Quantity	Unit Price	Total Price	Funded in FY 2014?	
				Yes	No
Pacific Daily News (Year subscription)	2	\$216	\$432	X	
Marianas Variety (Yearly subscription)	2	\$150	\$300	X	
Stars & Stripes (Yearly subscription)	2	\$156	\$312	X	
G4S Security Services (Monitoring)(Yearly)	1	\$726	\$726	X	
SirsiDynix (Yearly)	1	\$23,322	\$23,322	X	
Vehicle Repairs (Yearly)	1	\$3,000	\$3,000	X	
Xerox (rental) - (3 machines)(Yearly)	1	\$14,183	\$14,183	X	
3M (Maintenance)	1	\$3,584	\$3,584	X	
Span Asia - Alchemey (Software Maint.)	1	\$3,102	\$3,102	X	
Pacific Waste (Trash services)(Yearly)	12	\$636	\$7,632	X	
OTIS Elevator (Maintenance)	1	\$3,920	\$3,920	X	
J&B (AC maintenance)(Yearly)	5	\$2,200	\$11,000	X	
3M (Book detection services)(Yearly)	5	\$1,204	\$6,020	X	
GETS Business Systems (Typewriter Maint.)	1	\$3,562	\$3,562	X	
Secure Safe Solutions (Security alarm)	5	\$742	\$3,710	X	
<b>Total Contractual</b>			<b>\$84,805</b>		

Schedule C - Supplies & Materials

Item	Quantity	Unit Price	Total Price	Funded in FY 2014?	
				Yes	No
Cleaning Supplies (bleach, toilet cleaners)	1	\$2,500	\$2,500	X	
Fuel / Lubre (2 Gov't. vehicles)(Yearly)	1	\$5,000	\$5,000	X	
General office supplies	1	\$4,800	\$4,800	X	
Technical Processing Supplies	1	\$2,500	\$2,500	X	
Plumbing and electrical supplies (Yearly)	1	\$200	\$200	X	
<b>Total Supplies &amp; Materials</b>			<b>\$15,000</b>		

Schedule D - Equipment

Item	Quantity	Unit Price	Total Price	Funded in FY 2014?	
				Yes	No
			\$0		
			\$0		
			\$0		
<b>Total Equipment</b>			<b>\$0</b>		

Schedule E - Miscellaneous

Item	Quantity	Unit Price	Total Price	Funded in FY 2014?	
				Yes	No
			\$0		
			\$0		
			\$0		
<b>Total Miscellaneous</b>			<b>\$0</b>		

Schedule F - Capital Outlay

Item	Quantity	Unit Price	Total Price	Funded in FY 2014?	
				Yes	No
Building Emergency Repairs	1	\$69,143	\$69,143		X
J&B (70-Ton Chiller)	1	\$6,000	\$6,000		X
			\$0		
<b>Total Capital Outlay</b>			<b>\$75,143</b>		

Government of Guam  
Fiscal Year 2015  
Agency Staffing Pattern  
(PROPOSED)

FUNCTIONAL AREA: Public Education

DEPARTMENT/AGENCY: DCA / Guam Public Library System

PROGRAM: Hagatina & All Branch Libraries

UND: General Fund / 5100A143611GA001 (Per OFB Request)

10- Number	(A) Position	(B) Position Title	(C) Name of Incumbent	(D) Grade/Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Date	(J) Amt	(K) (E+F+G+I)	Benefits					(R) Total Benefits (K thru Q)	(S) (J + R)								
								(L) Retirement	(M) Social Security				(N) Medicare	(O) Life	(P) Medical (Premium)	(Q) Dental (Premium)											
1000	Territorial Librarian		VACANT	L-5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1002	Computer Systems Analyst II		VACANT	M-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
1003	Library Technician II		VACANT (Vice: Evelyn C.)	H-1	26,520	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1004	Library Technician I		Rodney P. Taitague	F-3	24,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1005	Bookmobile Driver		Victor C. Palomo	F-7	28,964	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1006	Building Custodian		Gregorio G. Borja	C-17	30,354	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1007	Library Technician II		Linda M. Agnon	H-11	35,732	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1008	Administrative Officer		Sandra M. Stanley	L-8	47,846	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1010	Library Technician I		Martisa Q. Mears	F-3	24,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1011	Library Technician I		Theresa I. Cruz	F-1	23,171	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1013	Library Technician Supervisor		Teresta L. G. Kennimer	J-9	41,349	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1016	Library Technician I		Bernadita M. Quidachay	F-4	25,906	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1020	Building Custodian Leader		Joaquin C. Lujan	G-6	29,783	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1021	Administrative Aide		Emily S. Marquez	F-9	30,831	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1022	Library Technician II		VACANT (Vice: Linda V.)	H-1	26,520	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1023	Building Custodian		Jesse S. Agnon	C-7	22,211	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1024	Building Custodian		VACANT (Vice: R. Taitague)	C-01	17,769	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1026	Clerk Typist III		Korena S. Morales	F-1	23,171	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1028	Library Technician I		VACANT (Recruitment in Progress)	F-01	23,171	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1032	Library Technician II		VACANT	H-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1033	Library Technician I		VACANT (Vice: Leonora S.)	F-01	23,171	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1034	Library Technician II		Florence M. S. Taitague	H-5	30,774	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1035	Secretary I (Typist)		VACANT (Vice: Bertha G.)	G-01	23,729	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1036	Library Technician I		Cynthia C. Ignacio	F-3	24,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1037	Building Custodian		VACANT (Vice: H. Cruz, Jr.)	C-01	17,769	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1038	Library Technician II		Rosa C. Santiago	H-7	33,150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1039	Library Technician I		VACANT (Vice: Linda E.)	F-01	23,171	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1041	Library Technician I		Darleen D. C. Mangiona	F-2	24,049	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1042	Administrative Assistant		June M. Attague	H-1	31,076	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1043	Library Technician II		VACANT	H-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1044	Library Technician I		Francine R.M. Ucaneco	F-3	24,960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Grand Total:					\$762,427							\$0															
					\$0							\$0															
					\$0							\$0															
					24,960					2/19/2015		946															
					25,906							7,686															
					32,253					9/20/2015		1,177															
					24,960					6/16/2015		911															
					23,171							23,171															
					34,202					8/26/2015		1,052															
					17,769							5,272															
					25,906					2/13/2015		946															
					24,729							7,337															
					31,940					6/9/2015		1,166															
					23,171							6,875															
					6,875							0															
					33,610							33,610															
					2,583							2,583															
					6,510							6,510															
					15,258							15,258															
					14,773							14,773															
					6,510							6,510															
					3,176							3,176															
					6,510							6,510															
					4,688							4,688															
					3,361							3,361															
					6,510							6,510															
					5,272							5,272															
					26,520							26,520															
					7,868							7,868															
					9,438							9,438															
					31,809							31,809															
					30,911							30,911															
					25,906																						



Government of Guam  
Fiscal Year 2014  
Agency Staffing Pattern  
(CURRENT)

FUNCTIONAL AREA: Public Education  
DEPARTMENT/AGENCY: DCA / Guam Public Library System  
PROGRAM: Hagatna & All Branch Libraries  
UND: General Fund / 5100A14361GA001 (Per OFB Request)

No.	Position Number	Position Title	Incumbent	Grade/Step	Salary	Overtime	Special*	Increment		Subtotal (E+F+G+I)	Retirement (I * 30.03%) // (\$19.02*26PP) 2/	Social Security (6.2% * J)	Medicare (1.45% * J)	Benefits			TOTAL (J + R)	
								Date	Amnt.					Life	Medical (Premium)	Dental (Premium)		Total Benefits (K thru Q)
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)
1	1000	Territorial Librarian	VACANT	L-5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	1002	Computer Systems Analyst II	VACANT	M-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	1003	Library Technician II	VACANT (Vices: Evelyn C.)	G-1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	1004	Library Technician I	Rodney F. Taltague	F-7	23,808	147	0	0	0	23,955	7,194	495	0	0	2,401	0	0	34,545
5	1005	Bookmobile Driver	Victor C. Palomo	F-11	27,379	590	0	0	0	27,379	8,222	495	0	0	2,401	0	0	36,646
6	1006	Building Custodian	Gregorio G. Borja	C-17	28,879	938	0	0	0	36,670	11,012	495	0	0	2,401	0	0	41,526
7	1007	Library Technician II	Linda M. Agnon	G-17	35,732	938	0	0	0	36,670	11,012	495	0	0	2,401	0	0	51,489
8	1008	Administrative Officer	Sandra M. Stanley	L-14	45,648	0	0	0	0	45,648	13,708	0	0	0	3,780	0	0	63,512
9	1010	Library Technician I	Martesa Q. Mears	F-07	23,808	147	0	0	0	23,955	7,194	495	0	0	3,780	0	0	32,144
10	1011	Library Technician I	Theresa I. Cruz	F-04	30,942	367	0	0	0	31,309	6,399	495	0	0	0	0	0	38,665
11	1013	Library Technician Supervisor	Teresita L. G. Kennemer	I-16	39,438	0	0	0	0	39,438	11,843	0	0	0	0	0	0	52,006
12	1016	Library Technician I	Bernadita M. Quidachay	F-08	24,689	0	0	0	0	24,689	7,414	495	0	0	2,401	0	0	35,736
13	1020	Building Custodian/Leader	Joaguin C. Lujan	E-13	27,700	0	0	0	0	27,700	8,318	495	0	0	0	0	0	37,068
14	1021	Administrative Aide	Emily S. Marquez	E-13	29,329	0	0	0	0	29,329	8,507	495	0	0	2,401	0	0	41,611
15	1022	Library Technician II	VACANT (Vices: Linda V.)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16	1023	Building Custodian	Jesse S. Agnon	C-08	21,186	0	0	0	0	21,186	6,362	495	0	0	2,401	0	0	31,130
17	1024	Building Custodian	VACANT (Vices: R. Taltague)	C-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18	1026	Clerk Typist III	Rowena S. Morales	F-04	20,942	0	0	0	0	20,942	6,289	495	0	0	4,808	0	0	32,991
19	1028	Library Technician I	VACANT (Recruitment in Progress)	F-01	17,635	0	0	0	0	17,635	5,296	495	0	0	2,170	0	0	26,004
20	1029	Building Custodian	Luis B. Camacho	C-07	20,429	126	0	0	0	20,555	6,173	495	0	0	3,74	0	0	29,745
21	1032	Library Technician II	VACANT	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22	1033	Library Technician I	VACANT (Vices: Leonora S.)	F-01	29,068	0	0	0	0	29,068	8,729	495	0	0	3,780	0	0	42,870
23	1034	Library Technician II	Florence M. S. Taltague	G-11	29,068	0	0	0	0	29,068	8,729	495	0	0	2,23	0	0	42,870
24	1035	Secretary I (Typist)	VACANT (Vices: Bertha C.)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	1036	Library Technician I	Cynthia C. Ignacio	F-07	23,808	147	0	0	0	23,955	7,194	495	0	0	0	0	0	32,144
26	1037	Building Custodian	VACANT (Vices: H. Cruz, Jr.)	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27	1038	Library Technician II	Rosa C. Santiago	G-13	31,138	188	0	0	0	31,326	9,407	495	0	0	0	0	0	41,835
28	1039	Library Technician I	VACANT (Vices: Linda E.)	F-01	22,926	294	0	0	0	23,220	6,973	495	0	0	0	0	0	38,069
29	1041	Library Technician I	Darteen D. C. Mangiona	F-06	29,825	96	0	0	0	29,921	8,985	495	0	0	2,170	0	0	42,381
30	1042	Administrative Assistant	June M. Atague	J-06	29,825	96	0	0	0	29,921	8,985	495	0	0	2,170	0	0	42,381
31	1043	Library Technician II	VACANT	G-01	0	0	0	0	0	0	0	0	0	0	0	0	0	0
32	1044	Library Technician I	Francine R.M. Ucaneco	F-07	23,808	147	0	0	0	23,955	7,194	495	0	0	2,401	0	0	34,771
Grand Total:																		
					\$568,117	0	0	0	0	\$571,304	\$8,910	\$0	\$7,622	\$3,213	\$41,729	\$2,547	\$235,584	\$806,888

\*Night Differential / Hazardous / Worker's Compensation / etc.  
 1- FY 2014 GovGuam contribution rate of 30.03% for the Government of Guam Retirement  
 2- FY 2014 GovGuam contribution rate of \$19.02 (bi-weekly) for DDI is subject to change.  
 3- FY 2014 GovGuam contribution rate of \$153 (per annum) for Life Insurance is subject to change.

GUAMINA  
 3-11-14

Government of Guam  
 Fiscal Year 2014  
 Agency Staffing Pattern  
 (CURRENT)

Input by Department												
10. Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay I-5	Nurse Pay I-5	EMT Pay 15%	Subtotal	Special Pay Categories	
											(A)	(B)
			(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)		
1000	Territorial Librarian	Vacant	0	0	0	0	0	0	0	0	0	0
1002	Computer Systems Analyst II	Transferred to DOA Data	0	0	0	0	0	0	0	0	0	0
1003	Library Technician II	Vacant: Vice Evelyn C.	0	0	0	0	0	0	0	0	0	0
1004	Library Technician I	Rodney P. Taitague	0	0	0	0	0	0	0	0	0	0
1005	Bookmobile Driver	Victor C. Palomo	0	0	0	0	0	0	0	0	0	0
1006	Building Custodian	Gregorio G. Borja	0	0	0	0	0	0	0	0	0	0
1007	Library Technician II	Linda M. Agnon	0	0	0	0	0	0	0	0	0	0
1008	Administrative Officer	Sandra M. Stanley	0	0	0	0	0	0	0	0	0	0
1010	Library Technician I	Marissa Q. Mears	0	0	0	0	0	0	0	0	0	0
1011	Library Technician I	Theresa I. Cruz	0	0	0	0	0	0	0	0	0	0
1013	Library Technician Supervisor	Teresta L. G. Kemmerer	0	0	0	0	0	0	0	0	0	0
1016	Library Technician I	Bernadita M. Quidachay	0	0	0	0	0	0	0	0	0	0
1020	Building Custodian Leader	Joaquin C. Lujan	0	0	0	0	0	0	0	0	0	0
1021	Administrative Aide	Emily S. Marquez	0	0	0	0	0	0	0	0	0	0
1022	Library Technician II	Vacant 3-30-11 vice Linda V	0	0	0	0	0	0	0	0	0	0
1023	Building Custodian	Jesse S. Agnon	0	0	0	0	0	0	0	0	0	0
1024	Building Custodian	Vacant: vice R. Taitague	0	0	0	0	0	0	0	0	0	0
1026	Clerk Typist III	Rowena S. Morales	0	0	0	0	0	0	0	0	0	0
1028	Library Technician I	VACANT (Recruitment in Progress)	0	0	0	0	0	0	0	0	0	0
1029	Building Custodian	Luis B. Camacho	0	0	0	0	0	0	0	0	0	0
1032	Library Technician II	VACANT	0	0	0	0	0	0	0	0	0	0
1033	Library Technician I	VACANT (Vice: Leonora S.)	0	0	0	0	0	0	0	0	0	0
1034	Library Technician II	Florence M. S. Taitague	0	0	0	0	0	0	0	0	0	0
1035	Secretary I (Typist)	Vacant: vice Bertha G.	0	0	0	0	0	0	0	0	0	0
1036	Library Technician I	Cynthia C. Ignacio	0	0	0	0	0	0	0	0	0	0
1037	Building Custodian	Vacant: vice H. Cruz, Jr.	0	0	0	0	0	0	0	0	0	0
1038	Library Technician II	Rosa C. Santiago	0	0	0	0	0	0	0	0	0	0
1039	Library Technician I	Vacant 9-27-11 vice Linda E	0	0	0	0	0	0	0	0	0	0
1041	Library Technician I	Darleen D. C. Manglona	0	0	0	0	0	0	0	0	0	0
1042	Administrative Assistant	June M. Ataque	0	0	0	0	0	0	0	0	0	0
1043	Library Technician II	Vacant: Vice Ronald Aynun	0	0	0	0	0	0	0	0	0	0
1044	Library Technician I	Franchine R.M. Uncaneco	0	0	0	0	0	0	0	0	0	0
32	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnel

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel, 15% of reg. rate of pay

ORIGINAL





Government of Guam  
 Fiscal Year 2015  
 Agency Staffing Pattern  
 (PROPOSED)

Input by Department												
No.	Position Number	Position Title	Name of Incumbent	Special Pay Categories						Grand Total:		
				(A)	(B)	(C)	(D)	(E)	(F)		(G)	(H)
				Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 5%	Nurse Sundry Pay 15%	Nurse Pay 15%	EMT Pay 15%	Subtotal	
1	1040	Program Coordinator I	Frankie S. Allague	0	0	0	0	0	0	0	0	0
2				0	0	0	0	0	0	0	0	0
3				0	0	0	0	0	0	0	0	0
4				0	0	0	0	0	0	0	0	0
5				0	0	0	0	0	0	0	0	0
6				0	0	0	0	0	0	0	0	0
7				0	0	0	0	0	0	0	0	0
8				0	0	0	0	0	0	0	0	0
9				0	0	0	0	0	0	0	0	0
10				0	0	0	0	0	0	0	0	0
11				0	0	0	0	0	0	0	0	0
12				0	0	0	0	0	0	0	0	0
13				0	0	0	0	0	0	0	0	0
14				0	0	0	0	0	0	0	0	0
15				0	0	0	0	0	0	0	0	0
16				0	0	0	0	0	0	0	0	0
17				0	0	0	0	0	0	0	0	0
18				0	0	0	0	0	0	0	0	0
19				0	0	0	0	0	0	0	0	0
20				0	0	0	0	0	0	0	0	0
21				0	0	0	0	0	0	0	0	0
22				0	0	0	0	0	0	0	0	0
23				0	0	0	0	0	0	0	0	0
24				0	0	0	0	0	0	0	0	0
25				0	0	0	0	0	0	0	0	0
26				0	0	0	0	0	0	0	0	0
27				0	0	0	0	0	0	0	0	0
28				0	0	0	0	0	0	0	0	0
29				0	0	0	0	0	0	0	0	0
30				0	0	0	0	0	0	0	0	0
31				0	0	0	0	0	0	0	0	0
32				0	0	0	0	0	0	0	0	0
				0	0	0	0	0	0	0	0	0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnel

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am-Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel, 15% of reg. rate of pay

ORIGINAL



Government of Guam  
 Fiscal Year 2014  
 Agency Staffing Pattern  
 (CURRENT)

Input by Department										
(A)	(B)	(C)	(D)	Special Pay Categories						(K)
Position Number	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	D+E+F+G+H+I+J Subtotal
1	1040	Program Coordinator I								
2		Frankie S. Aflague								
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
32										
Grand Total:										

- 1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay
- 2/ Applies to law enforcement personnel
- 3/ Applies to solid waste employees
- 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
- 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
- 6/ Applicable only to CFD ambulance service personnel, 15% of reg. rate of pay

ORIGINAL

Government of Guam  
Fiscal Year 2015 Budget  
Equipment / Capital and Space Requirement

BBB001-BI-11

Function : Public Education  
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (MAGATNA)  
Program: Public Education

EQUIPMENT/ CAPITAL LISTING				Comments
Description	Quantity	Percentage of Use		
10-File Executive Workstation	1	100		
20-Plastic Drawer Cabinet	2	100		
2-Drawer Filing Cabinet	4	100		
2-Drawer Filing Cabinet	6	100		
3M Desensitizer/Resensitizer Unit	3	100		
3M Detection Unit	1	100		
3M Scanner	1	100		
4-Drawer Filing Cabinet	26	100		
ADA Computer Tables	8	100		
Atlas Map Stand	1	100		
Black Top Pro 650	79	100		
Black Guest Chair	2	100		
Book Cart	19	100		
Book Drop	1	100		
Brother Electric Typewriter	6	100		
Brown Desk (40 x 23 x 28)	1	100		GCC Donated
Brown Desk (72 x 24)	1	100		GCC Donated
Buffer Floor	1	75		
Bulletin Board	3	100		GCC Donated
Card Catalog Shelf	8	100		
Cards Magazine Locator File	5	100		
Cards	5	100		
CD Racks	2	100		
Chair (Beige w/Wheels)	1	100		GCC Donated
Chair (Black w/Silver)	8	100		GCC Donated
Chair (Blue)	9	100		GCC Donated
Chair (Yellow)	1	100		GCC Donated
Circulation Counter (48 x 27 x 30)	1	100		GCC Donated
Circulation Counter (48 x 27 x 40)	1	100		GCC Donated
Color Television	2	75		Children's Program
Computer Table	6	100		
Dell Laptop Notebook	22	100		
Dell Optiplex 760 Desktop	3	100		
Dell Optiplex GX1P Workstation	19	100		
Dell Optiplex SX260 Workstation Desk (59 x 30 x 29)	6	100		
Dictionary Stand	1	100		GCC Donated
Display/ Glass Case	1	100		
Display/ Glass Case	3	100		GCC Donated
Display/ CD/DVD Starter Unit	1	100		
Double Sided Book Shelf	22	100		
Drawer (Baby Blue - 8 Drawer)	2	100		GCC Donated
EDC Micros Technologies	5	100		
Elison PrestiPro DieCut	1	100		
Eureka Vacuum Cleaner	3	100		
Executive Chair	6	100		
Free Standing Magazine Rack	1	100		
Hall of Frames Cabinet	2	100		
High Density Book Shelf	20	100		
Height Adjustable Table (Children's)	6	100		
Heavy Children's Chair Red/ Navy	40	100		
IBM Typewriter	11	100		
L Shape Secretarial Desk	5	100		
Lady Bug Bookshelf	1	100		
Laminating Machine	1	100		Children's Programs and Processing
Laptops- Wireless G	26	100		
Magazine Rack	2	100		
Map Case	1	100		GCC Donated
Metal Map/Drawing Cabinet	5	100		
Microfilm Cabinet	6	100		
Multimedia Projector	2	100		
Newspaper Rack	1	100		
Orange Plastic Chairs	8	100		
Paper Cutter	1	75		
Patron Application Drawer	4	100		
Patron Lounge Chairs (Beige)	20	100		
Patron Wooden Chair (Adult)	45	100		
Patron Wooden Chair (Children)	2	100		
Patron Wooden Table (Adult)	13	100		GCC Donated
Podium Stand	1	100		
Postage Machine	1	100		
Postage Scale	1	100		
Refrigerator	2	100		
Secretarial Chair w/ Arms	11	100		
Secretarial Chair w/o Arms	21	100		
Shelf (Brown Individual)	1	100		GCC Donated
Shelf (Brown Individual, 4-section)	3	100		GCC Donated
Shelf (Stand Individual)	3	100		GCC Donated
Showcase	1	100		Archives
Single Free Bookshelf (Metal/Wood)	107	100		

20121111





**Function :** Public Education  
**Department/Agency:** GUAM PUBLIC LIBRARY SYSTEM (BARRIGADA)  
**Program:** Public Education

EQUIPMENT/CAPITAL LISTING			
Description	Quantity	Percentage of Use	Comments
10-Key Calculator	1	100	
2-Step Step Stool	2	100	
3M Detergent Unit	1	100	
3M Sanitizer	1	100	
4-Drawer Filing Cabinet	2	100	
5-Drawer Filing Cabinet	1	100	
ADA Computer Table	1	100	
Bissell Dual Brush Sweeper	1	100	
Black Stool (Bar)	1	100	
Book Cart	3	100	
Book Cart	1	100	
Book Drop	1	100	
Brother Typewriter	1	100	
Card Catalog Drawer	1	100	
Children's Chairs	18	100	
Children's Table	6	100	
Circulation Desk	1	100	
Computer Tables	3	100	
Computer Workstations (Unknown Brand)	4	100	
Deell Optiplex 755	4	100	
Deell Optiplex 780	1	100	
Dictionary Stand	1	100	
Double-Sided Bookshelf	8	100	
Essel	1	100	
Electric Fans	3	100	
Electric Locker	1	100	
Employee Locker	1	100	
Fellow's Paper Shredder	1	100	
Film Bad Book Cart	1	100	
Galanz Microwave	1	100	
General Electric Refrigerator	1	100	
GPS Made Book Shelf	1	100	
Hoover Vacuum	1	100	
IBM Typewriter	1	100	
Laptop	1	100	
Magazine Rack	2	100	
Map Stand	1	100	
Metal Typewriter Stand	1	100	
Mop	2	100	
Mop Bucket	1	100	
Newspaper Stand	1	100	
Orange Chairs	8	100	
Patron Application Drawer	1	100	
Patron Wooden Chair (Adult)	24	100	
Patron Wooden Chair (Children)	12	100	
Patron Wooden Table	7	100	
Patron Wooden Table (Round)	3	100	
Printer (Canon)	1	100	
Printer (Canon)	1	100	
Printer (Canon)	9	100	
Printer (Canon)	2	100	
Secretarial Chair w/Arms	2	100	
Secretarial Chair w/out Arms	2	100	
Single Face Bookshelf (Metal/Wood)	10	100	
Single Face Bookshelf (Metal/Wood)	1	100	
Single Pedestal Desk	1	100	
Split A/C Units	5	100	
Storage Cabinets (Beige)	2	100	
Storage Cabinets (Beige)	3	100	
Surge Protectors	3	100	
Typewriter	1	100	
Wet/Dry Vacuum (1 Gal.)	1	100	

ORIGINAL

Government of Guam  
 Fiscal Year 2015 Budget  
 Equipment / Capital and Space Requirement

(BDMR-EL-1)

SPACE REQUIREMENT (for Personnel and Equipment/Supply)	Total Program Space (Sq. Ft.):	Percent of Total Program Space	Total Program Space Occupied (Sq. Ft.):	Comments
Description Barrigada Library Branch	Square Feet 4,800	7		

ORIGINAL

Government of Guam  
Fiscal Year 2015 Budget  
Equipment / Capital and Space Requirement

BBMR EL-11

Function : Public Education  
Department/Agency: GUAM PUBLIC LIBRARY SYSTEM (DEDED0)  
Program: Public Education

DESCRIPTION/CAPITAL LISTING	Quantity	Percentage of Use	Comments
10-Key Calculator	1	100	
Storage Cabinet (Beige)	1	100	
Storage Cabinet (Black)	1	100	
2-Drawer Filing Cabinet	1	100	
2-Step Step Stool	1	100	
3M Sanitizer	1	100	
4-Drawer Filing Cabinet	1	100	
ADA Computer Table	1	100	
Book Cart	4	100	
Broom	1	100	
Card Catalog Shelf	2	100	
Children's Chairs	21	100	
Children's Table	7	100	
Circularity Desk	1	100	
Dell Optiplex 755 Computer Workstation	4	100	
Dell Optiplex 760 Computer Workstation	4	100	
Dell Optiplex SX260 Computer Workstation	1	100	
Dictionnary Stand	1	100	
Double-Sided Bookshelf	11	100	
Baseel	1	100	
Electric Fan	1	100	
Employee Locker	2	100	
Fellow's Paper Shredder	1	100	
Folding Tables	2	100	
General Electric Refrigerator	1	100	
GPS Made Book Shelf	1	100	
IBM Typewriter	2	100	
JVC DVD Player	1	15	Children's Program
Magazine Rack	1	100	
Map Stand	1	100	
Microwave	1	100	
Mop	2	100	
Mop Bucket	1	100	
Patron Application File Cabinet (7-Drawer)	1	100	
Patron Wooden Chair (Adult)	14	100	
Patron Wooden Chair (Childen)	11	100	
Patron Wooden Table (Adult)	8	100	
Patron Wooden Table (Childen)	1	100	
Printer (Canon)	1	100	
Rake	1	100	
Round Wooden Tables (Children)	2	100	
Samsung Television	1	15	Children's Program
Secretarial Chair w/Arms	2	100	
Secretarial Chair w/out Arms	2	100	
Shovel	1	100	
Single Face Bookshelf (Metal/Wood)	5	100	
Single Pedestal Desk	2	100	
Small Sofa	1	100	
Television/VCR Stand	1	15	Children's Program
Typewriter	1	100	
Typewriter Stand	1	100	
UPS Backup Batteries	6	100	
UPS-Dimmer (1/2 size card catalog)	1	100	

ORIGINAL

Government of Guam  
 Fiscal Year 2015 Budget  
 Equipment / Capital and Space Requirement

ISSUES EL-11

SYMBOL, ITEM NUMBER (for Personnel and Equipment/Supplies)	Total Program Space (Sq. Ft.)	Percent of Total Program Space	Total Program Space Occupied (Sq. Ft.)	Comments
Dededo Branch Library	4,800	7		

ORIGINAL





Bureau of Budget Management Research  
 Prior Year Obligations for FY 2014

**FUNCTION:** Public Education  
**DEPARTMENT:** Guam Public Library System

A Transaction/ Obligation Date	B Transaction Type	C Vendor	D General Fund (\$)	E Special Fund (\$)	F Federal Fund (\$)	G Reasons for Nonsubmittal or Nonpayment
N/A				\$0.00	\$0.00	
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Note:

Column A: Completion date of transaction or event prior to October 1, 2013.

Column B: Transaction Type such as personnel action, contracts, etc.

Column C: Vendor or Party owed

Column D, E, & F: Identify funding source and dollar amount inclusive of associated penalties or fees; if more than one transaction, need to total all transactions.

Column G: Note item of concern.

ORIGINAL

**Fiscal Year 2015  
Budget Law 32-181  
Substitute Bill No. 269-32(LS)**

**Guam Public Library System**

Chapter V – Executive Branch

(p) Guam Public Library System

(1) Appropriation. The sum of One Million Two Hundred Twenty One Thousand Five Hundred Eighty Nine Dollars (\$1,221,589) is appropriated from the General Fund to the Guam Public Library System (GPLS) for its operations for Fiscal Year 2015.

Chapter XIII – Administrative Provisions

Section 3. Government of Guam Retirement Fund Rate of Contribution. In accordance with Section 8137(e) of Chapter 8, Article 1, Title 4 GCA, the government rate of contribution of Guam Retirement Fund throughout the Fiscal Year 2015 shall be twenty nine and eighty five hundredths percent (29.85%).

Section 22. Wireless Communication Restrictions.

(a) No government of Guam funds, regardless of source and including funds expended by autonomous agencies, shall be expended for the use of cellular telephones, cellular telephone services and other wireless telephone services, unless the government of Guam will be reimbursed from federal funds or other grants. ...

(b) No appointing authority, manager, supervisor or public officer in any branch of the government of Guam shall require or exert undue influence on any classified or unclassified employee of any branch of the government of Guam to maintain or utilize for employment-related duties, at such employee's personal expense, any form of wireless and/or internet communications, phone, tablet or desktop or laptop computer. Nothing herein, however, shall be construed to prevent an employer from calling an employee at a wireless phone/radio if the employee designates such wireless phone/radio as a personal contact number.

Section 30. Restriction on the Home Use of Government of Guam Vehicles. Except when expressly permitted by Section 1103© of Chapter 1, Title 4 GCA, or any other law, no government of Guam owned, leased or rented vehicles may be driven home by an employee unless such employee is on call as an emergency first responder.

*I MINA'TRENTAI DOS NA LIHESLATURAN GUÅHAN*  
2014 (SECOND) Regular Session

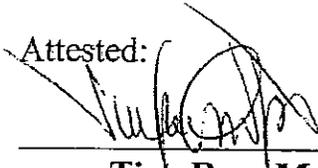
**CERTIFICATION OF PASSAGE OF AN ACT TO I MAGA'LAHEN GUÅHAN**

This is to certify that **Substitute Bill No. 269-32 (LS), "AN ACT MAKING APPROPRIATIONS FOR THE OPERATIONS OF THE EXECUTIVE, LEGISLATIVE, AND JUDICIAL BRANCHES OF THE GOVERNMENT OF GUAM FOR FISCAL YEAR ENDING SEPTEMBER 30, 2015; MAKING OTHER APPROPRIATIONS; AND ESTABLISHING MISCELLANEOUS AND ADMINISTRATIVE PROVISIONS,"** was on the 25<sup>th</sup> day of August, 2014, duly and regularly passed.



Judith T. Won Pat, Ed.D.  
Speaker

Attested:



Tina Rose Muña Barnes  
Legislative Secretary

This Act was received by *I Maga'lahaen Guåhan* this 25 day of Aug,  
2014, at 5:30 o'clock P.M.



Assistant Staff Officer  
*Maga'lahaen's Office*

APPROVED:



EDWARD J.B. CALVO  
*I Maga'lahaen Guåhan*

Date: SEP 05 2014

Public Law No. 32-181



EDDIE BAZA CALVO  
Governor

RAY TENORIO  
Lieutenant Governor

*Office of the Governor of Guam.*

September 5, 2014

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

Honorable Judith T. Won Pat, Ed.D.  
Speaker  
32<sup>nd</sup> Guam Legislature  
155 Hesler Place  
Hagatna, Guam 96932

Date: 9-11-14  
Time: 11:32am  
Received By: [Signature]

Dear Madam Speaker,

I signed the budget into law, with certain reservations, but an overall attitude of gratitude for this bipartisan effort that will produce the fourth balanced budget in a row.

**Conservative revenue estimates**

For the most part, the Legislature has adopted our revenue projections. These projections were constructed upon a formula that has under-projected revenues the past three fiscal years. This, in large part, led to the surplus. While I am weary of the increase in revenue projections for the special funds, I am comfortable with the overall levels, including the Provision for Tax Refunds.

**Spending plan sticks to priorities of the people**

For the fourth year in a row, GovGuam has passed a budget that reflects the priorities of our community. About 33.9 percent of revenues available for appropriation is budgeted for the education agencies. We increased funding to public schools alone by 5 percent, or \$11.2 million. Another 18.8 percent of the total budget pie will go to provide medical and health care services our people. Over 20 percent of the budget will fund the people who keep our families safe and respond to our emergency needs. That is 73% of the entire budget pie going to the priority services of our community.

**Thank you for funding the programs we pushed for**

Madam Speaker, I am particularly grateful for the Legislature's approval of the programs we pushed to fund together. These programs and funding priorities will make a big difference for students and parents, senior citizens, farmers, and GovGuam employees.

1. Thank you for funding our policy to open pre-K to all four-year-olds regardless of income level or any other discriminating factor.
2. Thank you for authorizing me to pay law enforcement officers their retroactive salary payments.

---

P.O. Box 2950 • Hagatna, Guam 96932

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Eddie Baza Calvo

@eddiebazacalvo

@governorcalvo

[governorofguam](http://governorofguam)

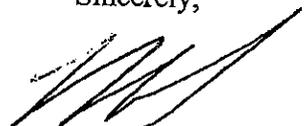
2. Thank you for authorizing me to pay law enforcement officers their retroactive salary payments.
3. Thank you for authorizing me to make the employees of the General Pay Plan whole with retroactive payment to February.
4. Thank you for including senior citizens from the South into the continuum of care, providing the ways and means to ensure their daycare services.
5. Thank you for providing the funding needed to feed senior citizens hot meals on Sunday. Now, for the very first time, these seniors will have hot meals seven days a week. God bless you.
6. Thank you for granting the late Sen. Ben Pangelinan's wish to increase the COLA to retirees.
7. Thank you for funding the Department of Agriculture so that farmers can receive better services.

**We ask you to fix administrative provisions that hamper our ability to work with this budget**

My office is working on a proposal to fix administrative provisions that, if left as they are, will tie our hands in the effective management of the budget. We look forward to working with you and all senators once we identify these sections and propose changes. These changes will include some minor corrections to the numbers as well.

Thank you for your bipartisanship and professionalism. I'm sure the people of Guam are proud of their government today. They surely will benefit from these prudent decisions in the upcoming fiscal year.

Sincerely,



**EDDIE BAZA CALVO**

---

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 Eddie Baza Calvo

 @eddiebazacalvo

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**CHAPTER V**  
**EXECUTIVE BRANCH**

**Section 1. Authorization.** The amounts specified in Subsections (a) through (ff) are hereby authorized out of the General Fund, Special Funds, and Federal Matching Grants-in-Aid, specified for the agencies, departments, and offices in each Subsection for its operations in Fiscal Year 2015.

**(a) OFFICE OF *I MAGA'LAHEN GUÅHAN***

**(1) Appropriation.** The sum of Seven Million Seventy Thousand Nine Hundred Sixty One Dollars **(\$7,070,961)** is appropriated to the Office of *I Maga'lahen Guåhan* (Governor) for its operations for Fiscal Year 2015. This sum is composed of Six Million Eight Hundred Seventeen Thousand Four Hundred Dollars **(\$6,817,400)** from the General Fund, and Two Hundred Fifty Three Thousand Five Hundred Sixty One Dollars **(\$253,561)** from the Indirect Cost Fund.

**SUMMARY OF APPROPRIATION FUNDING SOURCE**

GENERAL FUND	\$6,817,400
INDIRECT COST FUND	<u>\$253,561</u>
<b>TOTAL</b>	<b>\$7,070,961</b>

For information purposes only:

FEDERAL MATCHING GRANTS-IN-AID	\$0
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1           **Section 21. Advance Payments for Medical Services.** In order to  
2 expedite acceptance of Medically Indigent Program (MIP) clients by facilities in  
3 California, Hawaii or Manila for medical treatment approved by the MIP, the  
4 Director of Public Health and Social Services may advance payments for said  
5 medical treatment, and may establish escrow accounts for immediate and advance  
6 payment of medical treatment at those Joint Commission Accredited hospitals  
7 determined by the Director to be best able to serve Medically Indigent Program  
8 clients.

9           **Section 22. Wireless Communications Restrictions.**

10           (a) No government of Guam funds, regardless of source and  
11 including funds expended by autonomous agencies, shall be expended for  
12 the use of cellular telephones, cellular telephone services and other wireless  
13 telephone services, *unless* the government of Guam will be reimbursed from  
14 federal funds or other grants. This Section *shall not* apply to *I Maga'lahren*  
15 *Guåhan*; *I Segundu Na Maga'lahren Guåhan*; the Speaker of *I Liheslaturan*  
16 *Guåhan*; the Chief Justice of the Supreme Court of Guam; the Presiding  
17 Judge of the Superior Court of Guam; official use of the Crisis Hotline  
18 Program of the Guam Behavioral Health and Wellness Center; law  
19 enforcement officials; on-call attorneys of the Office of the Attorney  
20 General and the Office of the Public Defender Service Corporation; on-call  
21 health professionals at the Guam Memorial Hospital Authority, the Guam  
22 Behavioral Health and Wellness Center, and the Department of Public  
23 Health and Social Services; village Mayors and Vice Mayors; Guam Fire  
24 Department and EMS officials; on-call emergency management personnel;  
25 the Chief Medical Examiner; the Guam Visitors Bureau; and the Guam  
26 Election Commission. The restrictions of this Section *shall not* apply to

1 Management Research, the Department of Revenue and Taxation and the  
2 Department of Administration, which *shall* be deposited into the GDOE  
3 Interscholastic Sports Program.

4 **Section 29. Prior Year Appropriations Report.** *I Liheslaturan Guåhan*  
5 finds that in order to work effectively to prevent deficit spending and reduce and  
6 manage the deficit of the government of Guam, it will need to repeal or de-  
7 appropriate past appropriations, which remain outstanding but *not* expended. To  
8 assist in this effort, the Department of Administration *shall* submit a report to the  
9 Speaker of *I Liheslaturan Guåhan* on January 1, 2015 of all open continuing  
10 appropriations from *all* fiscal years prior to 2015, which have *not* been encumbered  
11 or fully expended as of the date of the report. Thereafter, quarterly updates to the  
12 report *shall* be submitted until unexpended appropriations from prior fiscal years  
13 are eliminated by repeal or other operation of law. Failure to submit any reports by  
14 the required deadline in this Section *shall* result in a Two Hundred Fifty Dollars  
15 (\$250) fine per missed deadline for the Director of the Department of  
16 Administration, which *shall* be deposited into the GDOE Interscholastic Sports  
17 Program.

18 **Section 30. Restriction on the Home Use of Government of Guam**  
19 **Vehicles.** *Except* when expressly permitted by §1103(c) of Chapter 1, Title 4 GCA,  
20 or any other law, *no* government of Guam owned, leased or rented vehicles may be  
21 driven home by an employee *unless* such employee is on call as an emergency first  
22 responder.

23 **Section 31. E-mail Addresses Paid for with Government of Guam**  
24 **Funds.** The Office of *I Maga'lahren Guåhan* *shall* create a list of all email  
25 addresses paid for by any funds appropriated by this Act, and *shall* post said list on  
26 the respective agency's or branch's website, and the Office of *I Maga'lahren*  
27 *Guåhan's* website.



Guam Public Library System  
 Vacancies approved by BBMR  
 For FY 2015

**NOT FUNDED BY LEGISLATURE**

Position Number	Position Title	Salary	Benefits	Total
1003	Library Technician II	\$26,520	\$15,816	\$42,336.00
1022	Library Technician II	\$26,520	\$15,816	\$42,336.00
1024	Building Custodian	\$17,769	\$13,092	\$30,861.00
1028	Library Technician I	\$23,171	\$14,773	\$37,944.00
1033	Library Technician I	\$23,171	\$14,773	\$37,944.00
1035	Secretary I (Typist)	\$24,729	\$15,258	\$39,987.00
1037	Building Custodian	\$17,769	\$13,092	\$30,861.00
1039	Library Technician I	\$23,171	\$14,773	\$37,944.00
				\$300,213.00

Prepared by Sandra Stanley  
 9-19-2014

Bill 269-32 (LS)  
As Substituted

**THE GUAM PUBLIC LIBRARY SYSTEM**

The Bureau of Budget and Management Research (BBMR) certified and submitted the Guam Public Library System (GPLS) budget request to the Office of Finance and Budget with an increase of \$364,313 or 31.47% in appropriation levels from the FY 14 authorized levels.

**FINDINGS**

- The budgeted increase in Personnel costs is \$245,752 or 27.77%, and the budgeted increase in Operations is \$118,561 or 43.49%.
- There are 8 funded vacancy positions within the FY 15 request.

FUNDED VACANCIES	
Library Technician I	37,944.00
Secretary I	39,987.00
Library Technician II	42,336.00
Building Custodian	30,861.00
Library Technician I	37,944.00
Library Technician I	37,944.00
Library Technician II	42,336.00
Building Custodian	30,861.00
<b>Total</b>	<b>300,213.00</b>

*Unfunded by  
Legislature*

- There is an overall increase of \$30,312 or 19.60% in Power as compared to FY 14 authorized levels.
- The Supplies object category shows an increase over \$6,169 or 69.86% over FY 14 authorized levels. This request includes cleaning supplies, fuel and lube for 2 vehicles, general office, technical processing, plumbing and electrical supplies.
- The Capital Outlay request increased by \$75,143 or 100% over the FY 14 authorized level, this relates to various emergency building repairs estimated at \$69,143 and a 70 ton Chiller for \$6,000.

The following tables provide an analysis of the detailed budget request as submitted by funding sources and by division between the FY 14 authorized appropriation levels and the FY 15 Executive Budget Request. The "FY 14 Authorized" amounts below represent the authorized levels as reported in the agency's budget request as submitted which is inclusive of the amount appropriated in Public Law 32-068.

**FY 15 OFB BUDGET ANALYSES**

FY14 AUTHORIZED AND FY15 EXECUTIVE BUDGET REQUEST BY FUND				
Funding Request Source and Amount	FY 14 Authorized	FY 15 Request	Variance (\$)	Variance (%)
General Fund	\$1,157,489	\$1,521,802	\$364,313	31.47%
<b>Total</b>	<b>\$1,157,489</b>	<b>\$1,521,802</b>	<b>\$364,313</b>	<b>31.47%</b>



		Appropriation	Reserve	Release								
271	Drug Testing	\$200.00	\$0.00	\$200.00	Oct.	\$200.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
280	Sub-Recipient / Grants	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
290	Miscellaneous	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
Sub		\$100,005.00	\$14,971.00	\$85,034.00		\$75,472.00		\$3,188.00		\$3,188.00		\$3,186.00
361	Power	\$185,000.00	\$27,750.00	\$157,250.00	Oct.	\$157,250.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
362	Water	\$7,000.00	\$1,050.00	\$5,950.00	Oct.	\$5,950.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
363	Telephone	\$18,000.00	\$2,750.00	\$15,250.00	Oct.	\$15,250.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
Sub		\$210,000.00	\$31,550.00	\$178,450.00		\$178,450.00		\$0.00		\$0.00		\$0.00
450	Capital Outlay	\$64,118.00	\$64,118.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
Sub		\$64,118.00	\$64,118.00	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
701	Indirect Cost	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
Sub		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
<b>GRAND TOTAL</b>		<b>\$1,221,589.00</b>	<b>\$237,759.00</b>	<b>\$983,830.00</b>		<b>\$420,155.00</b>		<b>\$197,128.00</b>		<b>\$169,421.00</b>		<b>\$197,126.00</b>

FOOTNOTE:

<b>Department / Division:</b> DCA / Guam Public Library System	<b>FY 2015</b>	<b>Sign Requestor:</b> <i>Joseph Artero-Cameron</i>	<b>Date:</b> 9/22/14
<b>Program Title:</b> Public Education	<b>BUDGET ALLOTMENT</b>	<b>Dept. Head:</b> Joseph Artero-Cameron	9/22/2014
<b>Public Law/Section:</b> Public Law 32-181, Chapter V (p)	<b>SCHEDULE</b>	<b>Sign Approved:</b>	<b>Date:</b>
<b>AS400 Account Number:</b> 5100A153611GA001		<b>BBMR Director:</b> Anthony C. Blaz, Acting	
		<b>Sign Loaded:</b>	<b>Date:</b>
		<b>Analyst:</b>	

		Appropriation	Reserve	Release								
<b>111</b>	Regular Salaries	\$604,904.00	\$90,736.00	\$514,168.00	Oct.	\$39,551.00	Jan.	\$59,328.00	April	\$39,551.00	July	\$59,328.00
					Nov.	\$39,551.00	Feb.	\$39,551.00	May	\$39,551.00	Aug.	\$39,551.00
					Dec.	\$39,551.00	Mar.	\$39,551.00	June	\$39,551.00	Sept.	\$39,553.00
<b>112</b>	Overtime	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>113</b>	Benefits	\$242,562.00	\$36,384.00	\$206,178.00	Oct.	\$15,860.00	Jan.	\$23,790.00	April	\$15,860.00	July	\$23,790.00
				\$242,562.00	Nov.	\$15,860.00	Feb.	\$15,860.00	May	\$15,860.00	Aug.	\$15,860.00
					Dec.	\$15,860.00	Mar.	\$15,860.00	June	\$15,860.00	Sept.	\$15,858.00
<b>Sub</b>		<b>\$847,466.00</b>	<b>\$127,120.00</b>	<b>\$720,346.00</b>		<b>\$166,233.00</b>		<b>\$193,940.00</b>		<b>\$166,233.00</b>		<b>\$193,940.00</b>
<b>220</b>	Travel	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>230</b>	Contractual	\$84,805.00	\$12,721.00	\$72,084.00	Oct.	\$72,084.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>233</b>	Office Space Rental	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>240</b>	Supplies	\$15,000.00	\$2,250.00	\$12,750.00	Oct.	\$3,188.00	Jan.	\$3,188.00	April	\$3,188.00	July	\$3,186.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>250</b>	Equipment	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>270</b>	Workers Comp.	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00
					Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00
					Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00

		Appropriation	Reserve	Release																								
271	Drug Testing	\$200.00	\$0.00	\$200.00	Oct.	\$200.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
280	Sub-Recipient / Grants	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
290	Miscellaneous	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>Sub</b>		<b>\$100,005.00</b>	<b>\$14,971.00</b>	<b>\$85,034.00</b>		<b>\$75,472.00</b>		<b>\$3,188.00</b>		<b>\$3,188.00</b>		<b>\$3,186.00</b>																
361	Power	\$185,000.00	\$27,750.00	\$157,250.00	Oct.	\$157,250.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
362	Water	\$7,000.00	\$1,050.00	\$5,950.00	Oct.	\$5,950.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
363	Telephone	\$18,000.00	\$2,750.00	\$15,250.00	Oct.	\$15,250.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>Sub</b>		<b>\$210,000.00</b>	<b>\$31,550.00</b>	<b>\$178,450.00</b>		<b>\$178,450.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>																
450	Capital Outlay	\$64,118.00	\$64,118.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>Sub</b>		<b>\$64,118.00</b>	<b>\$64,118.00</b>	<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>																
701	Indirect Cost	\$0.00	\$0.00	\$0.00	Oct.	\$0.00	Jan.	\$0.00	April	\$0.00	July	\$0.00	Nov.	\$0.00	Feb.	\$0.00	May	\$0.00	Aug.	\$0.00	Dec.	\$0.00	Mar.	\$0.00	June	\$0.00	Sept.	\$0.00
<b>Sub</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>																
<b>GRAND TOTAL</b>		<b>\$1,221,589.00</b>	<b>\$237,759.00</b>	<b>\$983,830.00</b>		<b>\$420,155.00</b>		<b>\$197,128.00</b>		<b>\$169,421.00</b>		<b>\$197,126.00</b>																

FOOTNOTE:



DIPATTAMENTON I KAOHAO GUINAHAN CHAMORRO  
**DEPARTMENT OF CHAMORRO AFFAIRS**

copy



Honorable Edward J.B. Calvo  
Governor of Guam

Joseph Artero-Cameron  
President, DCA

Raymond S.Tenorio  
Lieutenant Governor of Guam



September 17, 2014

Memorandum



To: The Honorable Edward B. Calvo, Governor of Guam

From: President, Department of Chamorro Affairs



Subject: "STATE OF EMERGENCY"

GUAM MUSEUM

*Håfa Adai!* The Guam Public Library System is requesting that the Hagåtña Public Library (Nieves M. Flores Memorial Public Library) be declared as having a state of emergency.



The main facility in Hagåtña has consistently been experiencing problems with its main air-conditioning system and currently the entire system is not operational. A new seventy (70) ton unit is needed to replace the existing unit which will ensure a proper and functioning air-conditioning unit that is essential and conducive to the health and welfare for both patrons and employees and the prevention of damage to library and government property.



Also, requesting that a portion of the GPLS's Department of Interior funding be utilized to purchase the new Seventy (70) ton air-conditioning unit.



In closing, we thank you for your attention and assistance in this very urgent matter.

*JAC*



Joseph Artero-Cameron

cc: Administrative Officer, GPLS  
Library Technician Supervisor, GPLS

// APPROVED

// DISAPPROVED

\_\_\_\_\_  
**EDDIE BAZA CALVO**  
Governor of Guam

\_\_\_\_\_  
**DATE**

"Department of Chamorro Affairs is an Equal Opportunity Provider and Employer"



DIPATTAMENTON I KAOGHAO GUINAHAN CHAMORRO  
DEPARTMENT OF CHAMORRO AFFAIRS

Honorable Edward J B. Calvo  
Governor of Guam

Joseph Artero-Cameron  
President, DCA

Ryszard S Tenorio  
Lieutenant Governor of Guam



August 12, 2014

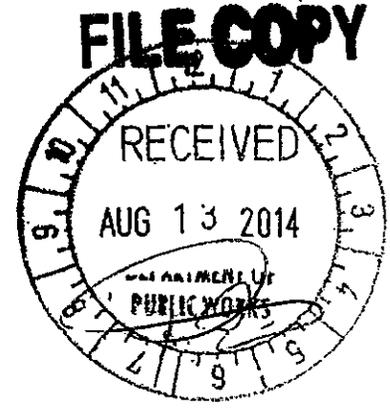


Memorandum

To: Carl V. Dominguez, Director, DPW

From: Joseph Artero-Cameron, President, DCA

Subject: Change Order Request – GPLS Project  
Project No.: 540-5-1022-F-AGN



*Buenas!* After reviewing the Scope of Work for Guam Public Library System DOI Project, we found out that several very important scope of work items were not included and are as follows:



- 1) The 1<sup>st</sup> floor restrooms (existing building) were not included in the renovation. The restrooms have to be ADA compliant:
- 2) Replace and install new central air conditioning system and (5) split units. Request also to install additional split units on 1<sup>st</sup> floor, 2<sup>nd</sup> floor and 3<sup>rd</sup> floor according to the square footage. Upgrade of electrical system if required.
- 3) Water blast and Paint existing building. Color will be selected by GPLS.
- 4) On 1<sup>st</sup> floor in the kitchen area, drop ceiling panels were not addressed.
- 5) Contractor has to verify the square footage on 1<sup>st</sup> and 2<sup>nd</sup> floor if carpeting is computed correctly, if not, then we need to have it included.
- 6) Should funding be available, cyclone fencing the perimeter of the library with gates and locks will deter vandalism and people sleeping on the premises.



Joseph Artero-Cameron

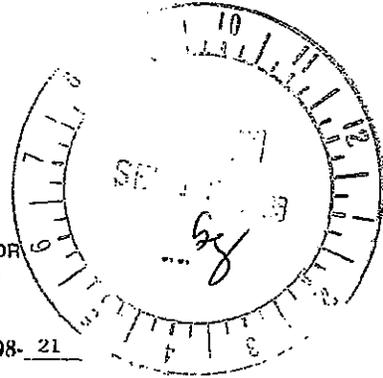
Cc: GPLS Project File



FILE



OFFICE OF THE GOVERNOR  
HAGÁTÑA, GUAM 96910  
U.S.A.



EXECUTIVE ORDER NO. 2008- 21

**RELATIVE TO DECLARING A STATE OF EMERGENCY AT THE  
GUAM PUBLIC LIBRARY SYSTEM HAGÁTÑA MAIN LIBRARY**

**WHEREAS**, Guam Public Library System (GPLS) is a public library; and

**WHEREAS**, the Guam Public Library System has consistently been experiencing problems with its main air-conditioning at its Hagátña Main Library; and

**WHEREAS**, this air-conditioning problem continues to exist, thus, causing employees and patrons to be in an uncomfortable environment with little to non-functioning of its main air-conditioning unit in not providing adequate cool air for everyone also causing the building of the Hagátña Main Library to be unbearable and unhealthy to be in; and

**WHEREAS**, an emergency exists for the procurement of a functioning air-conditioning unit essential and conducive to the health and welfare for both patrons and employees, and the prevention of damage to Library and government property, for example, book collections, original Legislative documents, etc., of the Guam Public Library System Hagátña Main Library; and

**NOW, THEREFORE, I, FELIX P. CAMACHO, I Maga' Låhen Gudhan, Governor of Guam**, by virtue of the authority vested in me by the Organic Act of Guam, as amended, do order:

1. **Declaration of a State of Emergency.** A state of emergency exists at the Guam Public Library System Hagátña Main Library;
2. **Authorization for Emergency Procurement.** A state of emergency exists to procure the immediate purchase of a brand-new air-conditioning unit for the Guam Public Library System Hagátña Main Library;
3. **Documentation of Expenses.** The Guam Public Library System is hereby instructed to keep appropriate documentation of all emergency expenses for inspection by the Executive and Legislative Branches, including the Public Auditor; and
4. **Purpose of Emergency Procurement.** Emergency procurement may be used for the procurement of goods and services responding to this emergency and will continue for thirty (30) days after the date of this Executive Order as provided in §5215 of Title 5, Guam Code Annotated.

**SIGNED AND PROMULGATED** at Hagátña, Guam this 13 day of September, 2008.

**FELIX P. CAMACHO**  
*I Maga' Låhen Guahan*  
Governor of Guam

**COUNTERSIGNED:**

**MICHAEL W. CRUZ, M.D.**  
*I Segundu Maga' Låhen Gudhan*  
Lieutenant Governor of Guam

