

MINUTES
of the
UAA EXECUTIVE COMMITTEE MEETING
Thursday, May 16, 2019
10:30 AM — 12:30 PM

The Executive Committee ("EC") of the USAID Alumni Association ("UAA") met on Thursday, May 16, 2019, at the offices of Tetra Tech Inc., 1320 North Courthouse Road, Suite 600, Arlington, Virginia 22201, at 10:30 a.m. The following UAA directors, EC co-chairs and staff members were present:

BOARD MEMBERS:

In person:

Anne Aarnes	Franklin Moore
Chris Crowley	Nancy Tumavick
George Hill	

Absent:

Terry Myers

By phone:

Terry Brown

COMMITTEE CO-CHAIRS:

In person:

Bette Cook ^[1]	Roberta Mahoney
Carol Dabbs	Joy Riggs-Perla
Jim Fox ^[1]	Alex Shakow
Steve Giddings	

Absent:

Jim Bever
David Cohen
Beth Hogan
Carol Peasley
Nancy Pielemeier
Rose Rakas
Barbara Seligman
Rob Sonenthal

ADMINISTRATIVE STAFF:

Absent:

Ven Suresh

MEETING CHAIR:

Chris Crowley

* * * * *

Chris Crowley called the meeting to order at 10:35 a.m., and noted the presence of a quorum of the members of the Board.

^[1] Joined in progress.

1. **MINUTES.**

A motion to adopt the draft minutes for the April 18th meeting, duly seconded, was adopted by acclamation.

2. **FINANCIAL AND MEMBERSHIP REPORTS**

A. **Financial Report.**

George Hill noted that we have an automatic extension to file our tax return, which is now due in November. The handouts (Attachments A and B) are self-explanatory.

[Bette Cook joined meeting.]

B. **Membership Report.**

Carol Dabbs indicated that both registrations and contributing memberships continue their gradual upwards trends. We are about 15% ahead of last year at this time on contributing members and contributions over \$100. The chart of contributions by month over the last 3 years reveals that we've successfully pushed contributions earlier in the calendar year. Nancy Tumavick asked, and Carol Dabbs indicated she plans check with David Cohen about what happens when none of us recognizes a name asking to be on email list.

3. **BOARD OFFICERS/COMMITTEE CHAIRS: CURRENT ISSUES**

A. **Annual General Meeting.**

- Joy Riggs-Perla indicated that former Administrator Peter McPherson has confirmed his attendance.
- The Committee has dealt with how to describe the DG session: "Getting it Right on Democratic Governance: How do USAID Missions achieve important results while avoiding inevitable landmines."
- Chris Crowley added that he'd checked in with Bambi Arellano after the AGM Committee meeting, when she'd returned from an overseas trip, and she's fine with Committee's deliberations about this. She's agreed to be chair. Three questions need to be teased out for panelists and chair to comment on. She'll send examples of such questions for consideration, and recommendations for potential discussants.

[Jim Fox joined the meeting.]

- Nancy Tumavick asked that Joy send her the statement describing the panel, so she can communicate it to the Administrator.
- Roberta Mahoney recommended that Stephanie Funk be considered for the panel—she lived through end of Mugabe regime.

- Nancy Tumavick confirmed that we're ok considering paying (at least part) of the costs for an out of town panelist.
- Franklin Moore asked about Administrator Green's role at the AGM; it will not be as part of this panel.
- Joy Riggs-Perla suggested Bambi Arellano attend an AGM committee meeting once things are suitably concrete.

B. New Ideas/Initiatives.

Jim Bever reported by email that he has a meeting scheduled for May 20th with Rory Donohoe for a conversation about the UAA New Ideas related to HCTM. This will be a more in depth conversation than was possible at the FSN conference in April. This is the only progress since last month, as described below in the section about a meeting with the new DA, Bonnie Glick.

C. DevexPRO

Terry Brown shared that Devex is OK giving their discount to all who are on our email list, so it can put it in the newsletter. We discussed that this would not be appropriate to put on the forum, because Devex has not agreed to have it on the parts of our website that are open to the public. Terry will be sure that David Cohen is clear about this.

C. UAA Meeting with USAID Front Office.

Chris Crowley talked to Tom Staal after Jim Bever's email update. Tom gave him the name of Deputy Administrator Glick's assistant, Hallam Overton (hoverton@usaid.gov), to whom the letter requesting meeting with DA Glick would be sent, and agreed to Chris's request that he provide comments on whatever draft letter and attachment on "New Ideas" might be done requesting that meeting. Tom just travelled with DA Glick for a couple weeks in Africa. He also suggested that the draft be shared with Chris Milligan in advance for feedback. Nancy Tumavick is willing be interlocutor; what do we want to propose as agenda? The following were mentioned:

Introduction to UAA, our programs—multiple people;
History of USAID project;
Oral histories; and
Annual General Meeting.

Chris Crowley is not necessarily available in June, the meeting happens then.

D. Board Nominating Committee update.

Terry Brown reported that he will put about same as last year's article in the June newsletter. Assuming those eligible for a second term (Crowley, Tumavick and Myers) re-up, then there will be two Board positions to fill. Nancy Tumavick clarified that there are 7 Board positions:

- Anne Aarnes and Terry Brown have terms that continue through next year.

- Chris Crowley and Nancy Tumavick are seeking their second two-year terms.
- Franklin Moore and George Hill will rotate off.
- Terry Meyers term ends and he is eligible to seek election to a second two-year term.

The Nominating Committee (Anne Aarnes, Terry Brown, George Hill, and Franklin Moore) will meet by phone sometime within the next week or so. Then Terry Brown will prepare an article for the June Newsletter. The committee has a list from Nancy Tumavick of those who indicated an interest in being considered for the Board in response to the Annual Survey.

4. OPERATING COMMITTEE REPORTS

A. Development Issues

Steve Giddings reported that—

- The DI Committee will not meet this month, but that they are trying to set up a speaker for the June meeting — possibly Mike Pillsbury, a China expert or Eric Bethel on the future of the World Bank under Malpass.
- Book Club is scheduled for May 29, when Peter Amato will lead a discussion on nationalism based on several articles, including articles from the Washington Post.
- Notes from the meeting with Larry Knowles have been posted on the UAA website.
- Steve represented UAA at the USAID Partners meeting, which was about moving to self-reliance, and was quite interesting. This will include shorter strategies and other documents. USAID is also working on metrics for this new self-reliance emphasis. There had been lots of analytical work since the last meeting.

Alex Shakow described upcoming DACOR events.

B. Membership.

Carol Dabbs advised the EC of the following progress by the Membership Committee.

- Follow-up from the Annual Survey:
 - Membership Committee volunteers are all currently involved.
 - Those recommended as potential new members will be contacted directly.
 - Nancy Tumavick's comments on the survey create a plan of action.
- The UAA Pamphlet will be reprinted after wordsmithing.
- As the EC has discussed previously, a Mini Survey in the summer could be of use. We propose to keep it very short. After discussion, there was consensus that the Mini Survey ask three questions:
 - i. How long were you employed by USAID?
 - ii. Under what employment were you employed by USAID (use the list from the current brochure, and accept multiple responses)?

iii. How long since your (last) separation or retirement from USAID (using the periods used in the Annual Survey, so that comparisons are possible)?

- Local Group support—no real progress yet; Bennet, Gibb, Bever, and Hogan are all out of town.

C. Spring Reception.

- Bette Cook asked EC members to please RSVP if not they have not already one so.
- There were 38 acceptances so far, plus a stand-alone email message sent Wednesday to the entire email list.
- Nancy Tumavick reported on the acceptances from non-UAA guests.

D. USAID History Project.

Alex Shakow reported that six chapters have been drafted of the 13 total planned.

E. Awards Committee.

Bette Cook reported that the committee is waiting with high expectations. Completed nominations are due by July 31. Self-nominations will be accepted.

F. Public Outreach.

No report due to the absence of both Beth Hogan and Jim Bever.

G. Strengthening/Mentorship.

- Roberta Mahoney discussed engaging with Melissa Williams about informing Mission Directors and Deputy Mission Directors in training to assure they're aware of the program. (The plan is not to start with the idea that they themselves might be mentees.)
- Payne Fellows are about to come to DC; Roberta and others will speak with them regarding their summer work on the Hill.
- Roberta also brought to our attention the need for a more broad approach to inclusiveness within USAID — for example, in Pakistan, a young Latina woman not feeling welcomed as a diverse part of our workforce. One opportunity might be to engage prior Payne Fellows as potential mentors for such employees.

5. OTHER BUSINESS.

A. Website/Email Issues.

No report, as David Cohen was not present

B. Administrative Issues.

No report because Ven Suresh could not call in.

C. Contributions in memory of John Sanbrailo.

- We have received one check. David Cohen has been asked if donations on website can be so designated.
- Chris Crowley will send email thank yous to donors, with a copy to Mrs. Sanbrailo, in order to let her know what's happened.
- Alex Shakow suggested these donations be allocated to History of USAID Project, which John was very interested in.
- Bette Cook will do short article for the Newsletter advising folks how they can contribute.

6. NEXT MEETING.

The next meeting of the Executive Committee is scheduled for Thursday, June 20, 2019, at the offices of Tetra Tech Inc., 1320 N Courthouse Rd, Suite 600, Arlington, VA 22201, between 10:30 am and 12:30 pm.

7. ADJOURNMENT

It was moved, seconded, and unanimously approved to adjourn at 11:48 pm.

Respectfully submitted,

/s/

Carol Dabbs
Acting Assistant Secretary

Attachments:

- A. UAA Financial Report as of April 30, 2019
- B. UAA/USAID History Project: Financial Status as of April 30, 2019
- C. UAA Membership and Contributions Summary, April 1–April 30, 2019

ATTACHMENT A

UAA FINANCIAL REPORT
AS OF APRIL 30, 2019^[2]

•	Checking Account Balance as of end March 2019		\$ 38,607.51
•	Member contributions received in April 2019		\$ 1,050.00
•	Disbursements for April 2019:		\$ 3,198.71
○	Merchant Bank Discount	\$ 88.71	
○	Constant Contact	\$ 140.00	
○	Administrative Assistant Voucher	\$ 1,900.00	
○	Center for Global Development	<u>\$ 1,000.00</u>	
		\$ 3,198.71	
•	End April 2019 balance:		\$ 36,458.80
		* * * *	
	Savings balance		\$ 15,775.21

^[2] Not including funds earmarked for the History of USAID Project. See Attachment B.

ATTACHMENT B

UAA/USAID HISTORY PROJECT
Financial Status as of April 30, 2019

1.	Total contributions received	\$	0.00
2.	Total interest on deposits	\$	0.00
3.	Account share	\$	50.05
4.	Interest earned on Account share	\$	0.01
5.	Total project expenditures in March	\$	0.00
6.	Current amount in checking account	\$	5,338.58
7.	Current amount in Premier Savings Account	\$	133,779.68
8.	Total current availability	\$	133,779.68

* * * *

No activity in the History of USAID Project during April 2019.

ATTACHMENT C

UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

April 1, 2019 – April 30, 2019
(includes 2018 data for comparison)

Registrations:

New alumni registrants, April 1 – April 30:	8
New associate registrants, April 1 – April 30:	0
Total new registrants, April 1 – April 30:	8
Total new registrants for 2018 through April 30:	40
Registrants whose names were removed in April 2019:	2
Total registrants through April 30, 2019:	1034
Total registrants alumni through April 30, 2018:	992

New registrants in April 2019:

- Mary Pamela Foster
- Susan Riley
- Christopher Chibwana
- Charles Oliver
- Samer Saad
- Kikomoko Disan
- Mark Gellerson
- John Kelley

New associate registrants in April 2019:

- None

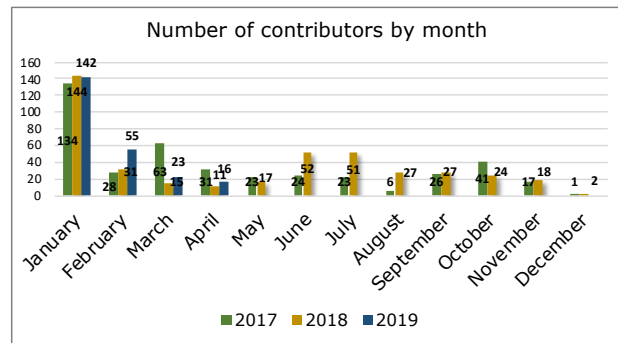
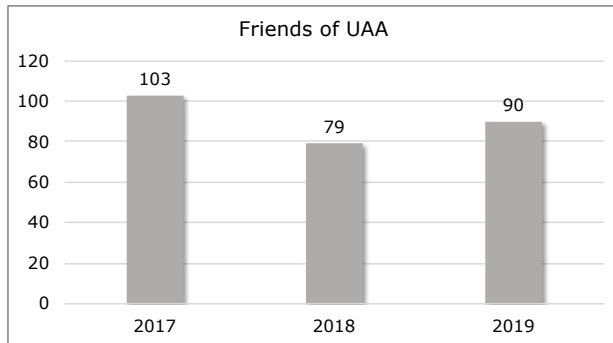
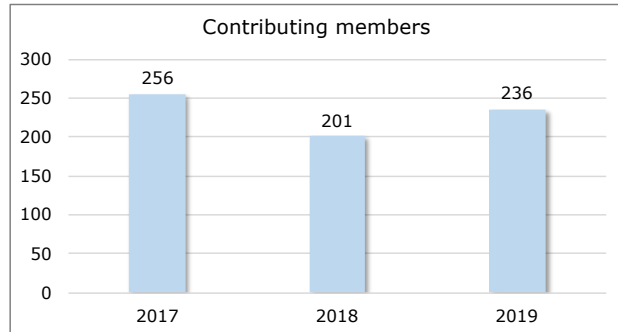
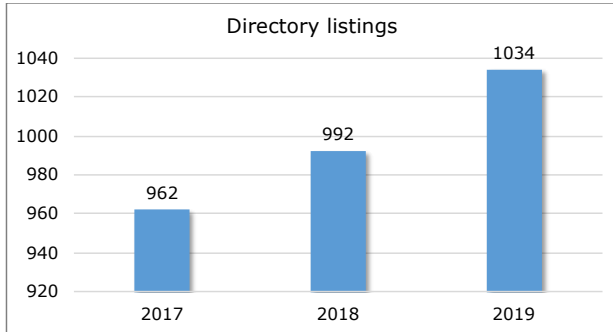
Registrants whose names have been removed: deceased/unsubscribed:

- Peter Kimm
- John Sanbrailo

Membership Contributions Summary:

Alumni contributions, April 1 – April 30:	16
Total number of contributors for 2019 through April 30:	236
Total number of contributors for 2018 through April 30:	201
% of contributors through April 2019 as compared to April 2018:	117.0
Total number of \$100+ contributors, April 1 – April 30, 2019:	5
Total number of \$100+ contributors for 2019 through April 30:	90
Total number of \$100+ contributors for 2018 through April 30:	79
% of \$100+ contributors through April 2019 as compared to April 2018	114.0
Number of new contributing members, April 1 – April 30, 2019:	2
Total number of new contributing members for 2019 through April 30:	19
New contributors as a % of new registrants for April 2019:	25.0

Comparison over the years as of end April:



Contributions received in April 2019:

Contributing Members: 9

Victor Barbiero	Nikhil Divecha
Polly Byers	Sharon Epstein
Julius Coles	Curt Wolters
Barbara B Crane	Robert Wuertz
Peter Deinken	

Friends of UAA: 5

Margaret Carpenter	Patrick Fine
Carol Dabbs	Katie Taylor
Paul Delay	

New Contributing Members: 2

Mary Foster
John Kelley