

MINUTES  
of the  
UAA EXECUTIVE COMMITTEE MEETING<sup>[1]</sup>  
Thursday, February 17, 2022  
10:15 am – 12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, February 17, 2022, at 10:15 a.m. The following UAA Directors, ExCom committee co-chairs, staff members and guests participated in the meeting:

BOARD MEMBERS

Present

Anne Aarnes	Carol Dabbs
Jim Bever	Roberta Mahoney
Terry Brown	Margaret Neuse

Absent

Denise Rollins

COMMITTEE CO-CHAIRS

Present:

Bette Cook	Rose Rakas
Alicia Dinerstein	Joy Riggs-Perla
Steve Giddings	Joe Ryan
Steve Haykin	Alex Shakow
David McCloud	Rob Sonenthal
Tom Nicastro	Gail Spence

Absent:

Beth Hogan  
Carol Peasley  
Nancy Pielemeier  
Nancy Tumavick

WEBMASTER

Tish Butler

SYSTEMS MANAGER

Ven Suresh

MEETING CHAIR

Margaret Neuse

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Margaret Neuse called the meeting to order at 10:15 a.m.

After calling the roll of Directors, Margaret noted that (i) a quorum of the Board was present; (ii) on behalf of the Strengthening USAID Committee, Alicia Dinerstein would be recording the decisions and planned actions that result from the meeting; and (iii) at the March 17 ExCom meeting, the Development Issues Committee would be responsible for recording decisions and planned actions.

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<sup>[1]</sup> These minutes rely heavily on the clear and detailed notes taken by Alicia Dinerstein and Rose Rakas on behalf of the Strengthening USAID Committee. Her assistance is gratefully acknowledged, as are the contributions of Bette Cook, Joe Ryan, Joy Riggs-Perla and Carol Dabbs. [RBS]

## 1. MINUTES.

Draft minutes for the ExCom meeting of January 20, 2022, were sent to the ExCom for comment early in the week of February 14; a revised draft was then circulated on Wednesday, February 16. At the meeting, Carol Dabbs proposed minor technical revisions to Parts 3.B ("Strategic Framework") and 3.C ("Budget for 2022"), and shared the proposed revisions with the ExCom on the computer screen.

A motion to approve the minutes, with Carol's proposed revisions, duly seconded, was adopted without dissent.

## 2. FINANCIAL/BUDGET AND MEMBERSHIP REPORTS.

### A. Financial/Budget Reports.

Carol Dabbs, UAA Treasurer, called attention to the reports that were sent to the ExCom in advance of the meeting: the Financial Report for January 2022 (Attachment A); the 2022 Operating Budget Report for the period ending on January 31, 2022 (Attachment B); and a thirteen-month 2021 Operating Budget Report for the year ending December 31, 2021, which includes amounts expended in January 2022 that are chargeable to the 2021 Budget (Attachment C).

Carol noted that in January 2022—

- Income from contributions received in January 2022 exceeded expenditures by just over \$8,600.
- Expenditures included fees for the website and for Click & Pledge.

Bette Cook proposed that, in the 2022 Budget, the line item for "Awards" be moved from the AGM Committee to the Membership Committee. The Board approved the proposal without objection.

### B. Membership Statistics.

Tom Nicastro summarized trends in UAA membership as reflected in the Membership and Contributions Summary for January 2022 (Attachment D).

- UAA recorded 219 contributions in January 2022 and in December 2021 which were attributed to 2022 membership — representing almost 45% of the total number of contributions recorded for 2021. One was a first-time contributor.
- There were 8 new registrants during the month.

Tom reported on MemCom recruitment plans, including—

- identifying registrants who have not contributed, to determine (i) why they did not contribute, and (ii) what UAA can do to make contribution more attractive to them (e.g., adjusting the recommended contribution);
- using the registration process more effectively for recruitment; and
- identifying and contacting USAID retirees who did not attend the UAA briefing at recent FSI Job Search/Transition Programs.

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

#### A. Board Meeting.

Margaret Neuse reported on the decisions taken by the Board at its meeting on Thursday, February 3, 2022:

- The Board agreed that the Development Issues Committee can organize a special committee or working group to focus on the Administrator's localization initiative.
- At a January 29 meeting with the Board, Acting Counselor Ken Yamashita asked that all UAA communications with him be by or through the Co-Chairs. Ken will be speaking at the virtual portion of Winterfest.
- At a meeting with Peter Malnak on February 8, the Board urged USAID to purchase copies of John Norris' *The Enduring Struggle*. Peter agreed to identify who at USAID the publisher might contact to offer copies at a discount.
- UAA will develop its own public outreach materials (video/powerpoint/etc.) and not await products from USAID.
- David McCloud, Beth Hogan and Rob Sonenthal will take a final look at the draft Regional Activities Committee charter and recommend appropriate changes.

#### B. Strategic Framework/Annual Workplan.

Roberta Mahoney and Terry Brown reported on the draft Strategic Framework for 2002-2007.

- The draft was shared with the ExCom with comments accepted through February 16. Five comments were received. In response, Roberta will be clarifying certain portions of the draft; but she will not be including additional detail, in light of the Board's decision to keep the SF clear and concise.
- Roberta Mahoney will send copies of the draft Strategic Framework to selected alumni outside the Washington metropolitan area for review and comment.
- Once the final revised draft is approved, it will be posted on the UAA website.

Terry Brown discussed the importance of the Annual Report/Implementation Plan, which will include past results and future activities. He plans to prepare guidance for the committee co-chairs on the kinds of information that will be needed for the AR/IP. Terry suggested that the co-chairs refer to the chart that was used at the October strategic planning retreat, which will likely be the basis of the format for reporting.

Margaret urged the co-chairs to begin thinking of their future activities and the resources that they will need to carry them out. Roberta reminded them to pay special attention to the MOU and to UAA's commitment to DEI.

#### C. Board Meetings with USAID Senior Management.

Margaret Neuse reported on recent meetings between the Board and USAID senior management:

1. Acting Counselor Ken Yamashita.

The Board met with Acting Counselor Ken Yamashita on January 29. The meeting covered, among other things, the activities and future role of UAA. Ken identified two areas of particular concern to him: USAID's additional responsibilities as a new cabinet-level agency; and what Ken describes as "agency sludge" — processes that slow down results, but don't produce additional results. Ken will be the point of contact for the USAID/UAA MOU and will take responsibility for organizing quarterly meetings.

2. DAA/HCTM Peter Malnak.

The Board met with Peter Malnak on February 8. Peter provided the Board with an update on recent developments at HCTM, including, among other things: recent recruitment efforts; diversity, equity, and inclusion; workforce planning; and the localization initiative. During the Q&A that followed, Peter noted that USAID was organizing a program overseas for paid interns.

A follow-up meeting with Peter on topics not covered, including the USAID intern program, is planned for February 24.

3. DA Paloma Adams-Allen.

The Board is scheduled to meet with Deputy Administrator Paloma Adams-Allen on March 4, 2022. DA Adams-Allen oversees the Management Bureau, HCTM, and the Office for Budget and Resource Management. Jim has already forwarded a brief overview agenda circulated to her office for review/comment, and will fill out the agenda once feedback is provided.

Joy asked if the Board could alert DA Adams-Allen to the October AGM in order to begin setting the stage for an invitation to Administrator Power, and to invite the DA to speak if the Administrator cannot attend. The ExCom consensus was, however, to defer decision on mentioning this to her, since we're not clear yet who does what, so we don't know who at USAID is most appropriate to address the meeting's specific subject matter.

[Alicia Dinerstein joined the meeting.]

D. Mentoring Program.

Alicia Dinerstein reported on the USAID/UAA Mentoring Program.

- Almost all mentee applicants for the current cohort have been matched with UAA mentors.
- Neil Levine led a day-long training session for mentors on January 24, 2022, and a shorter session for mentees about a week later.
- A recording of the mentee session was sent to mentees through Bureau Coordinators; but technical issues with the recording of the mentor session have delayed its dissemination.
- The committee will track the current cohort through June 2022, but mentors/mentee pairs may continue their relationships after that date if they desire.
- UAA mentors for the following cohort will be recruited beginning in June 2022.

Rose Rakas added that the committee will need additional members and additional support (e.g., data analysis) in the future to carry out the Mentoring Program, which has expanded significantly, and asked the Board to start recruiting volunteers.

[Rose Rakas left the meeting.]

E. USAID/UAA MOU Activities

Jim Bever reported that:

- There was a meeting with the USAID/Armenia Mission Director and Program Officer regarding a proposed "Mission Mentoring" pilot program.<sup>[2]</sup>
- LPA's public engagement team shared public outreach materials with UAA.<sup>[3]</sup>
- No progress has been made on organizing a retirement ceremony.

On UAA assistance to USAID/Afghanistan FSNs:

- UAA is now being routinely included in monthly meetings with FSNs organized by the Mission.
- Most of the FSNs currently in the U.S. attended a job fair sponsored by SID, designed to help them sharpen their job-search skills, for which UAA's request that the Afghan FSNs entrance fees be exonerated was granted; another SID job fair is being planned for late April.
- Jeff Grieco, a former USAID employee under Administrator Andrew Natsios and currently President of the US-Afghan Chamber of Commerce (COC), informed Jim that the COC is helping to organize a job fair in April. He requested the following support from UAA: (i) identify volunteers to help with the event; (ii) share information about FSNs' skill sets with prospective employers; and (iii) provide \$1000 to help the COC cover expenses related to the job fair, which is being principally sponsored by the Lutheran Immigration and Refugee Service (LIRS). Jim will propose that UAA make a \$500 contribution at the next Board meeting.

[Jim Bever left the meeting.]

F. Public Outreach.

David McCloud reported for the Public Outreach Committee.

- A draft charter for the Committee on Regional Activities has been circulated for comment. David will work with Beth Hogan and Rob Sonenthal to finalize the charter before the March 3, 2022 Board Meeting.
- USAID has sent us public outreach materials — including a PowerPoint presentation on "USAID 101" that is very general — for our review and comment. Our view is that better/additional materials are needed to help UAA members effectively explain USAID, foreign assistance and international development to external audiences.
- Other potential sources of PO material are not really useful: The syllabi and materials dealing with development on the UAA website are designed for academia, not outreach to the general public;

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<sup>[2]</sup> See Part 4.A below for details.

<sup>[3]</sup> See Part 3.F. below for details.

AFSA's PO materials focus on diplomacy rather than development; and a presentation prepared by John Groarke is designed for active military personnel, not the general public.<sup>[4]</sup>

- USGLC, which has local branches, and recruits among non-specialists, is a potential source.

#### G. Staying Up-to-Date on USAID Policy.

Margaret Neuse discussed the need for UAA members to keep fully abreast of USAID policy development, so that they are able to offer timely input on changes in USAID policy.

Steve Giddings, co-chair of the DIC, noted that a good source for relevant information would be DAA/PPL Sara Walter, with whom the committee had an ongoing relationship. He cautioned, however, that UAA does not seek or expect advance notice of policy development, but only notice when developments are made public. Steve Haykin reported that he had discussed the notice issue with Ms. Walter and, in fact, UAA receives no special treatment,

Margaret proposed that the DIC take responsibility for tracking policy developments at USAID, and alerting the Board to developments that may merit a UAA response. That does not mean the DIC would necessarily be responsible for preparing the UAA response (in the rare cases where such a response is appropriate), or for recruiting UAA members experienced in the area to participate in the policy process (a far more likely option, as noted by Alex Shakow) — only that the DIC alert the Board to the available opportunities.

On the possibility of actual or potential conflicts of interest when UAA members participate in USAID policy development, Roberta Mahoney noted that the MOU addressed this possibility through non-disclosure agreements and legal clearances.

#### H. Big Ideas.

Margaret Neuse recalled Jim Bever's concern that UAA respond to Administrator Power's challenge — that UAA to identify "big ideas" for USAID to consider, and recommended that the ExCom keep that challenge in mind.

The following ideas, among others, were noted during the ensuing discussion:

- Mentoring the interns hired through USAID's new paid internship program.
- Supporting USAID's localization efforts by exploring if/how USAID FSOs might directly implement a USAID pilot program; e.g. serving as "Chiefs of Party" themselves, rather than working through implementing partners.
- Exploring how USAID might support developing country educational institutions, such as law schools, engineering schools, etc.
- Such ideas can be raised by committees in their implementation plans.

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<sup>4</sup> While David was speaking, Joe Ryan noted in a chat to all ExCom members that the USAID Wikipedia page contained useful information, and included the page's URL:  
[https://en.wikipedia.org/wiki/United\\_States\\_Agency\\_for\\_International\\_Development](https://en.wikipedia.org/wiki/United_States_Agency_for_International_Development).

ExCom members were encouraged to send ideas to Jim Bever with copies to Anne Aarnes and Margaret Neuse. The subject will be included on the March 17 ExCom agenda.

I. Winterfest.

Bette Cook reported on this year's Winterfest, scheduled for Sunday, February 20, from 4:00-7:00pm at Frank Almaguer's home in Vienna. A blended format will be used, with a virtual event from 5:00-6:00 pm.

- A practice session, including several volunteers from the ExCom, was successfully completed.
- Thus far, approximately 85 people have registered to attend in person or by Zoom; the deadline to register for in-person attendance has been extended to February 10.
- A follow-up message will be sent to all who have signed up on Thursday, February 17, or Friday, February 18, with the Zoom link, and information on time, location, and COVID-19 protocols (vaccination, boosters, masks).

J. Digital Support Needs.

Carol Dabbs reported that an inventory of the paid software used by UAA has been compiled and the working group is in the process of determining if software can be adjusted/updated to address the organization's current and future needs (recruitment; Mentoring Program, etc.).

Alicia Dinerstein emphasized the need for a searchable database with information on UAA mentors to increase the efficiency of the expanding Mentoring Program. Carol suggested that Alicia and Rose Rakas have a conversation with the Working Group to discuss what their needs are, so they can be included in the criteria for database software for UAA.

[Jim Bever rejoined the meeting.]

4. OPERATING COMMITTEE REPORTS.

A. Development Issues.

Steve Giddings reported that—

- A meeting took place during the week of February 7, 2022, with John Allelo, Mission Director, and Brioni James, Program Officer, both of USAID/Armenia, and Sara Walter, DAA/PPL, to discuss a pilot "mission mentoring" program. USAID/Armenia is planning a retreat in May/June 2022 and would like a UAA volunteer to travel to Armenia to participate. We have a roster of possible candidates, 7 or 8 of whom are former Mission Directors.
- The DIC would like information on how the existing UAA Mentoring Program identifies matches before it proposes how to move forward.

Steve Haykin reported that--

- The DIC held an online event on localization at the end of January featuring Don Steinberg and two other speakers. There were approximately 50 participants.

- On March 16, 2022, the DIC is sponsoring a discussion of public/private partnerships (PPPs); the head of USAID's PPP office and a member of the PPP Board in Nigeria have been invited to participate; a third panelist has yet to be identified.

Alex Shakow reported that—

- At a UAA/DACOR Development Dialogue on March 9, Homi Kharas, Senior Fellow in Global Economy and Development at the Brookings Institution's Center for Sustainable Development, will discuss a recently published Brookings book on breakthrough technologies.

B. USAID History/ADST.

Alex Shakow reported that:

- The Board is trying to identify who at USAID should be contacted about ordering copies of John Norris' book for either all new agency employees or all employees.
- The process of conducting interviews for the USAID Oral History Project has begun. Interviewees will include former Administrators Brian Atwood and Henrietta Fore, as well as former FSNs and others. The project is being financed with a grant from USAID.

C. Awards.

Bette Cook reported that the Awards Committee met on February 1 to review the eligibility criteria for Alumni of the Year awards and decided to recommend that last year's criteria be retained with only a minor clarification that will allow the committee to honor contributing members for international or domestic services, or for both.

The Board approved the draft language for the Awards Program announcement and guidance that was previously circulated to the ExCom and will be included in the March newsletter. The deadline for submission of nominations is July 31, 2022. Bette encouraged ExCom members to forward nominations (including self-nominations) to the committee, keeping in mind that each nominee must be a contributing member of UAA.

Furthermore, in recognition of the many deserving ExCom members, Bette suggested at its March meeting that the Board reconsider its unstated policy of excluding ExCom members from receiving nominations.

D. Strengthening USAID.

Alicia Dinerstein noted that the Strengthening USAID Committee has not been consulted on any of the proposed new mentoring activities and, as a result, she is unclear on the expected role of the committee in developing or implementing such activities. Margaret Neuse acknowledged that the Board needs to revisit the names and structure of UAA's committees to clarify their respective roles.

E. Annual General Meeting.

Joy Riggs-Perla reported on planning for the October 2022 Annual General Meeting.



- The committee is considering a one-day in-person event to take place on October 28 at CGD, with a virtual participation component.
- Three sessions are being considered, on the following subjects:
  - Localization in theory and practice, debated by a panel of outside experts.
  - The status of USAID's localization initiative: Administrator Power to address her broad vision and other USAID staff to discuss the administrative and bureaucratic challenges of implementing the initiative.
  - Public Outreach – a discussion about how UAA members can become involved in public outreach activities regarding development cooperation.

The Board will need to clarify who approaches the Administrator and other potential panelists to issue invitations.

F. Membership.

Bette Cook deferred discussion of Membership Committee activities due to time constraints of the meeting.

G. Public Outreach.

[See Part 3.F above.]

5. OTHER BUSINESS.

A. System and Administrative Issues.

Carol reported that the Working Group on Technology Updates has identified the software now in use and their costs. Our next task will be to specify what we need our software to do.

Please post all meeting to the calendar promptly in order to avoid Zoom meeting conflicts.

B. Schedule/Venue of Future Meetings.

- Next Board meeting: Thursday, March 3, from 10:30am to 12:00pm.
- Another Board meeting may be necessary before the upcoming meeting with DA Adams-Allen to refine the proposed agenda in light of the February 25 meeting with HCTM/DAA Malnak. Jim Bever proposed Monday, February 28, but no firm decision was made.
- Next ExCom meeting: Thursday, March 17, between 10:15 am and 12:15 pm via Zoom. The Zoom connection will open at around 10:00 a.m.

C. Other Business.

Terry Brown noted that DEI should be included in the AGM agenda — either as a distinct topic or in the context of localization. The ExCom consensus was in favor of this proposal.

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**6. ADJOURNMENT.**

A motion to adjourn, duly seconded, was adopted without objection. The meeting adjourned at 12:10 p.m.

Respectfully submitted,



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Robert Sonenthal  
Assistant to the Secretary

Date: March 23, 2022

**Attachments:**

- A. UAA Financial Report as of January 31, 2022
- B. UAA 2022 Operating Budget Report (through January 31, 2022)
- C. UAA 2021 Operating Budget Report (through January 31, 2022)
- D. UAA Membership and Contributions Summary (January 1 – January 31, 2022)

# ATTACHMENT A

## UAA FINANCIAL REPORT AS OF JANUARY 31, 2022

(U. S. Dollars)

	Balance 12/31/2021	Deposits	Disburse- ments	Balance 01/31/2022
<b>UAA Operations Account</b>				
Checking Account	15,236.71	7,698.76	963.00	21,972.47
Savings Accounts	64,779.70	17.55	0.00	64,797.25
Total Operatons Member Acct	80,016.41	7,716.31	963.00	86,769.72
<b>UAA History Project Account</b>				
Checking Account	682.16	5,000.00	0.00	5,682.16
Savings* Accounts	61,542.44	49.41	5,000.00	56,591.85
Total History Project Member Acct	62,224.60	5,049.41	5,000.00	62,274.01
<b>UAA Total Bank Accounts</b>				
Checking Accounts	15,918.87	12,698.76	963.00	27,654.63
Savings* Accounts	126,322.14	66.96	5,000.00	121,389.10
Total LFCU Accts	142,241.01	12,765.72	5,963.00	149,043.73

transferred \$5000 to checking

\* Includes both Main Savings and Premier Savings Accounts

3/13/2022

# ATTACHMENT B

## UAA 2022 OPERATING BUDGET REPORT THROUGH JANUARY 31, 2022

	2022 Budget v3 (approved 1/20/22)	January 2022		Remaining approved 2022 budget	Comments
		Revenue	Thru latest month		
<b>Estimated Revenue by Source</b>					
Click and Pledge (from Settlement Statements)	35,250	8,235	8,235	27,015	
Checks (recorded when received)	3,000	1,000	1,000	2,000	
<b>ESTIMATED REVENUE TOTAL</b>	<b>38,250</b>	<b>9,235</b>	<b>9,235</b>	<b>29,015</b>	
<b>Routine Expenditure Items and Categories</b>		<b>Expenditures</b>			
<b>Annual General Meeting (program)</b>					
Awardees & Speaker Travel	1,150		0	1,150	assumes no CGD direct cost
Costs to host virtually or hybrid	1,500		0	1,500	
<b>Sub-Total, AGM program</b>	<b>2,650</b>	<b>0</b>	<b>0</b>	<b>2,650</b>	
<b>Development Issues Committee</b>					
Arizona State University or Other	500		0	500	if resume use facilities
Other	500		0	500	
<b>Sub-Total, Development Issues Committee</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	
<b>Membership Committee</b>					
Retirement Ceremony	500		0	500	
Winterfest	500		0	500	
Spring Reception	500		0	500	
Summer Picnic	500		0	500	
AGM Catering Services	5,500		0	5,500	
Alumni Awards	350		0	350	moved from AGM Committee
Other Social	500		0	500	
<b>Sub-Total, Membership Committee</b>	<b>8,350</b>	<b>0</b>	<b>0</b>	<b>8,350</b>	"Membership Committee" replaces "Social Events"
<b>Public Outreach Committee</b>					
Produce Speaker Presentation Materials	3,300		0	3,300	
Travel to establish alumni branches	1,100		0	1,100	
DACOR	1,000		0	1,000	
CGD	1,000		0	1,000	
USGLC General Membership	500		0	500	
<b>Sub-Total, Public Outreach Committee</b>	<b>6,900</b>	<b>0</b>	<b>0</b>	<b>6,900</b>	
<b>Strengthening USAID Committee</b>					
Administrative Assistant	5,760		0	5,760	
Technical Assistance & Facilitator Travel for Virtual Training	400		0	400	
Other	180		0	180	
<b>Sub-Total, Strengthening USAID Committee</b>	<b>6,340</b>	<b>0</b>	<b>0</b>	<b>6,340</b>	
<b>Administrative Costs</b>					
Administrative Assistant	13,850		0	13,850	
Website: Web Master/domain hosting	2,500	215	215	2,285	
Constant Contact	900		0	900	
Zoom subscription	180		0	180	
Bank Charges: Click & Pledge, transfer fees	1,800	389	389	1,411	
Liability Insurance	500		0	500	
Tax Preparation	725		0	725	
Financial Review	0		0	0	
Office Supplies, mailing costs	300		0	300	
<b>Sub-Total Administrative Costs</b>	<b>20,755</b>	<b>604</b>	<b>604</b>	<b>20,151</b>	
<b>Contingency</b>	<b>1,500</b>		<b>0</b>	<b>1,500</b>	
<b>ROUTINE EXPENDITURES TOTAL</b>	<b>47,495</b>	<b>604</b>	<b>604</b>	<b>46,891</b>	
<b>REVENUE MINUS ROUTINE EXPENDITURES</b>	<b>-9,245</b>	<b>8,631</b>	<b>8,631</b>	<b>-17,876</b>	
<b>ONE-TIME EXPENDITURES</b>					
Retirement Ceremony	1,920		0	1,920	
Website Options Study	5,000		0	5,000	
<b>ONE-TIME EXPENDITURES TOTAL</b>	<b>6,920</b>	<b>0</b>	<b>0</b>	<b>6,920</b>	
<b>REVENUE MINUS ROUTINE &amp; ONE-TIME EXPENDITURES</b>	<b>-16,165</b>	<b>8,631</b>	<b>8,631</b>	<b>-24,796</b>	

\* NB: History Project funds are not included here; Board approval of such expenditures to be sought separately.  
Items with this highlighting are changed from last report

3/22/2022

# ATTACHMENT C

## UAA 2021 OPERATING BUDGET REPORT (THROUGH JANUARY 30, 2022)

	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	Paid Jan '22 - March '22	Thru latest month	Remaining approved 2021 budget	Comments
<b>Revenue by Source</b>																
2021 Budget approved 10/07/2021																
Click and Pledge (from Settlement Statements)	33,000	9,820	2,800	4,925	2,850	1,925	1,010	675	1,130	2,425	1,350	7050		39,510	-6,510	From CAP Settlement Statements
Checks (recorded when received)	4,500	275	950	500	0	350	200	0	100	0	0	500		3,750	1,750	
Refund of IRS penalties	3,812			3,812	NA	NA	0	0	0	0	0	0		3,812	NA	
Employer Match	400				400	0	0	0	0	0	0	0		400	NA	
REVENUE TOTAL	41,712	10,095	3,750	5,200	7,162	2,325	1,360	875	1,230	2,425	1,350	7,550		46,972	-5,260	
<b>Expenditure Items and Categories*</b>																
2021 Budget approved 10/07/2021																
Membership Committee																
AGM Catering Services	4,900													0	4,900	
Awardees & Speaker Travel	1,092													0	1,092	
Alumni Awards	300													0	300	
Costs to host virtually or hybrid	1,058													1,058	0	
Sub-Total AGM (assumes no cost at CGD)	7,350	0	0	0	0	0	0	0	0	0	83	975		1,058	6,292	
Other	500													0	500	
Retirement Ceremony	1,000													0	1,000	
Winterfest	0													0	0	
Spring Reception	0													0	0	
Summer Picnic	500		425											0	0	
Sub-Total Social events	2,000	0	425	0	0	0	0	0	0	0	0	0		425	75	
Development Issues Committee	500		53											425	1,575	
Strengthening USAID Committee	3,600													0	447	
Public Outreach Committee														0	0	
Travel to establish Regional Alumni branches	1,000													0	0	
Produce Speaker Presentation Materials	3,000													0	1,000	
Contributions to umbrella/related organizations	500													0	3,000	
Sub-Total Public Outreach	4,500	0	0	0	0	0	0	0	0	0	0	0		0	500	
Donations														0	4,500	
DIACOR	1,000													0	0	
CGD	1,000			1,000										0	0	
Arizona State University or Other	500											1,000		1,000	0	
USGLC General Membership	500		500											0	500	only if resume use of facilities
Sub-Total Donations	3,000	0	500	1,000	0	0	0	0	0	0	0	1,000		2,500	500	

Expenditure Items and Categories*	2021 Budget approved 10/07/2021	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	Paid Jan '22 - March '22	Thru latest month	Remaining approved 2021 budget	Comments
Expenditures																	
Administrative Costs	13,200			3,432						4,180			4,806		12,418	782	
Administrative Assistant	176					88						88			176	0	
Mail Box Rental	3,000	1,065					874	70			84		74		2,191	809	
Website: Web Master/domain hosting	840	70	70	70	70	70	70	70		70	78	74			857	-17	
Constant Contact	135					135									135	0	
Sound Cloud	160										157				157	3	
Zoom subscription	1,800	412	119	211	122	83	45	30	49	103	182	59	331		1,746	54	C&P fees from settlement reports
Bank Charges: Click & Pledge: transfer fees	500								100	500					500	0	
Liability Insurance	951										851	650			951	0	
Strategic Planning Meeting	725					75									725	0	
Tax Preparation	0														0	0	
IRS Penalties	1,000														0	1,000	
Financial Review	300														0	300	
Miscellaneous Office Supplies	22,787	1,547	189	3,713	192	451	989	100	387	4,853	1,352	871	5,711		19,855	2,931	
Sub-Total Administrative Costs	339		75												75	264	
Contingency																	
EXPENDITURES TOTAL	44,076	1,547	764	4,191	1,245	451	989	310	387	4,853	1,435	1,846	6,211		24,924	19,152	
REVENUE MINUS EXPENDITURES	-2,364	8,548	2,986	1,009	5,917	1,874	371	565	943	-2,428	2,215	-496	1,339		22,048		
*Expenses attributed to month when charged to checking account, or when check is written (not when cashed).																	
1/1/2022																	

## ATTACHMENT D

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

January 1 – January 31, 2022  
(includes 2021 data for comparison)

#### **Registrations:**

New alumni registrants, December 1, 2021 – January 31, 2022	8
New associate registrants, January 1, 2022 – January 31, 2022	0
Total new registrants, December 1, 2021 – January 31, 2022	8
Total new registrants for 2022 through January 31, 2022	8
Registrants whose names were removed in January 2022	5
Total registrants through January 31, 2022	1214
Total registrants through January 31, 2021	1166

#### **New registrants in December 2021 and January 2022:**

Ashwani Sood	Helaluddin Musadiq
Mohammad Jawad Ferdaws	Elizabeth Warfield
Ahmed Zaki Qasim	Zohra Rafiq
Ahmad Mashooq Elham	Mujeebullah Hamidi

#### **New associate registrants in January 2022:**

None

#### **Registrants whose names were removed in January 2022: deceased/unsubscribed:**

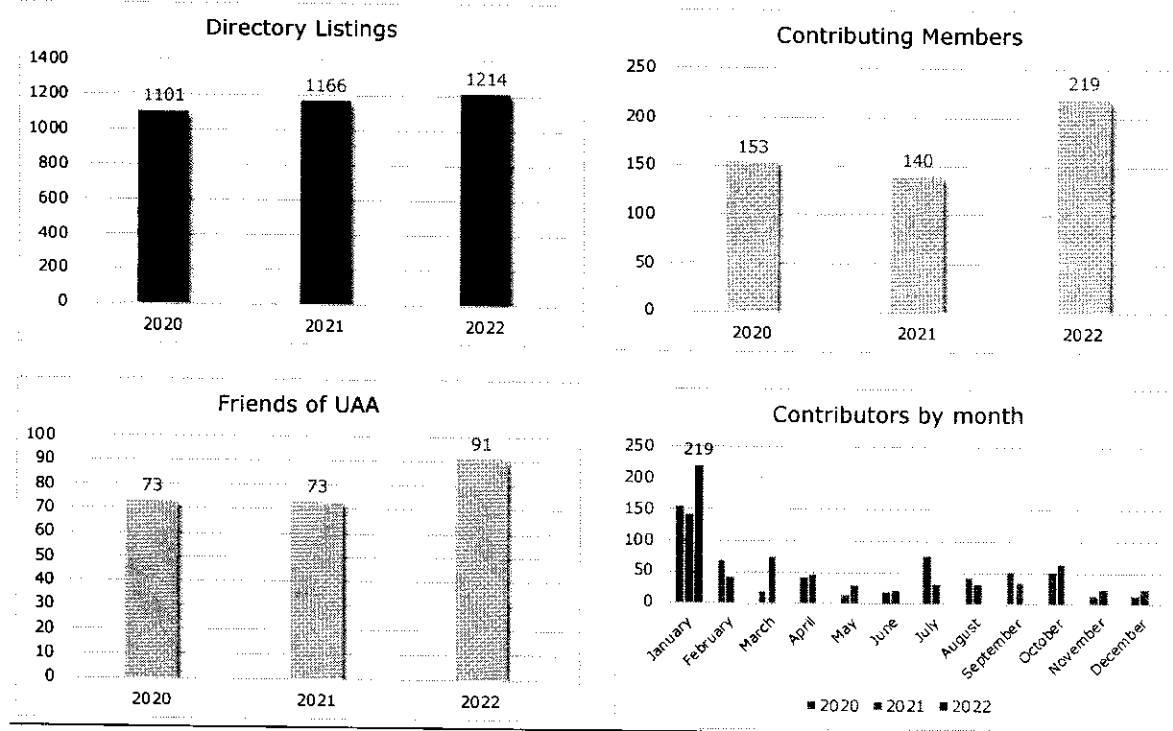
Bruce Odell	Margaret Bonner
Kamiar Khajavi	Saif Ahmadzai
Alexander Shapleigh	

#### **Membership Contributions Summary:**

(Please note that contributions received during December 2021 are treated as 2022 contributions and are reported here.)

Total number of \$100+ contributors, December 1, 2021 – January 31, 2022	91
Total number of \$100+ contributors for 2022 to January 31	91
Total number of \$100+ contributors through January 2021	73
% of \$100+ contributors 2022 as compared to 2021	125.0
Number of new contributing members, December 1, 2021 – January 31, 2022	1
Total number of new contributing members for 2022 through January 31	1
New contributors as a % of new registrants this month	13.0

### Comparison over the years as of the end of January 2022:



**Contributions received in December 2021 and January 2022:** (Number of \* indicates number of repeat contributions from members; "Friends of UAA," who contributed \$100 or more, are indicated in bold).<sup>1</sup>

#### **New Contributing Members: 1**

Elizabeth Warfield

#### **Contributing Members: 218**

Rodeina Abdel Fattah  
**Jonathan Addleton**  
 Gary Alex  
**Aadrienne Allison**  
**Frank Almaguer**  
**Bill Anderson**  
**John Brian Atwood**  
 David Atwood  
 Jeffrey Bakken  
 Victor Barbiero  
 Belinda Barrington

Dirk Dijkerman  
**Alicia Dinerstein**  
 Michael Donovan  
**James Dunlap**  
 Christopher Edwards  
 C David Esch  
 Nancy Estes  
 Andrew Evans\*  
 Peter Ewell  
 Lloyd Feinberg  
 Arthur Fell\*

**Shane Maccarthy**  
**Susan Malick**  
 Jerre Manarolla  
 Latanya Mapp Frett  
**Jeffrey Marburg-Goodman**  
 Richard Martin  
**Raymond Martin**  
 Nahed Matta  
**Nancy McKay\***  
 C. Gary Merritt  
 Virgil Miedema

**Loren Schulze**  
**Rick Scott**  
 Satish Shah  
**Alexander Shakow**  
**David Shear**  
 James Shelton  
 William Sigler  
**Stephen Silcox**  
 Donald Sillers  
**Mark Silverman**  
**Anne Simmons-Benton**

<sup>1</sup> Please note that contributions received in December are counted for 2022 membership and are reported here in the January Membership and Contributions Summary.



John Beed  
L Marcia Bernbaum  
**James Bever**  
Harry Birnholz  
Jerry Bisson  
**Katherine Blakeslee**  
Deedee Blane  
Richard Blue  
Jeff Borns  
Susan Brems  
Alfreda Brewer  
Donald Brown

Paula Bryan  
Craig Buck  
**Letitia Butler**  
**Malcolm Butler**  
Kerry Byrnes  
C. Stuart Callison  
George Carner  
**Margaret Carpenter**  
**Thomas Carter**  
Glenn Cauvin  
John Champagne  
Robert Chase  
**Toni Christiansen**  
Cynthia Clapp-Wincek  
**Anna Coburn**  
**David Cohen**  
Constance L Collins  
Emmett Conner  
**Gary Cook**

**Bette Cook**  
**Colette Cowey**  
Barbara B Crane  
**Mike Crosswell**  
**Christopher Crowley**  
**Owen Cylke**  
Anne Dammarell  
Alan Davis  
Michael Deal  
**James Dempsey**  
Barbara Dickerson  
**Clarence Zuvekas**

Holly Ferrette  
**Elizabeth Fox**  
**James Fux**  
Kimberly Gamble Payne  
**David Garms**  
Philip Gary  
**Jose Garzon**  
**Earl Gast**  
James Gaughran  
Gene George  
**Cindy Gersony**  
**Stephen Giddings**

John Giusti  
William Goldman  
**James Govan**  
**Sherry Grossman**  
John Hatch  
John Hatch, Iii  
Margaret Healey  
David Hess  
**Michael Hirsh**  
Kempe R. Hope  
Sayed Hussainy  
George Ingram  
David Jessee  
Thomas Johnson  
William Johnson  
**Robert Jordan**  
**Susan Kakesako**  
Thomas Kennedy  
**Michael Kerst**

**Erna Kerst**  
Mary Kilgour  
**Mary Knox**  
Joel Kolker  
Elisabeth Kvitashvili  
Brad Langmaid  
**Peter Lapera**  
**Carl Leonard**  
Ronald Levin  
Dawn Liberi  
Kristin Loken

Andrew Morehead  
**Thomas Morris**  
**Kevin Mullally**  
Paul Mulligan  
**Donald Muncy**  
Robert Muscat  
**Desaix Myers III**  
Alfred Nakatsuma  
Robert (Woody) Navin  
David Nelson  
**Margaret Neuse**  
**Tom Nicastro**

**Wayne Nilsestuen**  
**James Norris**  
Mary Norris  
Mary Offerdahl  
Mark Oviatt  
**Brenda Pearson**  
Leslie Perry  
Harry Petrequin  
Viviann Pettersson  
**Nancy Pielemeier**  
**John Pielemeier**  
**David Piet**  
Scott Radloff  
**Samuel Rea**  
James Redder  
Allan Reed  
William Reynolds  
**Stacy Rhodes**  
Julia Richards

Lex Rieffel  
**Joy Riggs-Perla**  
Ernest Rojas  
**Denise Rollins**  
Alison Rosenberg  
Irving Rosenthal  
**Carla Royalty**  
Jerrold Rubin  
Joe Ryan  
William Schauffler  
**Mark Schneider**

**Thom Sinclair**  
Steven Sinding  
Andrew Sisson  
Mary Skarie  
**Glenn Slocum**  
Kris Smathers  
**Ken Smith**  
**James Smith**  
Barbara Spaid  
Jonathan Sperling  
**James Stein**  
**Elizabeth Rose-**  
**bud Tetteh**  
John Thomas  
George Thompson  
**Kiert Toh**  
**Dianne Tsitsos**  
**Nancy Tumavick**  
**Barbara Turner**  
Charles Uphaus  
**Roxann Van Dusen**  
**Roberta Van Haeften**  
Ray Van Raalte  
Thomas Vellenga  
Brad Wallach  
**James Ward**  
**John Wasielewski**  
Dennis Weller  
**John Westley**  
Richard Whelden  
Paul White  
**Linda Whitlock-**  
**Brown**  
Michael Wilburn  
**Aai Williams**  
Allan J Alonzo Wind  
Harry Wing  
Stephen Wingert  
Michael Wyzan  
**Susumu Yamashita**  
Moenes Youannis  
Frank Young  
**Marilyn Zak\***  
Gerald Zarr

Contributions received in December 2021 that are included above:

Alumni contributions, December 1 – December 31, 2021	105
Total number of \$100+ contributors, December 1 – December 31	43
Number of new contributing members, December 1 – December 31	1