

MINUTES  
of the  
UAA EXECUTIVE COMMITTEE MEETING<sup>[1]</sup>  
Thursday, June 16, 2022  
10:15 am – 12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, June 16, 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  
Jim Bever  
Terry Brown  
Carol Dabbs

Roberta Mahoney  
Margaret Neuse  
Denise Rollins

Absent

COMMITTEE CO-CHAIRS

Present:

Bette Cook  
Steve Giddings  
Steve Haykin  
Joe Ryan<sup>2</sup>  
Tom Nicaastro  
Carol Peasley

Rose Rakas  
Joy Riggs-Perla  
Alex Shakow  
Rob Sonenthal  
Nancy Tumavick

Absent:

Alicia Dinerstein  
Beth Hogan  
David McCloud

Nancy Pielemeier  
Gail Spence

WEBMASTER

Present:

Joe Ryan

Absent:

SYSTEMS MANAGER

Present:

Absent:

Ven Suresh

MEETING CHAIR

Roberta Mahoney

\* \* \* \* \*

---

<sup>[1]</sup> These minutes reflect the excellent decision memorandum prepared by Carole Peasley on behalf of the USAID History Committee; the notes provided by Bette Cook and Tom Nicaastro for the presentation on membership statistics; and comments on early drafts provided by Bette Cook and Carol Dabbs. The contribution of these ExCom members is gratefully acknowledged. [RBS]

<sup>[2]</sup> Joined in progress.

Roberta Mahoney called the meeting to order at 10:15 a.m.

After calling the roll of Directors, Roberta noted that (i) a quorum of the Board was present; (ii) on behalf of the USAID History Committee, Carol Peasley would be recording the decisions taken at the meeting, and (iii) at the June 16 ExCom meeting, the AGM Committee would be responsible for recording decisions.

1. **MINUTES.**

Draft minutes for the ExCom meeting of May 19, were circulated for comment prior to the meeting, and revised to reflect comments received. A motion to approve the revised draft (subject to several minor edits that will appear in the final posted version), duly seconded, was adopted by unanimous vote.

2. **FINANCIAL/BUDGET AND MEMBERSHIP REPORTS.**

A. **Financial/Budget Reports.**

Carol Dabbs, UAA Treasurer, called attention to two reports she distributed prior to the meeting: the Financial Report for May 2022 (Attachment A) and the Operating Budget Report for the period ending May 31, 2022 (Attachment B). Carol noted that, during May:

- The Operating Account balance increased by approximately \$99.00.
- Expenditures included fees for preparation of the 2012 IRS information report, Constant Contact, and Click & Pledge.

Carol and Rob Sonenthal are working to obtain a tax exemption from the D.C. Government. To that end, Carol has already arranged for the IRS to send us an "Affirmation Letter" confirming UAA's federal tax-exempt status; it should arrive in the next few days.

The Board asked the USAID History Committee to present recommendations on how the remaining funds in the USAID History account will be used. Carol Peasley agreed that the co-chairs will do so within the next couple of months.

B. **Membership Statistics.**

Tom Nicastro summarized trends in UAA membership as reflected in the Membership and Contributions Summary for May 2022 (Attachment C). Through May 31, 2022, there were—

- 1,238 registrants, an increase of 4% over May 31, 2021 (1,187);
- 366 contributors, and increase of 10% over May 31, 2021 (329); and
- 145 Friends of UAA, an increase of 6% over May 31, 2021 (136).

Of the 4 new registrants in May, 2 (50%) also became contributors.

Terry Brown asked why UAA allows people to register without also becoming dues-paying members. Should registration without contribution be eliminated as an option? The MemCom was asked to develop options for further discussion, using the historical data that Bette Cook and Tom have been developing on registrants vs. contributors, and on the number of registrants who participate in UAA events but still do

not contribute. The MemCom should consider the reasons for contributions and how funds are used: How much does UAA need to collect? There was consensus that we should set aside time at a future meeting to discuss this subject.

[Joe Ryan joined the meeting.]

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

#### A. Board Meeting (June 2, 2022).

Margaret Neuse reported that the Spring Reception, held on May 26 at DACOR Bacon House, was well attended, both in-person and virtually — and noted, in particular, the participation of USAID senior officials, including Ken Yamashita.

Margaret then reported on the decisions taken by the Board at its meeting on Thursday, June 2, 2022:

- No decisions were taken on new co-chairs and additional support for the Mentoring Program (Strengthening USAID Committee) and the Public Outreach Committee.
- The Board sub-committee on committees has prepared a working paper on "UAA restructuring." The paper currently being circulated within the sub-committee; it will next go to the Board for its input, and finally to the ExCom for discussion.
- The Board discussed administration of the USAID/UAA MOU:
  - Jim Bever agreed to serve as UAA's principal point-of-contact for the remainder of the year. (The Board plans to designate a deputy POC as well).
  - All MOU-related requests from USAID should be promptly brought to Jim's (and the deputy's) attention, so that Jim can refer the request to the Board for decision and assignment to the appropriate committee (via its Board liaison). If urgent, special steps will be taken (e.g., decision by email).
- The Board reviewed proposed revisions to the 2022 Budget, and will vote on the revised Budget later in this meeting.

#### B. Meeting with USAID/DA.

Margaret reported that all seven Board members met with USAID/DA Paloma Adams-Allen on Friday, June 10. Also present for USAID were Ken Yamashita, Amy Paro, and Sherry Fennell (pinch-hitting for Peter Malnak). The following subjects were discussed:

- FSNs. UAA was encouraged to continue its efforts to organize relief for Ukrainian FSNs displaced by the Russian invasion, even as USAID works to amend the ADS with the same goal in mind. USAID may also ask UAA to collaborate on FSN Support worldwide, following on its excellent contributions for FSNs from Afghanistan and Ukraine.
- USAID/UAA MOU. Both USAID and UAA are in the process of identifying new personnel to manage the Mentoring Program.
- Mission Coaching. It was agreed that the use of UAA volunteers for Mission support would henceforth be called "coaching" to distinguish it from the Mentoring Program.
- Retirement Ceremony. The DA expressed strong support for an annual retirement ceremony, so this partnership with USAID should continue, albeit hopefully with USAID playing the leading role. She noted that, in the future, to the extent possible, the ceremony should include FS and GS officers both at the senior level and below.

- Book Distribution. USAID is quite happy about the discounted price offered by the publisher of *The Enduring Struggle* for books purchased by the Agency. Sherry Fennell will follow up for the Agency.
- Public Outreach. The DA agreed on the importance of developing updated speakers' kits for public outreach.

The next meeting with DA Adams-Allen is scheduled for September 9. The person who replaces Ken Yamashita as Counselor, Clint White, will probably attend.

Nancy Tumavick asked if there were notes from the meeting for posting to the UAA website. The Strengthening USAID/Mentoring Committee has traditionally posted notes of its meetings with USAID staff to the ExCom portion of the website. But there were no notes from the DA/Board meeting. **It was agreed that (1) in the future, the UAA Secretary would be responsible for notetaking at such meetings and assuring that the notes are posted to the ExCom section; and (2) at the suggestion of Carol Dabbs, the meeting agenda be posted on the public website under the heading "MOU."**

C. Other USAID/UAA MOU Activities.

Jim Bever reported that, as the newly anointed point-of-contact for MOU activities, he plans to coordinate with Miles Toder on speakers' kits, and with HCTM on the Retirement Ceremony.

Steve Giddings reported on the proposed Mission Coaching program. He spoke with Sara Walter about the program at the Spring Reception. Now that the assignment at USAID/Armenia has fallen through, Sara agreed to reach out to the USAID Mission for Timor Leste. He just sent her an email reminder and is waiting for a reply. He noted, however, that Sara is about to retire and, because USAID must take the initiative, a lot depends on who replaces Sara, and when.

Steve Haykin, Gail Spence, and Terry Brown met with the USAID committee on localization. USAID has now asked for a roster of USAID alumni prepared to talk with USAID on a variety of issues — e.g., procurement, G-2-G, and financial management. We plan to (i) insert a request for volunteers in the next newsletter; and (ii) with information supplied by volunteers, maintain a spreadsheet with a drop-down menu categorized by subject area.

Joy Riggs-Perla asked that the AGM Committee be kept abreast of UAA localization activities in anticipation of the AGM session.

D. Mentoring Program.

Denise Rollins reported on new team recruited to manage the USAID/UAA Mentoring Program, including Sharon Pauling, Karen Freeman, Gail Spence, and Margot Ellis, as well as Denise and Terry from the Board. The members of the team will be meeting later today with the current co-chairs, Rose Rakas and Alicia Dinerstein; their immediate task is to identify mentors for the next cohort. The team will also meet with HCTM on June 22, and Ken Yamashita as soon as Denise can arrange it. When its membership is finalized, the team will advise Joe Ryan to update the website.

E. Nominations.

Terry Brown reported on behalf of the Nominations Committee:

- The Board must fill three vacancies at the AGM, not two as originally expected., as Jim Bever will not be standing for re-election.
- An announcement soliciting nominations (including self-nominations) will appear again in the June newsletter.
- While there is a desire for inclusiveness, minorities are still under-represented among USAID retirees.
- The deadline for submission will be mid-July.; with a decision in September.
- Initially, we'll make no distinction between candidates from inside vs. outside the DMV area, although that may become a consideration as the range of candidates is narrowed, and a short list is presented to the Board for decision.
- **ExCom members are encouraged to identify candidates who have been recently active in UAA activities and events, and to pay particular attention to underserved communities.**

F. Spring Reception.

Bette Cook reported on the annual Spring Reception that took place on Thursday afternoon, May 26, at DACOR Bacon House.

- Bette thanked the ExCom members who attended for their support, and Jim Bever (in person) and Miles Toder (virtually) for facilitating the festivities so skillfully.
- Forty-nine people attended in-person, 19 attended virtually . . . confirming that members outside the DMV area are interested in attending virtually.
- Seventy percent (70%) of the in-person attendees returned the three-question survey.
- The final bill for the event was \$2,360, due to additional audio-visual support required at the last minute (including a chat room). This was within the budget parameters set by the Board, and the 2022 budget will be adjusted to reflect this amount.
- DACOR support was excellent.

Nancy Tumavick summarized the main findings of the survey:

- The three questions covered (i) the balance of program time vs. social time; (ii) DACOR Bacon House as a venue (all the responses on this question were positive); and (iii) the value of a hybrid (in-person/virtual) meeting.
- The chat room (with Sara Walter) worked very well.
- But there are still technical details to be ironed out.

G. Strategic Framework and Committee Workplans.

Roberta Mahoney reported on the preparation of committee workplans: She thanked the committee co-chairs for their inputs. She consolidated them into a single draft document, and circulated the draft to the Board. The draft was reviewed by the Board and circulated to the ExCom this morning to allow committee co-chairs to comment on the fate of their original proposals, request final changes, and correct errors, if any. The co-chairs will be asked to add year-end accomplishments for report prior to AGM.

**On a motion, duly seconded, the Board then approved the consolidated draft by unanimous vote, subject to any final adjustments made at the request of committees not later than June 30th.**

H. 2022 Budget.

Carol Dabbs displayed on the screen a table with proposed revisions to the current 2022 Budget, approved on April 5 (Attachment D). She called the ExCom's attention to

- Column E: Budgets included in the 05/02 implementation plan.
- Column F: Budgets recommended by co-chairs in their 05/31 submissions to Carol.
- Column G: Budget recommended by the Board at its 06/02 meeting

Proposed revisions to the April 5 Budget include the following:

- Adjustment to reflect the increase in Ven Suresh's hourly rate.
- Cost savings relating to the now-completed 2021 tax filing, .
- Final cost of DACOR Bacon House and related services for the Spring Reception.
- A savings of >\$400.00 by eliminating many unused UAA email accounts.

As a result, the deficit anticipated for 2022 has fallen.

The last panel on page 2 of the chart shows the Budget for the USAID History Project, including interest earned and book distribution costs.

**After discussion, a motion to approve the 2022 Budget, as revised per Column H of Attachment D to these minutes, was adopted by unanimous vote. That version will be used to report June 2022 budget performance.**

I. Technology Update.

Nancy Tumavick reported on the technology working group's review and evaluation of website software.

- The group's efforts are still a work-in-progress, focusing initially on the membership database and, in particular, on whether Constant Contact and/or Click & Pledge can be used to build a searchable, user-friendly membership database. She noted that this has been a slow process.
- Once the membership database is under control, the group will turn its attention to the website platform, including whether to continue with Wordpress or select other software. A clean-up of the contents is already under way.

Nancy reminded ExCom members to send Joe Ryan finished drafts of material to be included in the newsletter; Joe should not be asked to draft articles himself.

4. OPERATING COMMITTEE REPORTS.

A. History of USAID.

Carol Peasley—

- confirmed that the publisher of *The Enduring Struggle* had agreed to charge a discount from the cover price for books purchased by USAID; and
- reported that UAA had provided, free-of-charge, 21 copies of the book to HBCUs with global development programs, and 16 copies of the book to Howard University's Payne Fellowship Program.

On the USAID/ADST Cooperative Agreement, Carol noted that—

- Interviews are moving ahead well.
- USAID has identified six retired FSNs who are willing to be interviewed. Once we learn more about the prospective interviewees, we can decide whom to designate conduct the interviews.

B. Annual General Meeting.

Joy Riggs-Perla discussed the status of preparation for the October 2022 Annual General Meeting:

- The Committee is working to confirm whether A/AID Power will attend the AGM, and where in the program she will appear. The committee co-chairs sent Ambassador Power an invitation last week, and will follow up with her scheduler. The timing of the rest of the schedule will be built around her availability.
- Given DA Paloma Adams-Allen's strong support, should she be invited to the AGM even if Ambassador Power is scheduled to attend? **The committee is considering inviting DAA Adams-Allen to lunch for a chance to speak with UAA members.**
- Two panels are planned on "localization" — the first, a general discussion of localization, moderated by Carol Peasley, with panelists from the NGO community, the contracting community and Brookings; the second, discussion focusing on Honduras, with the assistance of Steve Wingert. The committee is working to identify panelists and settle on panel content, with the assistance of Don Steinberg.
- Miles Toder is working on the panel on Public Outreach vice Beth Hogan.
- All is set for the special lifetime achievement award to Peter McPherson, including the contour emerald cut-glass plaque. **Alex Shakow will be drafting an appropriate citation. For the annual Alumni of the Year Awards, the awardee(s) will receive the traditional international table clock.**

C. Membership.

Bette Cook reported on behalf of the Membership Committee:

- The Annual Summer Picnic, scheduled for Sunday, September 11, will be in-person only.
- As in the past, UAA will supply soft drinks and water, but attendees will be expected to bring their own food.
- The MemCom will be represented at the **FSI Job Search/Training Programs** on August 23, where Bette, Tom Nicastro, and Jim Bever will have approximately one hour to educate imminent USAID retirees about UAA. Future programs are also scheduled for October 25, 2022, and for March 2023.

After completing her report, Bette announced that she would be stepping down as co-chair of the MemCom after the 2022 AGM . . . to the general consternation of her Board and ExCom colleagues who have relied on Bette's diligence, creativity, and infinite patience since she joined the ExCom in 2017.

D. Public Outreach.

Jim Bever reported for the Public Outreach Committee:

- The public outreach director of the USGLC – an organization with outreach programs and local chapters around the country — attended the Spring Reception.
- Jim and Miles Toder will be in contact with Amy Paro.
- Jim was invited by AFSA to speak on international development at a Road Scholar seminar . . . emphasizing once again the importance of developing a reliable speakers' kit.
- The POC is continuing to work with the AGM Committee on the proposed session of public outreach, to be moderated by Miles Toder, pinch-hitting for the absent POC co-chairs. Possible panelists include UAA members from the Southwest and California, and representatives of AFSA and USGLC.

Rose Rakas encouraged the ExCom to take advantage of the visitors from around the country who each year, especially in the summer, tour the Ronald Reagan Building; they would be an excellent audience for a display, or a table with literature, on international development. Jim Bever volunteered to follow up on RRB visitor groups for whom we might provide public outreach.

E. Development Issues.

Steve Giddings reported on the very successful DIC meeting on June 1, at which Atul Gawande (AA/GH) and Javier Guzman (CGD) discussed the history and future of the COVID-19 pandemic, Approximately 45 people attended.

The DIC is planning its next meeting for some time in mid-July — possibly July 14. The subject will be the impact of the Russian invasion of Ukraine and climate change on food security.

F. Awards.

Bette reported that the committee expects to receive one excellent nomination at this time. The deadline for receipt of nominations is July 31.

G. Strengthening USAID.

Rose Rakas noted that the cohort launched in January 2022 reaches its 6-month anniversary next month. Mentors and mentees will be notified, and asked to complete a short survey. Although mentor/mentee pairs can remain in contact, and many do, that contact is technically speaking outside the program.

5. **OTHER BUSINESS.**

A. System and Administrative Issues.

Carol Dabbs circulated a paper outlining UAA's core financial processes and procedures, seeking comments from the ExCom regarding additions to the list and expression of priority. Terry Brown recommended that the Nominations and Elections process be added. She hopes to circulate one paper each month on other core processes and procedures (e.g., the nomination process), to be reviewed by the ExCom and (hopefully) adopted by the Board.

Carol urged all ExCom members to review the Personal Services process paper which was approved by the board on June 2, and is posted on the executive section of the UAA website under the Finance and Administration Committee.

B. Schedule/Venue of Future Meetings.

- Next Board meeting: Thursday, July 7. 10:30 am, via Zoom.
- Next ExCom meeting: Thursday, July 21, between 10:15 am and 12:15 pm, via Zoom. The AGM Committee will be responsible for recording decisions and planned actions.
- Meetings will probably continue via Zoom through the September 2022 meeting. As always, the Zoom connection will open at around 10:00 a.m.

6. ADJOURNMENT.

A motion to adjourn, duly seconded, was adopted without objection. The meeting adjourned at 12:15 p.m.

Respectfully submitted,



---

Robert Sonenthal  
Assistant to the Secretary

Date: September 15, 2022

Attachments:

- A. UAA Financial Report as of May 31, 2022
- B. UAA 2022 Operating Budget Report (through May 31, 2022)
- C. UAA Membership and Contributions Summary (May 1— May 31, 2022)
- D. 2022 Operations and History Budgets (as approved, 06/16/22)

**ATTACHMENT A**  
**UAA FINANCIAL REPORT**  
**AS OF MAY 31, 2022**

(U. S. Dollars)

	<b>Balance 04/30/2022</b>	<b>Deposits</b>	<b>Disburse- ments</b>	<b>Balance 05/31/2022</b>
<b>UAA Operations Account</b>				
Checking Account	13,557.61	822.76	724.20	13,656.17
Savings Accounts	74,814.38	0.00	0.00	74,814.38
Total Operatons Member Acct	88,371.99	822.76	724.20	88,470.55
<b>UAA History Project Account</b>				
Checking Account	5,682.16	0.00	0.00	5,682.16
Savings* Accounts	56,635.47	0.00	0.00	56,635.47
Total History Project Member Acct	62,317.63	0.00	0.00	62,317.63
<b>UAA Total Bank Accounts</b>				
Checking Accounts	19,239.77	822.76	724.20	19,338.33
Savings* Accounts	131,449.85	0.00	0.00	131,449.85
Total LFCU Accts	150,689.62	822.76	724.20	150,788.18

\* Includes both Main Savings and Premier Savings Accounts

6/12/2022

## UAA 2022 OPERATING BUDGET REPORT (THROUGH MAY 31, 2022)

\* NB: History Project funds are not included here; Board approval of such expenditures to be sought separately.

## ATTACHMENT C

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

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

#### Registrations:

New alumni registrants, May 1 – May 31, 2022	4
New associate registrants, May 1 – May 31, 2022	0
Total new registrants, May 1 – May 31, 2022	4
Total new registrants for 2022 through May 31	36
Registrants whose names were removed in May 2022	0
Total registrants through May 31, 2022	1238
Total registrants through May 31, 2021	1187

#### **New registrants in May 2022:**

Mike Yates  
Patricia Rader  
Holly Ferrette  
Anne Peniston

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

None

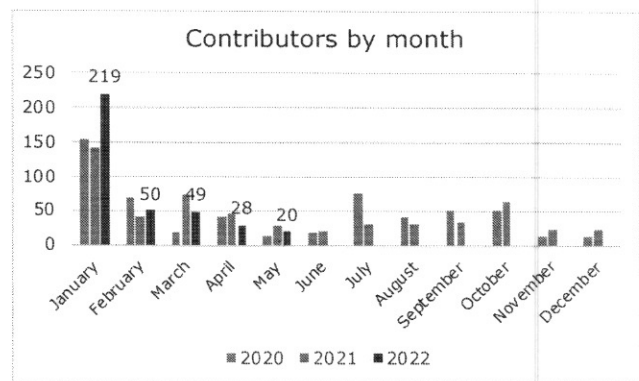
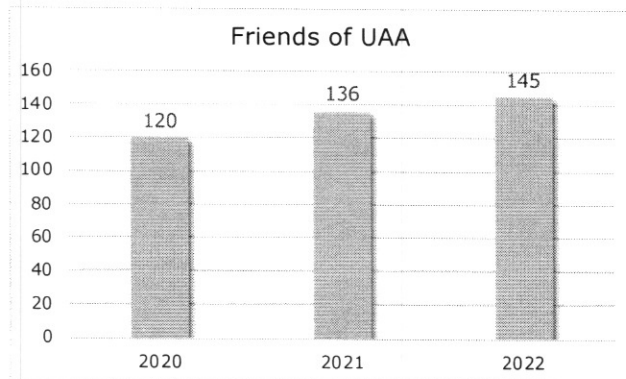
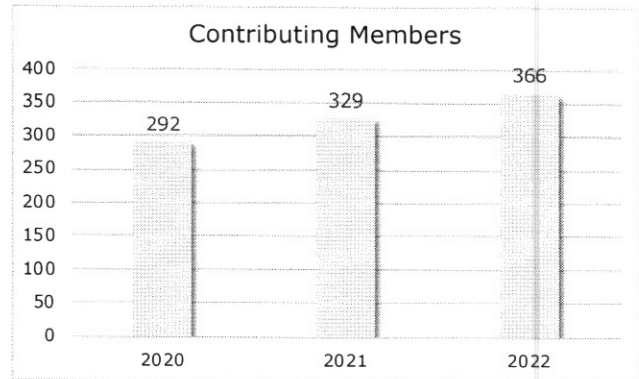
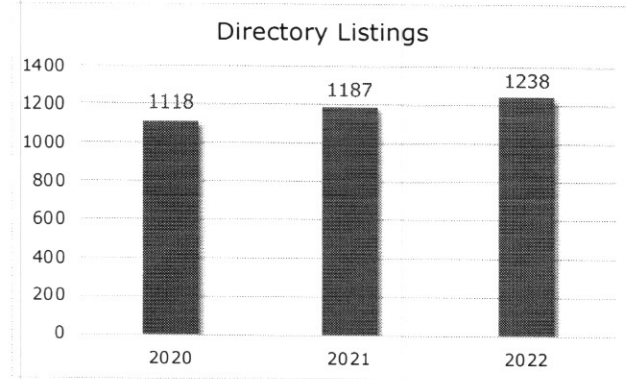
#### **Registrants whose names were removed in May 2022: deceased/unsubscribed:**

None

#### Membership Contributions Summary:

Alumni contributions, May 1 – May 31, 2022	20
Total number of contributors for 2022 through May 31	366
Total number of contributors for 2021 through May 31	329
% of contributors through May 2022 as compared to May 2021	111%
Total number of \$100+ contributors, May 1 – May 31, 2022	7
Total number of \$100+ contributors for 2022 through May 31	145
Total number of \$100+ contributors for 2021 through May 31	136
% of \$100+ contributors through May 2022 as compared to May 2021	107%
Number of new contributing members, May 1 – May 31, 2022	2
Total number of new contributing members for 2022 through May 31	22
New contributors as a % of new registrants for May 2022	50%

**Comparison over the years as of the end of May:**



**Contributions received in May 2022:** (Number of \* indicates the number of repeat contributions from members; "Friends of UAA," who contributed \$100 or more, are indicated in **bold**).

**New Contributing Members: 2**

Mike Yates  
Anne Peniston

**Contributing Members: 18**

G. R. Van Raalte  
Barbara Bennett  
Richard Burns  
Anthony Chan  
Scot Covert

B. Loc Eckersley  
John Eriksson  
David Evans  
Barbara Herz  
Stephen Klein

Mary Alice Kleinjan  
David Leibson  
Mike McGahuey  
Ginny Newberg

E Anne Peterson  
Gerald Render  
Raymond Rifenburg  
Irving Rosenthal

# ATTACHMENT D

## 2022 OPERATIONS AND HISTORY BUDGETS

(as approved, June 16, 2022)

	2022 Budget approved 6/16/2022	Comments
<b>UAA 2022 OPERATING BUDGET</b>		
<b>Administrative Costs</b>		
Administrative Assistant	14,175	accommodates hourly increase of \$3, vice initially planned \$2, beginning 6/15/22
PO Box Rental	0	
Website: Web Master	1,250	
Domain Hosting	785	Savings of \$465 by cancelling unused email accounts
Constant Contact	900	
Sound Cloud	0	
Zoom subscription	180	
Bank Charges: Click & Pledge, transfer fees	1,800	
Liability Insurance	500	
Strategic Planning Meeting	0	
Tax Preparation	650	\$75 preparation of extension not used
Financial Review	0	
Office Supplies, mailing costs	300	
Sub-Total Administrative Costs	20,540	
Contingency	1,265	\$235 to Spring Reception
<b>ROUTINE OPERATING EXPENDITURES TOTAL</b>	<b>48,340</b>	
<b>REVENUE MINUS ROUTINE OPERATING EXPENDITURES</b>	<b>-10,090</b>	
<b>ONE-TIME OPERATING EXPENDITURES</b>		Not covered in implementation plans
Retirement Ceremony	0	
Lutheran Immigration and Refugee Service	1,000	support Afghan refugees in US
Technology Options Study	5,000	rough estimate
<b>ONE-TIME OPERATING EXPENDITURES TOTAL</b>	<b>6,000</b>	
<b>REVENUE MINUS ROUTINE &amp; ONE-TIME OPERATING EXPENDITURES</b>	<b>-16,090</b>	
<b>UAA 2022 HISTORY PROJECT BUDGET</b>		
<b>Estimated Revenue by Source*</b>	250	
<b>Expenditure Items</b>		
History Committee		
Enduring Struggle	500	Book Distribution
ADST support	0	
Sub-total, History Committee	500	
*History Project funded by specific donations in prior years; no expected revenue other than interest on those funds. Items highlighted in this color are changes from prior version of budget.		
6/16/2022		

	2022 Budget approved 6/16/2022	Comments
<b>UAA 2022 OPERATING BUDGET</b>		
<b>Estimated Revenue by Source</b>		
Click and Pledge (recorded when deposited)	35,250	
Checks (recorded when received)	3,000	
Refund of IRS penalties		
Employer Match		
<b>ESTIMATED REVENUE TOTAL</b>	<b>38,250</b>	2022 est = avg 2020 + 2021
<b>Routine Expenditure Items and Categories</b>		
<b>Annual General Meeting (program)</b>		assumes no CGD direct cost
Awardees & Speaker Travel	1,150	
Alumni Awards		moved to Membership Committee
Costs to host virtually or hybrid	1,500	
<b>Sub-Total, AGM program</b>	<b>2,650</b>	
<b>Development Issues Committee</b>		
Arizona State University or Other	500	if resume use facilities; moved from Public Outreach Committee
Other	500	
<b>Sub-Total, Development Issues Committee</b>	<b>1,000</b>	
<b>Membership Committee</b>		
Retirement Ceremony	0	Retirement Ceremony virtual at no cost to UAA; no refreshment costs.
Winterfest	936	\$436 moved from Other Social
Spring Reception	2,359	\$64 from Other Social & \$235 from contingency
Summer Picnic	500	
3 virtual / in-person events (presumed to be Winterfest, Reception, and Picnic)		
AGM Catering Services	5,500	coffee (not breakfast) + lunch (impl plan listed by AGM; we moved at BC request to Mem Comm)
Alumni Awards	350	
Other Social	0	\$436 moved to Winterfest; \$64 to Reception
<b>Sub-Total, Social events</b>	<b>9,645</b>	
<b>Public Outreach Committee</b>		
Produce Speaker Presentation Materials	3,300	
Travel to establish alumni branches	1,100	costs unspecified in Implementation Plan
DACOR	1,000	
CGD	1,000	
USGLC General Membership	500	
<b>Sub-Total, Public Outreach Committee</b>	<b>6,900</b>	Implementation Plan does not include budget information
<b>Strengthening USAID Committee</b>		
Administrative Assistant	5,760	
Technical Assistance & Facilitator Travel for Virtual Training	400	
Other	180	
<b>Sub-Total, Strengthening USAID Committee</b>	<b>6,340</b>	Implementation Plan lists only total amount