

MINUTES
of the
UAA EXECUTIVE COMMITTEE MEETING⁽¹⁾
Thursday, February 16, 2023
10:15 am – 12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, February 16, 2023, at 10:15 a.m. The following UAA Board members, ExCom committee co-chairs, staff members and guests participated in the meeting:

BOARD MEMBERS

Present

Carol Dabbs	Margaret Neuse
Roberta Mahoney	Joy Riggs-Perla
Chris Milligan	Denise Rollins

Absent

Miles Toder

COMMITTEE CO-CHAIRS AND SENIOR ADVISORS

Present

Barbara Bennett	Sharon Pauling
Jim Bever	Carol Peasley
Margot Ellis	Rob Sonenthal
Karen Freeman	Gail Spence
Steve Haykin	Nancy Tumavick
Beth Hogan	Steve Wingert

Absent

Terry Brown
Bette Cook
Tom Nicastro
Alex Shakow
Christine Sheckler

WEBMASTER

Stu Callison

SYSTEMS MANAGER

Present:

Absent:

Ven Suresh

MEETING CHAIR

Margaret Neuse

* * * * *

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 History of USAID Committee, Carol Peasley would be taking notes on the decisions reached at the meeting, and (iii) at the March 16 ExCom meeting, the Social Events Committee would be responsible for recording decisions.

⁽¹⁾ These minutes rely in part on meeting decision notes prepared by Carol Peasley on behalf of the History of USAID Committee; talking points on membership prepared by Barbara Bennett; an aide mémoire on the February 2 Board meeting provided by Margaret Neuse; and comments on an initial draft of these minutes from Joy Riggs-Perla, Margot Ellis, Carol Peasley, Stu Callison, Sharon Pauling, Chris Milligan, and Carol Dabbs. The assistance of these ExCom members is gratefully acknowledged. [RBS]

1. **MINUTES.**

Upon a motion, duly seconded, the minutes of the ExCom meeting of January 19, 2023, were approved by unanimous vote.

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

A. **Financial and Budget Reports.**

Carol Dabbs, UAA Treasurer, presented the Financial Report for January 2023 (Attachment A). She noted in particular that—

- In January, the Operations Account grew by almost \$6,000 in member contributions and savings account interest.
- The History of USAID Account earned \$309 in interest for the last quarter of 2022, paid in January. We transferred \$5,000 from the savings account to checking account to cover the check for the first year of our commitment to the AU Archive internship program.
- As of January 31, the total balance for the Operations and History of USAID Accounts was \$156,800.

Carol then called attention to two Operating and History Budget Reports:

- The first was the Report for January 2023 (Attachment B), showing charges during January of \$533 to the Operations Account (payments to our domain host, Constant Contact, and Click & Pledge), and a charge of \$5,000 to the History of USAID Account for our donation to the AU Archive.
- The second was a Report on the 2022 Budget through January 2023 (Attachment C), which includes an expense (\$200 for USAID Day at DACOR) paid in January 2023 but properly chargeable to the 2022 Budget. (Carol will prepare 2022 Budget Reports for February and March 2023 to record any other 2022 expenses paid during those months. 2022 expenses paid after March 31, if any, will be charged to the 2023 Budget.)

B. **Membership Statistics.**

Barbara Bennett reported on UAA membership statistics for January 2023, as recorded in the Membership and Contributions Summary (Attachment C).

- The number of registrants increased from 1,214 as of January 31, 2022, to 1,269 as of January 31, 2023, an increase of 55 registrants.
- The number of contributing members increased from 154 as of January 31, 2022, to 240 as of January 31, 2023, an increase of 86 members.
- Of the members who contributed in January 2023, 42 had previously been registrants only, not contributing members, in 2022.

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

A. **February Board Meeting.**

Margaret Neuse reported on the principal decisions taken by the Board at its meeting on Thursday, February 2, 2023. The Board—

- Agreed to revise the Core Process on "Board Oversight of the USAID/UAA MOU" which is posted on the internal website to change "POC" and "Deputy POC" designations to "Coordinator" and "Deputy

Coordinator," respectively, and to make it clear that the Coordinator and Deputy have an active role in MOU administration.

- Appointed Christine Sheckler as a co-chair of the Public Outreach Committee. Her name will be added to the ExCom e-mail list.
- Discussed the process for developing and distributing reports to the membership without, however, reaching a final decision. In the interim, Miles Toder, Secretary, agreed to take on this responsibility, assisted by Roberta Mahoney. **The Board will continue to work on process details, and will report to the ExCom at the March meeting.**
- Considered UAA's relationship with "affinity groups" and decided that further discussion was needed to ensure that UAA commitments (effort and expense) do not exceed the available UAA resources. **Board recommendations will be presented at a future ExCom meeting.**
- Decided that all non-routine requests for Ven Suresh's time should be coordinated through Nancy Tumavick, so that Ven, who has a full-time job elsewhere, is not inundated with uncoordinated requests. **Nancy will send out further instructions to the ExCom, including a definition of what is (and what is not) a "routine request."**

B. USAID/UAA MOU.

Chris Milligan, MOU Coordinator, reported on the January meeting with USAID on activities under the USAID/UAA MOU:

- Because Deputy Administrator Adams-Allen could not make the meeting, the USAID team was chaired by Counselor Clinton White.
- Mr. White asked UAA's help in identifying alumni who attended (or have other connections to) Minority-Serving Institutions (MSIs) and might be interested in assisting USAID's MSI program. (A request was published in the last newsletter asking for expressions of interest, which we will forward directly to USAID. There have been no responses to date.) **Chris asked ExCom members to identify folks they know who attended (or have other connections to) an MSI; he will then contact them directly to assess their interest.**
- Later in January, Chris, Jim Bever and Terry Myers met with Counselor White and discussed the paid internship program recently launched by USAID, and how UAA might support this initiative.
- The "TED Talk" on "leadership" will soon be presented to the FSN Advocacy Council by a UAA team including Chris Milligan, Tom Staal and Mary-Alice Kleinjan. **(Later in the meeting, Jim Bever would like other USAID alumni interested in participating to let him know. He will draft a note to that effect for the UAA website)**
- The annual Retirement Ceremony, now scheduled for March 22.
- UAA's request for an Agency notice describing UAA and its MOU activities is pending.
- The issue of USAID's effort to create a permanent fund for emergency assistance to displaced FSNs, and how UAA might assist, is also pending.

Chris thanked the many UAA members who participated in two "no-host events" — one with participants in the USAID new leadership course, the other with Africa Bureau Deputy Directors.

In Chris' view, these meetings are further evidence that USAID considers UAA and its activities (Including the Mentoring Program and the ADST oral histories) as an important Agency resource.

C. Membership Issues.

Barbara Bennett reported on the recent activities of the Membership Committee.

- One-hundred thirty of the 240 contributing members have responded to the Membership Survey. The MemCom will send out follow-up emails to encourage additional responses.
- Although the responses are still being analyzed, the MemCom collected the names of respondents who expressed an interest in working with one or more committees and forwarded the names to the relevant committee co-chairs. It was agreed that, if there is no immediate need for their participation on the committee, the co-chairs should still reach out to these folks to thank them for their expressions of interest.
- The committee is looking for someone part-time to help analyze the Survey responses. The **Mentorship Committee agreed to re-send Barbara the CV of the administrative assistant they hired briefly last year; other suggestions should also be sent to Barbara.**

D. Website and Newsletter.

Nancy Tumavick clarified responsibilities relating to the newsletter and the website.

1. Newsletter.

- Materials for the March newsletter should be sent directly to Nancy; she will consolidate the materials and forward them to Ven Suresh.
- Nancy questioned whether it is useful to send the "next to final" draft of the newsletter for comment to each ExCom member; limiting final editing to a smaller group is likely to save time. She plans to use this process for the March newsletter.
- The March newsletter will go out on March 6; inputs need to get to Nancy by February 27.

2. Website.

- Items for the website should be sent directly to Stu Callison, with copy to Nancy.
- Nancy asked that the Retirement Ceremony, scheduled by March 22, be added to the website calendar.

3. Systems Manager (Ven Suresh).

Nancy repeated her earlier request: Although routine matters may be sent directly to Ven, all other matters should be sent first to Nancy, so that she can manage Ven's workload. As mentioned earlier, she will follow up with an email defining what is "routine" and what is not.

* * * * *

Nancy reminded the ExCom that there are three separate lists of UAA alumni: **members** (who have made a contribution for the year in question); **registrants** (people listed in the on-line Directory, including both contributing members and non-members); and the **Constant Contact List**, which we use for all emailings, and which can be sorted into sub-groups (e.g., members only, or members living in the DMV).

Nancy's reminder prompted a spirited discussion of just who is in the registrant list versus the Constant Contact List; there were different understandings on that subject. **Nancy and Carol Dabbs were asked to review the lists with Ven Suresh to clarify exactly who is in each one.**

Karen Freeman asked if UAA has considered using social media — e.g., texting, Facebook, and Instagram — to communicate with members instead of (or in addition to) email, especially when a quick turnaround is required. Nancy Tumavick indicated that urgent messages should be sent to her, so that she can direct Ven to send them out quickly. Margo Ellis that we shouldn't assume that everyone reads their emails; she therefore suggested that we ask the people with whom we regularly communicate whether they would

accept (or even prefer) being informed of upcoming events via text — for example, by including a question on the subject in the next Membership Survey. **The Social Events Committee will investigate this possibility and report back to the ExCom. (The SEC was later advised to check with Ven Suresh before contacting members to make sure that UAA has the technical wherewithal to communicate via text.)**

E. FSO Coin; Flag Ceremony.

Jim Bever reported on the effort, led by ADST, to persuade Congress to authorize issuance of a special coin commemorating the 100th anniversary of the Foreign Service (Rogers Act). Other Foreign Service NGOs (e.g., AFSA, AAD, DACOR, the Diplomacy Center) have already signed on to ADST's letter. Rob Sonenthal, UAA legal counsel, confirmed the advice he previously gave to Jim — namely, that signature was not prohibited by, and under the circumstances should not affect, UAA's status as a 501(c)(3) organization.

Upon a motion, duly seconded, the Board authorized, by unanimous vote, signature of the ADST letter on UAA's behalf.

Joy Riggs-Perla reported briefly on the Flag Ceremony, noting that Administrator Samantha Power had also attended.

4. COMMITTEE REPORTS.

A. History of USAID/ADST.

Carol Peasley reported that Alex Shakow will be depositing additional materials at the AU Archive tomorrow, including new materials collected by John Norris to write *The Enduring Struggle*. She encouraged ExCom members to consider donating their USAID-related documents and memorabilia to the Archive.

On the ADST oral history project: Carol has been attending ADST Board meetings as an *ex officio* member representing UAA for the past 5-6 years. Once the ADST/USAID Oral History grant ends, she will probably suggest an alternative *ex officio* member from UAA. Since Carol joined as an *ex officio* member, ADST has named two other UAA members as regular ADST directors: Jim Bever and Bambi Arellano. Their presence on the ADST Board makes the *ex officio* position less important than it was originally.

B. Mentoring Program.

Denise Rollins reported on the Mentoring Program:

- Two training sessions were held — one for mentors (in person) and another for mentees (webinar). Both sessions went very well.
- The committee will be checking in informally with mentors in March/April, and possibly with mentees as well, to see how things are going.
- At the six-month mark, the committee will conduct a formal survey. A draft of the survey will be circulated to the ExCom for comment.

C. Development Issues.

Steve Haykin reported on the activities of the Development Issues Committee:

The DIC is in transition, particularly since the departure of its longtime co-chair Steve Giddings. It is reviewing its activities in light of the diminished resources currently available, including the following matters—

- Reviving monthly meetings.
- Engaging with USAID on policy planning.
- Continuing discussions with PPL on supporting the program cycle. (This particular ball is now in PPL's court.)
- Reviewing and assessing relationships with other organizations (e.g., SID).

The committee plans a business meeting to address its need for additional volunteer resources — for example, by recruiting additional members (Steve has already contact 3 of the survey respondents who expressed an interest in the DIC), and/or by identifying individual “sub-leads” to take responsibility for some of its work, such as Alex Shakow does with the DACOR Development Dialogue series.

Jim Bever urged the DIC co-chairs to make sure that USAID has an up-to-date list of committee co-chairs and includes those co-chairs when it seeks comments on draft USAID policies.

D. Membership.

Barbara Bennett reported that—

- The upcoming Retirement Ceremony will honor both FS and GS at all grade levels who retired in 2022, which is novel for USAID.
- She will be joining Jim Bever at the next FSI Job Search Program, scheduled for March, to help introduce UAA to the USAID retirees and encourage them to join. Future sessions will be scheduled for the FSI Job Search Course sessions in August and October.

E. Public Outreach.

Beth Hogan reported on the recent activities of the Public Outreach Committee

- A meeting for USAID alumni in Sarasota, Florida, on January 27, was a great success. The meeting was organized on behalf of the POC by Jim Bever and Miles Toder (with support from Karen Freeman and Margot Ellis of the Social Events Committee), and held in conjunction with a meeting of the Foreign Service Retiree Association (FSRA). Ten USAID alumni attended in person, and another 12 or so attended on-line.
- FSRA holds multiple events in Florida each year — the next one will be in Jacksonville. **The committee will explore whether there are any USAID alumni in the Jacksonville who could represent UAA at that event.**
- With approximately 130 USAID alumni in the Florida region, the prospects for a regional chapter there are good. However, we cannot continue to organize from Washington, or rely on the meetings of other organization to bring those alumni together. Each region needs an on-the-ground local leader.
- Christine Sheckler in San Diego plans to use lessons learned in Florida, to work toward a chapter in Southern California.

Beth acknowledged that, in addition to Florida and Southern California, there are large numbers of USAID alumni in North Carolina (according to Karen Freeman, especially around the Research Triangle) and New Mexico, but stressed that the committee's available resources require that it phase its efforts.

Beth commented briefly on the status of other pending POC activities:

- The POC's informal “kitchen cabinet” of 10 or so USAID alumni will be getting together later this month. In response to a question by Carol Dabbs, these individuals are different from committee members in that they have not committed to ongoing engagement with the committee.

- The committee is developing a story board for use by speakers USAID's role in international development, and is waiting for additional input from USAID.

F. AGM.

Steve Wingert reported on the committee's February 9 meeting:

- The AGM is scheduled for Friday, October 27. CGD has agreed to let us use their conference center again this year without a fee. (We do make an annual contribution to CGD's general fund.)
- The time has yet to be determined, as the committee is still considering a half-day meeting, with only one panel, and an extended lunch.
- The committee is still discussing possible topics, and its recommendation on topics will precede and strongly affect its recommendation on length.
- **The committee expects to present its preliminary recommendations at the March ExCom meeting.**

The committee has been in contact with the 2 members whose response to the Membership Survey indicated an interest in the AGM Committee.

[Jim Bever left the meeting.]

G. Awards.

In Bette Cook's absence, Margaret Neuse reported that Bette had circulated a proposal for the 2023 Alumni Awards. The award criteria would remain the same as last year. **ExCom members are encouraged to identify and propose candidates for the awards.**

H. Social Events.

Karen Freeman reported on the activities of the Social Events Committee.

- WinterFest 2023 is scheduled for Sunday, March 5, from 3:00 to 6:00. Seventy-nine people are registered to attend. Karen urged ExCom members to attend, and encourage other UAA members and registrants to do the same. There was, however, some uncertainty as to whether the deadline for registration had already passed. The SEC will advise if registration is still open.
- Karen wondered if we might want to make the Spring Reception somewhat later than usual, due to the late date for Winterfest.
- The SEC is exploring multiple options for a summer event, including visits to one of the 13 wineries in the DMV. In the interim, we've reserved our customary picnic site at Fort Hunt Park for Saturday, September 9. (The reservation is cancellable with only a \$10 fee.)
- The SEC is looking for opportunities to schedule UAA social events in tandem with other events, particularly in the regions, where Survey responses show there is considerable interest in social events. To that end, the SEC is considering launching a survey of its own in the regions to identify alumni willing to organize an event in their areas, especially Florida and California.

5. OTHER BUSINESS.

A. System and Administrative Issues.

Carol Dabbs thanked Stu Callison for his fine work in posting new information on our website, quickly and in the requested location.

B. Other Business: General.

UAA Co-Chair Roberta Mahoney thanked outgoing Co-Chair Margaret Neuse for her stellar service in that position, and welcomed Margaret's replacement, Joy Riggs-Perla, effective March 1.

C. Schedule/Venue of Future Meetings.

The upcoming schedule of meetings:

- Next Board meeting: Thursday, March 2, 2023.
- Next ExCom meeting: Thursday, March 16, via Zoom. The Social Events Committee will be responsible for reporting on decisions and other actions.

D. Other Upcoming Events.

- TED Talks with FSN Council, February 22 @ 8:00 a.m.
- WinterFest: March 5, from 3:00 to 6:00.
- Retirement Ceremony: March 22 @ 9:00 a.m.
- Next meeting on MOU with DA Adams-Allen: May 11 @ 1:30 p.m.

6. ADJOURNMENT.

A motion to adjourn, duly seconded, was adopted unanimously. The meeting adjourned at 12:08 p.m.

Respectfully submitted,



Rob Sonenthal
Assistant to the Secretary

Approved: March 16, 2023.

Attachments:

- A. UAA Financial Report as of January 31, 2023
- B. UAA 2023 Operating and History Budget Report (through January 31, 2023)
- C. UAA 2022 Operating and History Budget Report (through January 31, 2023)
- D. UAA Membership and Contributions Summary (January 1 — January 31, 2023)

ATTACHMENT A

UAA FINANCIAL REPORT AS OF JANUARY 31, 2023

(U. S. Dollars)

	Balance 12/31/2023	Deposits	Disburse- ments	Balance 01/31/2023
UAA Operations Account				
Checking Account	18,636.62	6,007.36	229.59	24,414.39
Savings Accounts	69,851.89	18.48	0.00	69,870.37
Total Operations Member Account	88,488.51	6,025.84	229.59	94,284.76
UAA History Project Account				
Checking Account	5,386.01	5,000.00	0.00	10,386.01
Savings* Accounts	56,823.86	309.38	5,000.00	52,133.24
Total History Project Member Acct	62,209.87	5,309.38	5,000.00	62,519.25
UAA Total Bank Accounts				
Checking Accounts	24,022.63	11,007.36	229.59	34,800.40
Savings* Accounts	126,675.75	327.86	5,000.00	122,003.61
Total LFCU Accts	150,698.38	11,335.22	5,229.59	156,804.01

* Includes both Main Savings and Premier Savings Accounts

02/14/2023

ATTACHMENT B

UAA 2023 OPERATING AND HISTORY BUDGET REPORT THROUGH JANUARY 31, 2023

	2023 Budgets as approved 01/19/2023	January	Thru latest month	Remaining approved 2023 budget	Comments
UAA 2023 OPERATIONS BUDGET					
		Revenue			
Estimated Revenue by Source					
Click and Pledge (from C&P Settlement Statements)	41,000	6,075	6,075	34,925	88 dues payers
Checks (recorded when received)	2,000	925	925	1,075	5 dues payers
Interest on LFCU deposits		18	18	NA	Interest on Ops Acct
ESTIMATED REVENUE TOTAL	43,000	7,000	7,000	36,000	
Expenditure Items and Categories					
		Expenditures			
Annual General Meeting (program)					
Awardees & Speaker Travel	1,150		0	1,150	
AGM Catering Services	5,000		0	5,000	
Costs to host virtually or hybrid	0		0	0	
Sub-Total, AGM program	6,150	0	0	6,150	
Development Issues Committee					
Arizona State University or Other (only if resume use of facilities)	500		0	500	
Other	0		0	0	
Sub-Total, Development Issues Committee	500	0	0	500	
Membership Committee					
Retirement Ceremony	750		0	750	
USAID Day at DACOR	0		0	0	
Alumni Awards	300		0	300	
Brochure Printing	300		0	300	
Administrative Assistant	4,800		0	4,800	
Sub-Total, Membership Committee	6,150	0	0	6,150	
Mentoring Committee (name changed from USAID Strengthening in November 2022)					
Administrative Assistant	5,000		0	5,000	
Technical Assistance & Facilitator Travel for Virtual Training	0		0	0	
Other	0		0	0	
Sub-Total, Mentoring Committee	5,000	0	0	5,000	
Public Outreach Committee					
Public Outreach Materials Production	2,000		0	2,000	
Travel to establish alumni branches	2,000		0	2,000	
DACOR	1,000		0	1,000	
CGD	1,000		0	1,000	
USGLC General Membership	1,000		0	1,000	
Sub-Total, Public Outreach Committee	7,000	0	0	7,000	
Social Events Committee					
Winterfest	1,100		0	1,100	
Spring Reception	2,500		0	2,500	
Summer Picnic	1,000		0	1,000	
Other Social	500		0	500	
Sub-Total, Social Events Committee	5,100	0	0	5,100	
Administrative Costs					
Systems Manager	20,000		0	20,000	
Website: Web Master	1,250		0	1,250	
Domain Hosting (was bundled with Web Master in initial 2022 budget)	1,000	144	144	856	domain hosting service
Constant Contact	900	70	70	830	
Survey Monkey Subscription--1 year	407		0	407	
Zoom subscription	160		0	160	
Bank Charges: Click & Pledge, transfer fees	2,100	304	304	1,796	C&P fees
Liability Insurance	500		0	500	
D & O Insurance	750		0	750	
Tax Preparation	650		0	650	
Office Supplies, mailing costs	300	16	16	284	mail 1099s for 2022
Sub-Total Administrative Costs	28,017	533	533	27,484	
Contingency	2,000			2,000	
ROUTINE EXPENDITURES TOTAL	59,917	533	533	59,384	
REVENUE MINUS EXPENDITURES	-16,917	6,467	6,467	-23,384	
UAA 2023 HISTORY PROJECT BUDGET					
Revenue (interest on savings accounts)	325	309	309	16	
Expenditure Items					
History Committee					
Enduring Struggle	250	0	0	250	
ADST support	0	0	0	0	
AU Archives Internship Program	10,000	5,000	5,000	5,000	1st tranche to American Univ
Sub-total, History Project Expenditures	10,250	5,000	5,000	5,250	
*History Project funded by specific donations in prior years; no expected revenue other than interest on those funds.					
Items with this highlighting are changed from last report					
2/14/2023					

ATTACHMENT C

UAA 2022 OPERATING AND HISTORY BUDGET REPORT THROUGH JANUARY 31, 2023

	2022 Budget approved 6/16/2022	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	YTD Jan '23 - March '23	Three latest month	Remaining approved 2022 budget	Comments
Estimated Revenue by Source																	
Click and Pledge (from CAP Settlement Statements)	8,235	8,235	3,342	3,250	1,500	1,275	425	515	756	3,475	4,785	1,115	10,925	NA	40,398	-5,148	
Checks (recorded when received)	3,000	1,000	225	600	150	0	0	0	0	100	225	0	425	NA	2,525	475	
ESTIMATED REVENUE TOTAL	38,250	9,235	3,767	3,850	2,050	1,275	425	515	756	3,775	5,010	1,115	11,350	0	42,923	-4,673	
Routine Expenditure Items and Categories																	
Annual General Meeting (program) (assumes no COO direct cost)	1,150																
Awards & Speaker Travel	1,500																
Costs for host virtually or hybrid	2,850	0	0	0	0	0	0	0	0	0	0	0	282	0	282	2,868	
Sub-Total AGM program																	
Development Issues Committee																	
Armed State University or Other	500																
Other	200																
Sub-Total Development Issues Committee	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	
Membership Committee																	
Administrative Secretary	0																
Winterfest	936																
Spring Reception	2,359																
Summer Picnic	637																
AGM Catering Services	5,027																
USAD Day at DACOR	200																
Alumni Awards	283																
Brochure Printing	59																
Other Social	136																
Sub-Total Membership Committee	9,645	0	0	1,561	100	0	2,259	0	0	0	212	0	478	200	5,610	5,095	
Public Outreach Committee																	
Product Speaker Presentation Materials	3,300																
Travel to establish alumni branches	1,100																
DACOR	1,000																
COO	1,000																
USOLC General Membership	1,000																
Sub-Total Public Outreach Committee	7,400	0	0	0	0	0	0	1,000	1,000	1,000	0	0	0	0	3,000	4,400	
Strengthening USAD Committee																	
Administrative Assistant	5,760																
Technical Assistance & Facilitator Travel for Virtual Training	400																
Other	180																
Sub-Total Strengthening USAD Committee	6,340	0	176	0	0	0	0	0	0	0	0	0	0	0	176	6,164	
Administrative Costs																	
Administrative Assistant (from 6/15/ Systems Manager 6/16-3/31)	17,384																
Webster Web Master	1,250																
Domain Hosting	907																
Constant Contact	900																
Survey Monkey Subscription-1 year	407																
Zoom Subscription	180																
Bank Charges, Click & Pledge, transfer fees	2,015																
Liability Insurance	500																
Tax Preparation	650																
Financial Review	0																
Office Supplies, mailing costs	300																
Sub-Total Administrative Costs	24,493	604	265	329	5,529	793	916	109	5,082	257	644	331	3,842	0	25,140	1,353	
Contingency	21																
ROUTINE EXPENDITURES TOTAL	51,549	604	441	1,669	4,029	793	3,174	1,109	6,082	1,257	856	331	10,643	200	31,208	20,341	
REVENUE MINUS ROUTINE EXPENDITURES	-13,299	8,631	3,326	1,961	-1,979	482	-2,749	-594	-5,327	2,518	4,154	784	707		11,714	-23,824	

	2022 Budget Approved 6/16/2022	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	Paid Jan '23 - March '23	Thru latest month	Remaining approved 2022 budget	Comments
ONE-TIME EXPENDITURES																	
Historical Research and Refugee Service	0														0	0	
Historical Research and Refugee Service	1,000														0	1,000	
Historical Research and Refugee Service	1,791														0	1,791	
ONE-TIME EXPENDITURES TOTAL	2,791	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,791	
REVENUE MINUS ROUTINE & ONE-TIME EXPENDITURES	-16,090	8,631	3,326	1,961	-1,979	482	-2,749	-594	-5,327	2,518	4,154	784	707	NA	11,714		
UAA 2022 HISTORY PROJECT BUDGET																	
Revenue (Interest on savings accounts)	250	49	29	0	15	0	0	44	0	0	144	0	0	NA	283	-31	
Expenditure Items																	
History Committee																	
Enduring Struggle	500	0	0	0	0	0	0	0	296	0	0	0	0	0	296	204	
AUST Support	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Subtotal History Project Expenditures	500	0	0	0	0	0	0	0	296	0	0	0	0	0	296	204	
History Project funded by specific donations in prior years; no expected revenue other than interest on those funds.																	
Items with this highlighting are charged from last report.																	
2/11/2023																	

ATTACHMENT D

UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

January 1 – January 31, 2023
(includes 2022 data for comparison)

Registrations:

New alumni registrants, January 1 – January 31, 2023:	8
New associate registrants, January 1 – January 31, 2023:	0
Total new registrants, January 1 – January 31, 2023:	8
Total new registrants for 2023 through January 31:	8
Registrants whose names were removed in January 2023:	0
Total registrants through January 31, 2023:	1269
Total registrants through January 31, 2022:	1214

New registrants in January 2023:

Stephanie Funk	Sandy Oleksy-Ojikuti
Ron Sprout	Jay Nash
Dennis Knecht	Christopher Shephard
Jean Harman	Arshad Qamar

New associate registrants in January 2023:

None

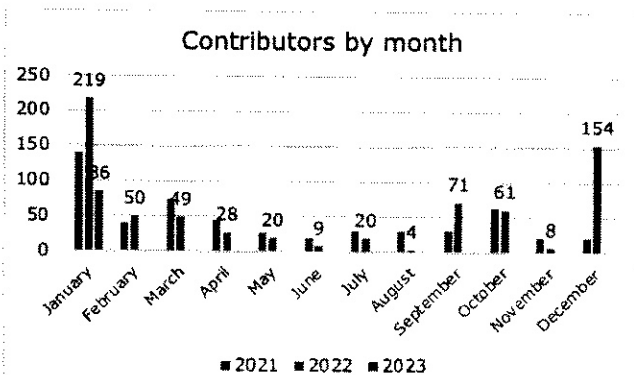
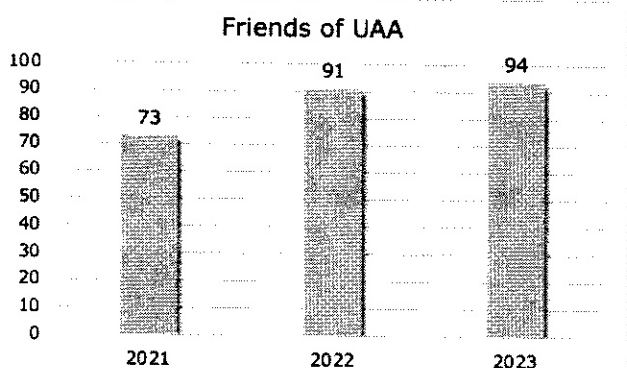
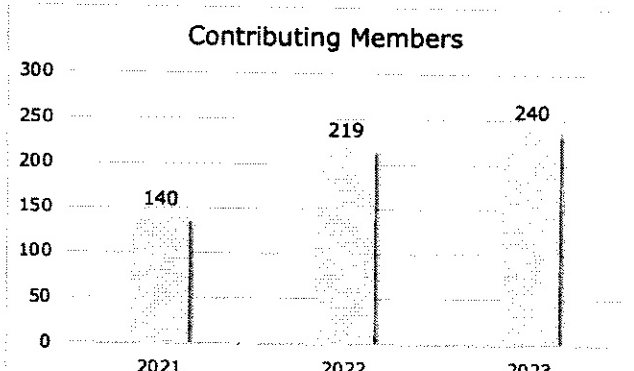
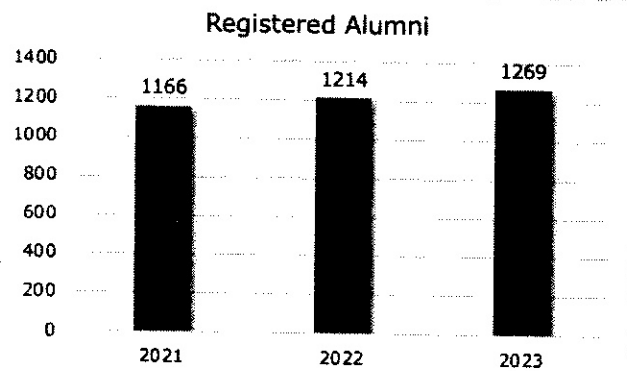
Registrants whose names were removed in January 2023: deceased/unsubscribed:

None

Membership Contributions Summary:

Alumni contributions, January 1 – January 31, 2023:	86
Total number of contributors for 2023 through January 31:	240
Total number of contributors for 2022 through January 31:	219
% of contributors through January 2023 as compared to January 2022:	110%
Total number of \$100+ contributors, January 1 – January 31, 2023:	35
Total number of \$100+ contributors for 2023 through January 31:	94
Total number of \$100+ contributors for 2022 through January 31:	91
% of \$100+ contributors through January 31, 2023 as compared to January 31, 2022:	103%
Number of new contributing members, January 1 – January 31, 2023:	2
Total number of new contributing members for 2023 through January 31:	5
New contributors as a % of new registrants for January 2023:	25%

Comparison over the years as of the end of January:



Contributions received in January 2023: (Number of * indicates number of repeat contributions from members; "Friends of UAA," who contributed \$100 or more, are indicated in bold).

New Contributing Members: 2

Ron Sprout
Christopher Shephard

Contributing Members: 84

Glenn Anders
L Marcia Bernbaum
Jeff Borns
Glenn Cauvin
Bruno Cornelio
Michael Deal
Margot Ellis
William Frej
Stephen Giddings
Michael Hirsh
Scott Kleinberg
Joan Larosa
John Lovaas
Nahed Matta
Wayne Nilsestuen
James Redder
Ernest Rojas

Robert Armstrong
Jim Bever
Alfreda Brewer
John Champagne
Owen Cylke
Polly Dunford
C David Esch
Ruth Frischer
John Grayzel
George Ingram*
Mary Knox
Maureen Lewis
Roberta Mahoney
Patricia Moser
Alexandria Panehal
Allan Reed
Carla Royalty

Belinda Barrington
Philip Birnbaum
Terrence Brown
Toni Christiansen
Anne Dammarell
Jean Durette
Peter Ewell
Jose Garzon
Deborah Grieser
Charles Johnson
Elisabeth Kvitashvili
Jon Lindborg
Cecily Mango
Kevin Mullally
Sharon Pauling
Stacy Rhodes
Kenneth Schofield*

Robert Berg
Dianne Blane
Ed Butler
Emmett Conner
Roxana Rogers De. Sole
David Eckerson
Holly Ferrette
James Gaughran
John Hatch, Iii
Kevin Kelly
Kenneth Lanza
Kristin Loken
Latanya Mapp Frett
Desaix Myers
Don Pressley
Gary Robbins
Emmy Simmons

Ken Smith
Mary Ellen Stanton*
Leon Waskin
Aaron Williams

Donald Soules
Sharon Van Pelt
Janice Weber
Stephen Wingert

Gail Spence
Ronald Venezia
Lisa Whitley
Frank Young

Roy Stacy
Brad Wallach
Linda Whitlock-Brown
Ellen Yount