

**MINUTES**  
of the  
**UAA EXECUTIVE COMMITTEE MEETING<sup>[1]</sup>**

Thursday, March 16, 2023

10:15 am – 12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, March 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  
Roberta Mahoney  
Chris Milligan

Margaret Neuse  
Joy Riggs-Perla  
Denise Rollins

Absent

Miles Toder

**COMMITTEE CO-CHAIRS AND SENIOR ADVISORS**

Present

Jim Bever  
Terry Brown  
Bette Cook  
Margot Ellis  
Karen Freeman  
Steve Haykin  
Beth Hogan  
Tom Nicaastro

Sharon Pauling  
Pat Rader  
Alex Shakow  
Christine Sheckler  
Gail Spence  
Nancy Tumavick  
Steve Wingert

Absent

Barbara Bennett  
Carol Peasley  
Rob Sonenthal

**WEBMASTER**

Stu Callison

**SYSTEMS MANAGER**

Present:

Absent:

Ven Suresh

**MEETING CHAIR**

Roberta Mahoney

\* \* \* \* \*

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 Social Events Committee, Karen Freeman would be taking notes on the decisions reached at the meeting, and (iii) at the April 20 ExCom meeting, the AGM Committee would be responsible for recording decisions.

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<sup>[1]</sup> These minutes are based on meeting decision notes prepared by Karen Freeman, co-chair, on behalf of the Social Events Committee; an aide mémoire on the March 2 Board meeting provided by Denise Rollins, extensive comments on the initial and subsequent drafts by Carol Dabbs, and additional comments by Joy Riggs-Perla, Nancy Tumavick, Carol Peasley, Alex Shakow, and Bette Cook. The assistance of these ExCom members is gratefully acknowledged. [RBS]

1. **MINUTES.**

Upon a motion, duly seconded, the minutes of the ExCom meeting of February 16, 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 February 2023 (Attachment A). She noted in particular that—

- In February, the primary expenditures were for the caterer for the AGM meeting, for the reservation for the summer picnic, and to DACOR for the refreshments we contributed to USAID day in November.

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

- The Budget Report for February 2023 (Attachment B) shows, for the Operations Account, revenue of \$3,425 and disbursements of \$658 (for the Summer Picnic reservation, and fees for Constant Contact and Click & Pledge); and, for the History Project Account, a disbursement of \$5,000 for the American University Archive internship program.
- The second Budget Report, on the 2022 Budget through February 2023 (Attachment C), includes expenses paid in February 2023 but properly chargeable to the 2022 Budget for part of the catering at the AGM. (Carol will prepare a final 2022 Budget Report for March 2023 to record any other 2022 expenses paid during that month. 2022 expenses paid after March 31, if any, will be charged to the 2023 Budget.)

B. **Membership Statistics.**

Tom Nicastro reported on UAA membership statistics for February 2023, as recorded in the Membership and Contributions Summary (Attachment C).

- The number of registrants increased from 1,214 as of February 28, 2022, to 1,274 as of February 28, 2023, an increase of 60 registrants.
- The number of contributing members increased from 269 as of February 28, 2022, to 285 as of February 28, 2023, an increase of 16 contributing members.

3. **ISSUES.**

A. **March Board Meeting.**

Joy Riggs-Perla reported on the principal decisions taken by the Board at its meeting on Thursday, March 2, 2023. The Board—

- Approved Christine Sheckler as co-chair of the Public Outreach Committee.
- Clarified the notetaker's role at Board and ExCom meetings — that is, to record meeting decisions on a rotational basis. Each decision will be identified as such as the meeting agenda progresses; a draft of the notes (or "aide mémoire") will be circulated quickly to Board and ExCom members for the respective meetings. The final version of the aide mémoire from the Board meeting will be sent by the Co-Chairs to Rob

Sonenthal to be incorporated in the ExCom minutes, the official record of UAA business, which, when approved, are posted on the UAA website.

- Reviewed the strategic planning process, and designated the Secretary, Miles Toder, as steward of the Implementation Plan and other strategic planning documents going forward. Miles will send an email to the ExCom with guidance and instructions for 2023, to cover preparing the Annual Report, updating implementation plans, and reviewing budget implications for the mid-year Budget Review in June, along with a training session on the process for new Board/ExCom members prior to these processes.
- Requested, for the March ExCom meeting, a list of organizations with which UAA and/or its members have a relationship ("affinity groups"), so that UAA can coordinate any existing relationships and make decisions about new ones. Roberta Mahoney will circulate an email on the subject.
- Authorized Chris Milligan to circulate an email to UAA registrants on their connections, if any, to Minority-Serving Institutions ("MSIs") and Historically Black Colleges and Universities ("HBCUs") to assist USAID's efforts to enlist these institutions in its DEIA recruitment efforts. Chris will also explore adding a question on "connections to MSIs" to the Membership Committee's new/renewing member survey.
- Confirmed that Nancy Tumavick has primary responsibility for managing and prioritizing requests for assistance to Systems Manager Ven Suresh, in accordance with her email guidance: Only routine items may be sent directly to Ven; all non-routine other requests should be sent to Nancy for coordination.

B. USAID/UAA MOU.

Chris Milligan, MOU Coordinator, reported that:

- There has been one response to the inquiry for alumni with MSI connections to identify themselves. He is hoping for more.
- FSN support included a TED-like talk from Jim Bever, Tom Staal, and Mary Alice Kleinjan.
- PPL reached out to bring an innovative NGO to the attention of UAA.
- PPL has not responded to our inquiry regarding whether they are still interested in UAA support for mission priority-setting activities. This is in their court.
- The retirement ceremony will be reported on separately by Jim Bever.
- The next meeting with the DA/her staff will be on May 11.

C. Retirement Ceremony.

Jim Bever reported on the Retirement Ceremony to be held on March 22 in the USAID mezzanine space at RRB:

- Planning for the Retirement Ceremony for USAID Foreign Service and Civil Service employees who retired in 2022 is going well.
- Tom Nicastro has sent email or paper invitations to 60 of the 100 retirees. About 25% of the retirees have responded, primarily members of the SES and SFS. We expect seven retirees to attend in person (with a few guests), and 15 to 17 retirees to attend virtually.
- Jim will send invitations to the ExCom members.
- Administrator Power will attend; Clinton White, the Counselor, will serve as MC. Roberta Mahoney will deliver remarks on behalf of UAA; Chris Milligan will close the ceremony on behalf of UAA.
- The UAA Social Events Committee has organized refreshments.
- USAID has indicated their intent to continue to do the ceremony in person; they noted that this attendance is not inconsistent with current in-person attendance at USAID meetings these days.

- Bette Cook has had our on-line brochure re-printed to use at this and other events.
- Jim has suggested that USAID build into its annual awards ceremony recognition of the USAID retirees for that year. Chris Milligan was asked to include this as an agenda item for discussion at the MOU meeting with USAID.

Discussion followed regarding the management of this and other retirement issues at USAID.

D. Affinity Groups

Roberta Mahoney reported on this issue, which was discussed at the business meeting of the Development Issues Committee last week. There remains a need to do an inventory of organizational liaisons and of UAA members who are personally involved with affinity groups. It may be necessary to spread the liaison function among several UAA committees, rather than vesting it solely in the DIC, as initially conceived by the Board. The DIC wants to discuss this further.

E. Website/Newsletter.

Nancy Tumavick clarified the precise meaning of "members" (individuals who make an annual contribution), registrants (individuals whose names appear in the Directory and/or the Constant Contact list), and the Constant Contact List (those who receive UAA mailings). The names on the CCL can be sorted into sub-groups as needed.

Nancy congratulated the Social Events Committee for organizing the largest-ever Winterfest event—photos will appear in the next newsletter, scheduled for publication on April 3. Materials to be published should be submitted to Nancy at least one week in advance — that is, by March 27. New items for the website and for the In Memoriam page may be submitted later if essential. A volunteer has not yet been identified to edit the newsletter.

Nancy's email to the ExCom yesterday spelled out the specifics for accessing support from our Systems Manager, Ven Suresh. ExCom members are requested to refer to it for guidance.

4. COMMITTEE REPORTS.

A. History of USAID.

Alex Shakow, on behalf of the committee—

- urged all ExCom members to publicize and promote the donation of USAID-related material to the American University Archives; and
- clarified how John Norris' book, *The Enduring Struggle*, is being shared with new officers. In response to a question, Alex indicated that we do not have information about how many copies of the book have been sold except in the annual royalties report issued in early summer.

Chris Milligan will check to find out if copies are still being provided to new hires, and Alex reminded us that a copy was donated to each Bureau. We do still own about ~150 copies, which we'll need to decide how to use.

B. Mentoring Program.

Sharon Pauling reported on the Mentoring Program:



- Based on a March 7 meeting with Anya Glen, an Office Director in HCTM, there is a big push to better support staff at all levels. Our program is successful, so they wanted to learn more about it.
- A check-in survey of mentors will be coming out in the next couple of weeks.

C. Development Issues.

Steve Haykin reported (from Brussels) that the Development Issues Committee is in period of transition, and is busy sorting out its committee structure and priorities. The committee held a "business" meeting attended by 12 members, devoted exclusively to these topics. As a result, the committee decided to—

- identify a "point of contact" to catch and flag opportunities; and
- develop a rolling agenda and tailor presentations and discussions to that agenda.

He noted that with current levels of volunteers, the DIC cannot take on more affinity group relationships, so they are turning that issue back over to the Board. Additional volunteers are needed.

Alex Shakow noted the April 19 DACOR/USAID Development Dialogue featuring Tim Reiser, with Dottie Rayburn as interlocutor, to be held at DACOR.

D. Membership.

On behalf of the committee, Tom Nicastro reported that—

- The Retirement Ceremony preparations have gone well although there are still complications in identifying and reaching retiring USAID employees.
- The MemCom had 500 copies of the UAA brochure printed for use at the March 22 Retirement Ceremony, the March 28 FSI Job Search and Transition Program, and other UAA activities.
- The MemCom plans to present the results of the Registrant to Member (R2M) 2023 Campaign and Membership Survey at the April ExCom meeting.
- In anticipation of the next quarterly meeting with USAID on the USAID/UAA MOU, the committee asked Chris Milligan to propose once again that the UAA monthly newsletter be distributed to the broader USAID audience.

E. Public Outreach.

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

- She welcomed Christine Scheckler as her new Co-Chair.
- "PowerPoint 1.0" is in nearly final form, with a storyboard developed by Jim Bever and the slides by Miles Toder, and will be shared with USAID after consultation with the committee's "kitchen cabinet." Their objective is to complete this before Amy Paro leaves her position as DAA to depart to post.
- A follow-up to the Sarasota, Florida, meeting is scheduled for May in conjunction with meetings of the Foreign Service Retirees Association and the WRA and will be accompanied by a social event at the end to encourage in-person attendance.

F. AGM.

Steve Wingert reported that—

- Pat Rader will be stepping down as committee co-chair, and will be replaced by Terry Brown.
- The date for the 2023 Annual General Meeting is Friday, October 28
- CGD has approved the use of its conference facility again this year.
- The committee will make its final recommendations, probably for only two panel discussions, by end of March.

G. Awards.

Bette Cook reported that the guidance for the 2023 alumni awards remains the same as last year, was announced in the March newsletter, and is posted to the UAA website. ExCom members are encouraged to nominate candidates (self-nomination is allowed) for the awards. The deadline for nominations is July 31.

H. Social Events.

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

- Winterfest was a solid success; about 80 people signed in. She expressed gratitude for our hosts, Frank and Antoinette Almaguer.
- Karen will be submitting for Board approval a questionnaire aimed at getting greater granularity on which social activities members are interested in, as the SEC has several ideas gleaned from the participants at Winterfest.
- The SEC is working on providing refreshments for the Retirement Ceremony, and is willing to help with the arrangements for the social event at the next Florida meeting.
- They are also considering a variety of other social events, many of them self-paid.

There was discussion on the upcoming Spring Reception, with great interest in doing another hybrid event so that alumni outside the DMV can participate remotely. The SEC will take that proposal under advisement.

5. **OTHER BUSINESS.**

A. System and Administrative Issues.

Carol Dabbs informed the ExCom that UAA is invited to send up to 2 persons to DACOR's March 23 black-tie Gala evening. If anyone is interested in attending on UAA's behalf, please contact Carol by Sunday, as she must respond by Monday to the organizers.

B. Other Business: General.

None.

C. Schedule/Venue of Future Meetings.

The upcoming schedule of meetings:

- Next Board meeting: Thursday, April 6, 2023.
- Next ExCom meeting: Thursday, April 20, via Zoom. The AGM Committee will be responsible for reporting on decisions and other actions.

D. Other Upcoming Events.

- 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 12:11 p.m.

Respectfully submitted,



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Rob Sonenthal  
Assistant to the Secretary

Approved: April 20, 2023.

Attachments:

- A. UAA Financial Report as of February 28, 2023
- B. UAA 2023 Operating and History Budget Report v2 (through February 28, 2023)
- C. UAA 2022 Operating and History Budget Report (through February 28, 2023)
- D. UAA Membership and Contributions Summary (February 1 — February 28, 2023)

# ATTACHMENT A

## UAA FINANCIAL REPORT AS OF FEBRUARY 28, 2023

(U. S. Dollars)

	Balance 01/31/2023	Deposits	Disburse- ments	Balance 02/28/2023
<b>UAA Operations Account</b>				
Checking Account	24,414.39	4,150.84	2,658.51	25,906.72
Savings Accounts	69,870.37	0.00	0.00	69,870.37
Total Operations Member Account	94,284.76	4,150.84	2,658.51	95,777.09
<b>UAA History Project Account</b>				
Checking Account	10,386.01	0.00	5,000.00	5,386.01
Savings* Accounts	52,133.24	0.00	0.00	52,133.24
Total History Project Member Acct	62,519.25	0.00	5,000.00	57,519.25
<b>UAA Total Bank Accounts</b>				
Checking Accounts	34,800.40	4,150.84	7,658.51	31,292.73
Savings* Accounts	122,003.61	0.00	0.00	122,003.61
Total LFCU Accts	156,804.01	4,150.84	7,658.51	153,296.34

\* Includes both Main Savings and Premier Savings Accounts

03/14/2023

# ATTACHMENT B

## UAA 2023 OPERATING AND HISTORY BUDGET REPORT v.2 THROUGH FEBRUARY 28, 2023

	2023 Budgets as Approved 01/19/2023	January	February	Thru latest month	Remaining ap- proved 2023 budget	Comments
<b>UAA 2023 OPERATIONS BUDGET</b>		<b>Revenue</b>				
<b>Estimated Revenue by Source</b>						
Click and Pledge (from C&P Settlement Statements)	41,000	6,075	3,200	9,275	31,725	46 dues payers
Checks (recorded when received)	2,000	925	225	1,150	850	3 dues payers
Interest on LFCU ops acct deposits		18	0	18	NA	
<b>ESTIMATED REVENUE TOTAL</b>	<b>43,000</b>	<b>7,000</b>	<b>3,425</b>	<b>10,425</b>	<b>32,575</b>	
<b>Expenditure Items and Categories</b>		<b>Expenditures</b>				
<b>Annual General Meeting (program)</b>						
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	
<b>Sub-Total, AGM program</b>	<b>6,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,150</b>	
<b>Development Issues Committee</b>						
Arizona State University or Other (only if resume use of facilities)	500			0	500	
Other	0			0	0	
<b>Sub-Total, Development Issues Committee</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	
<b>Membership Committee</b>						
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	
<b>Sub-Total, Membership Committee</b>	<b>6,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,150</b>	
<b>Mentoring Committee (name changed from USAID Strengthening in November 2022)</b>				0	0	
Administrative Assistant	5,000			0	5,000	
Technical Assistance & Facilitator Travel for Virtual Training	0			0	0	
Other	0			0	0	
<b>Sub-Total, Mentoring Committee</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	
<b>Public Outreach Committee</b>						
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	
<b>Sub-Total, Public Outreach Committee</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	
<b>Social Events Committee</b>				0		
Winterfest	1,100			0	1,100	
Spring Reception	2,500			0	2,500	
Summer Picnic	1,000		425	425	575	
Other Social	500			0	500	
<b>Sub-Total, Social Events Committee</b>	<b>5,100</b>	<b>0</b>	<b>425</b>	<b>425</b>	<b>4,675</b>	
<b>Administrative Costs</b>						
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	
Constant Contact	900	70	70	140	760	
Survey Monkey Subscription--1 year	407			0	407	
Zoom subscription	160			0	160	
Bank Charges: Click & Pledge, transfer fees	2,100	304	163	467	1,633	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	4	19	281	parking to pickup mail; mail corrected 1099 IRS
<b>Sub-Total Administrative Costs</b>	<b>28,017</b>	<b>533</b>	<b>233</b>	<b>770</b>	<b>27,247</b>	
				0	0	
<b>Contingency</b>	<b>2,000</b>				<b>2,000</b>	
<b>ROUTINE EXPENDITURES TOTAL</b>	<b>59,917</b>	<b>533</b>	<b>233</b>	<b>770</b>	<b>59,147</b>	
<b>REVENUE MINUS EXPENDITURES</b>	<b>-16,917</b>	<b>6,467</b>	<b>3,192</b>	<b>9,655</b>	<b>-26,572</b>	
<b>UAA 2023 HISTORY PROJECT BUDGET</b>						
<b>Revenue (interest on savings accounts)</b>	<b>325</b>	<b>309</b>		<b>309</b>	<b>16</b>	
<b>Expenditure Items</b>						
<b>History Committee</b>						
<i>Enduring Struggle</i>	250	0		0	250	
ADST support	0	0		0	0	
AU Archives Internship Program	10,000	5,000		5,000	5,000	
<b>Sub-total, History Project Expenditures</b>	<b>10,250</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>5,250</b>	
*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

3/14/2023

# ATTACHMENT C

## UAA 2022 OPERATING AND HISTORY BUDGET REPORT THROUGH FEBRUARY 28, 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	Paid Jan '23 - March '23	Thru last month	Remaining ap- proved 2022 budget	Comments
<b>Revenue</b>																	
Estimated Revenue by Source																	
Click and Pledge (from C&P Settlement Statements)	35,250	8,235	3,542	3,250	1,900	1,275	425	515	756	3,675	4,785	1,115	10,925	NA	40,398	-5,148	
Checks (recorded when received)	3,000	1,000	225	400	150	0	0	0	0	100	225	0	425	NA	2,525	475	
<b>ESTIMATED REVENUE TOTAL</b>	<b>38,250</b>	<b>9,235</b>	<b>3,767</b>	<b>3,650</b>	<b>2,050</b>	<b>1,275</b>	<b>425</b>	<b>515</b>	<b>756</b>	<b>3,775</b>	<b>5,010</b>	<b>1,115</b>	<b>11,350</b>	<b>0</b>	<b>42,923</b>	<b>-4,673</b>	
<b>Expenditures</b>																	
Routine Expenditure Items and Categories																	
Annual General Meeting (program) (assumes no CGD direct cost)																	assumes no CGD direct cost
Awardees & Speaker Travel	1,150														0	1,150	
Costs to host virtually or hybrid	1,500												282		282	1,218	
<b>Sub-Total, AGM program</b>	<b>2,650</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>282</b>	<b>0</b>	<b>282</b>	<b>2,368</b>	
<b>Development Issues Committee</b>																	
Arizona State University or Other	500														0	500	only if resume use of facilities
Other	500														0	500	
<b>Sub-Total, Development Issues Committee</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	
<b>Membership Committee</b>																	
Retirement Ceremony	0														0	0	
Winterfest	936			936											936	0	
Spring Reception	2,359				100		2,259								2,359	0	
Summer Picnic	637			425							212				637	0	
AGM Catering Services	5,027												0	1,960	1,960	3,067	
USAID Day at DACOR	200												0	200	200	0	
Alumni Awards	291												283		283	8	
Brochure Printing	59												59		59	0	
Other Social	136												136		136	0	
<b>Sub-Total, Membership Committee</b>	<b>9,645</b>	<b>0</b>	<b>0</b>	<b>1,361</b>	<b>100</b>	<b>0</b>	<b>2,259</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>212</b>	<b>0</b>	<b>478</b>	<b>2,160</b>	<b>6,570</b>	<b>3,075</b>	

<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												1,000	0
CGD	1,000												1,000	0
USGLC General Membership	1,000												1,000	0
<b>Sub-Total, Public Outreach Committee</b>	<b>7,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000</b>	<b>4,400</b>
<b>Strengthening USAID Committee</b>														
Administrative Assistant	5,760												0	0
Technical Assistance & Facilitator Travel for Virtual Training	400												176	5,584
Other	180												0	400
<b>Sub-Total, Strengthening USAID Committee</b>	<b>6,340</b>	<b>0</b>	<b>176</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>176</b>	<b>6,164</b>
<b>Administrative Costs</b>														
Administrative Assistant (thru 6/15); Systems Manager (6/16-3/31)	17,384												9,300	17,384
Website: Web Master	1,250												0	90
Domain Hosting	907	215											84	200
Constant Contact	900												74	70
Survey Monkey Subscription--1 year	407												74	70
Zoom subscription	180												157	0
Bank Charges: Click & Pledge, transfer fees	2,015	389	183	164	103	69	27	35	54	183	234	61	512	2,014
Liability Insurance	500												500	0
Tax Preparation	650												650	0
Financial Review	0												0	0
Office Supplies, mailing costs	300												94	224
<b>Sub-Total Administrative Costs</b>	<b>24,493</b>	<b>604</b>	<b>265</b>	<b>329</b>	<b>3,929</b>	<b>793</b>	<b>916</b>	<b>109</b>	<b>5,082</b>	<b>257</b>	<b>644</b>	<b>331</b>	<b>9,882</b>	<b>23,140</b>
Contingency	21												0	21
<b>ROUTINE EXPENDITURES TOTAL</b>	<b>51,549</b>	<b>604</b>	<b>441</b>	<b>1,689</b>	<b>4,029</b>	<b>793</b>	<b>3,174</b>	<b>1,109</b>	<b>6,082</b>	<b>1,257</b>	<b>856</b>	<b>331</b>	<b>10,643</b>	<b>33,168</b>
<b>REVENUE MINUS ROUTINE EXPENDITURES</b>	<b>-13,299</b>	<b>8,631</b>	<b>3,326</b>	<b>1,961</b>	<b>-1,979</b>	<b>482</b>	<b>-2,749</b>	<b>-594</b>	<b>-5,327</b>	<b>2,518</b>	<b>4,154</b>	<b>784</b>	<b>707</b>	<b>-23,054</b>





## ATTACHMENT D

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

December 1, 2022 – February 28, 2023  
(includes 2022 data for comparison)

#### **Registrations:**

New alumni registrants, February 1 – February 28, 2023:	5
New associate registrants, February 1 – February 28, 2023:	0
Total new registrants, February 1 – February 28, 2023:	5
Total new registrants for 2023 through February 28:	13
Registrants whose names were removed in February 2023:	0
Total registrants through February 28, 2023:	1274
Total registrants through February 28, 2022:	1214

#### **New registrants in February 2023:**

<u>name</u>	<u>email</u>
Edgar Thornton III	<a href="mailto:ethorntonku85@aol.com">ethorntonku85@aol.com</a>
Richard Macken	<a href="mailto:ramacken3@gmail.com">ramacken3@gmail.com</a>
Celia Zeilberger	<a href="mailto:celia.zeilberger@gmail.com">celia.zeilberger@gmail.com</a>
Delma Bernal	<a href="mailto:bernallanena@hotmail.com">bernallanena@hotmail.com</a>
Michael Park	<a href="mailto:mikepcv@yahoo.com">mikepcv@yahoo.com</a>

#### **New associate registrants in February 2023:**

None

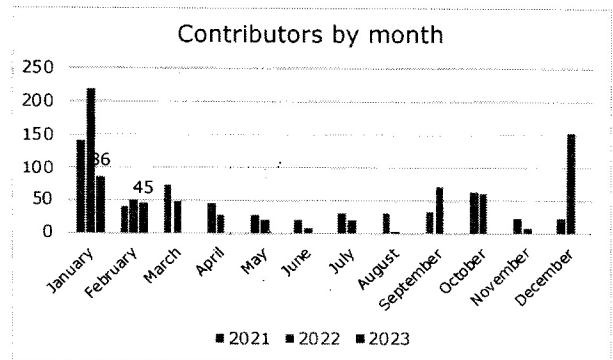
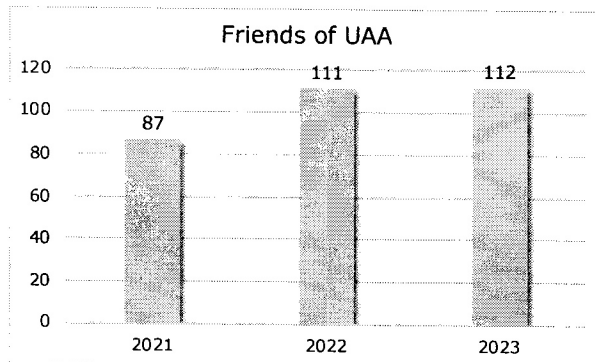
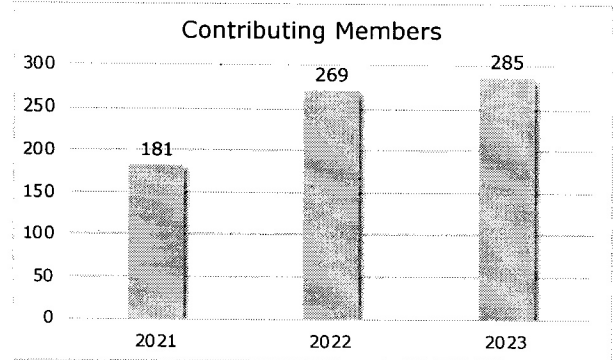
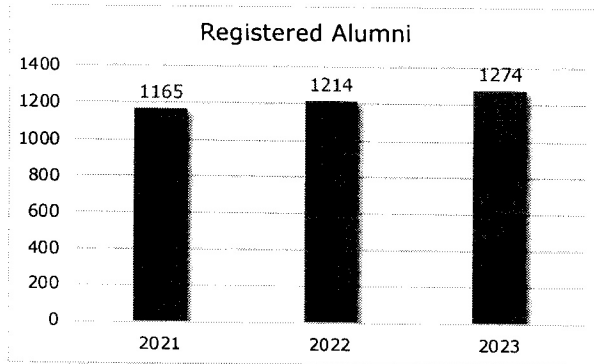
#### **Registrants whose names were removed in February 2023: deceased/unsubscribed:**

None

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

Alumni contributions, February 1 – February 28, 2023:	45
Total number of contributors, December 1, 2022, through February 28, 2023:	285
Total number of contributors for 2022 through February 28:	269
% of contributors through February 2023 as compared to February 2022:	106%
Total number of \$100+ contributors, February 1 – February 28, 2023:	18
Total number of \$100+ contributors, December 1, 2022, through February 28, 2023:	112
Total number of \$100+ contributors for 2022 through February 28:	111
% of \$100+ contributors through February 28, 2023 as compared to February 28, 2022:	101%
Number of new contributing members, February 1 – February 28, 2023:	1
Total number of new contributing members for 2023 through February 28:	6
New contributors as a % of new registrants for February 2023:	20%

Comparison over the years as of the end of February:



**Contributions received in February 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:** 1

Richard Macken

**Contributing Members:** 44

**Grant Anderson**  
**Hilda Arellano**  
**Henry Bassford**  
**Barbara Bennett**  
 Kenneth Borghese  
 Beth Cole  
 James Dempsey  
 Dirk Dijkerman\*  
**Paula Feeney**  
 Patricia Foote  
 Elizabeth Fox

**James Franckiewicz**  
 Carl Gallegos\*  
**William Garvelink**  
**Cindy Gersony**  
 Thomas Hand  
**Cynthia Harris**  
 Stephen Haykin  
 David Jessee  
 Thomas Johnson\*  
 Ronald Levin  
 Charles Llewellyn\*

Robert Maushammer  
 John Mitchell\*  
**Gary Newton**  
 Walter North  
 Joakim Parker  
 Willard Pearson  
 Rose Rakas  
**Raymond Rifenburg**  
 Roxana Rogers  
 Georgia Sambunaris  
 William Schaufler

**Maureen Shauket**  
**James Smith\***  
**David Sprague**  
**Kiertisak Toh**  
**Barbara Turner**  
 Paul Vitale  
 Tjip Walker  
**Gordon West\***  
 Steve Wisecarver  
 Jerry Wood  
**Marilyn Zak\***