

MINUTES  
of the  
UAA EXECUTIVE COMMITTEE MEETING<sup>[1]</sup>  
Thursday, June 15, 2023  
10:15 am – 12:15 pm

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

BOARD MEMBERS

Present

Carol Dabbs  
Roberta Mahoney  
Margaret Neuse

Joy Riggs-Perla  
Denise Rollins  
Miles Toder

Absent

Chris Milligan

COMMITTEE CO-CHAIRS AND SENIOR ADVISORS

Present

Barbara Bennett  
Bette Cook  
Margot Ellis  
Karen Freeman  
Steve Haykin  
Beth Hogan  
Tom Nicastro  
Sharon Pauling

Carol Peasley  
Alex Shakow  
Christine Sheckler  
Rob Sonenthal  
Gail Spence  
Steve Wingert

Absent

Terry Brown

SENIOR ADVISORS

Present

Nancy Tumavick  
(Communications)

Jim Bever  
(Public Outreach)

Absent

WEBMASTER

Stu Callison

SYSTEMS MANAGER

Present:

Absent:

Ven Suresh

MEETING CHAIR

Joy Riggs-Perla

\* \* \* \* \*

Joy Riggs-Perla called the meeting to order at 10:15 a.m.

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<sup>[1]</sup> These minutes benefited greatly from detailed decision notes prepared by Barbara Bennett on behalf of the Membership Committee; an aide mémoire on the June 8 Board meeting provided by Joy Riggs-Perla; and comments on an early draft of these minutes by Joy Riggs-Perla, Steve Wingert, Terry Brown, Bette Cook, and Carol Dabbs. The assistance of these ExCom members is gratefully acknowledged. [RBS]

Joy noted that (i) a quorum of the Board was present; (ii) on behalf of the Membership Committee, Barbara Bennett would be taking notes on the decisions reached during the meeting; and (iii) at the July 20 ExCom meeting, the Development Issues Committee would be responsible for recording decisions.

1. MINUTES.

Motions to approve minutes of the ExCom meetings of April 20 and May 18, 2023, were adopted by the Board by votes of 6-0 (April 20 minutes) and 5-0, with one abstention (May 18 minutes)

2. FINANCIAL/BUDGET AND MEMBERSHIP REPORTS.

A. Financial and Budget Reports.

Carol Dabbs, UAA Treasurer, called the ExCom's attention to the Financial and Budget Reports for May 2023 that she had circulated to the ExCom prior to the meeting (Attachments A and B).

The Financial Report as of May 31 shows a total balance in all UAA checking and savings accounts of \$147,417.79, an increase of approximately \$2,000 over the balance as of April 30, due mainly to dues payments received during the month.

In the Budget Report through May 31, Carol noted that—

- the Spring Reception line item reflected the change approved by the Board earlier this month; and
- the major expenses during the month included: preparation of the 2022 Form 990, Click and Pledge fees, and Constant Contact fee.

In response to a question from Karen Freeman, Carol clarified that committee co-chairs do not need Board approval to move funds between line items in their approved committee budgets, but must obtain Board approval to spend more than the approved total budget for their committee.

B. Membership Statistics.

Tom Nicastro reported that, as of May 31, UAA had 395 contributing members, compared to 366 members as of May 31, 2022. In response to a question from Sharon Pauling, Tom agreed to report on the number of FS members vs. CS members at the July 20 ExCom meeting. (He estimated the percentages to be approximately 80% FS/20% CS.)

3. ISSUES.

A. June Board Meeting.

Joy Riggs-Perla reported on the principal decisions and other actions taken by the Board at its meeting on Thursday, June 8, 2023. The Board—

- Approved adjustments to the 2023 Budget recommended by the Treasurer, to be shared with the ExCom for consultation and final Board approval at the June 15 ExCom meeting.
- Confirmed its approval of an increase in the System Manager's hourly rate.
- Deferred discussion and approval until July of a proposed change in the Core Process for Personal Services Contracting to one covering all of UAA Contracting.
- Discussed procedures to identify candidates for the upcoming Board elections.
- Discussed the status of revisions to the Implementation plan and guidance on format and timing for reporting on the past program year.
- Reviewed plans and proposed budget for the Spring Reception.

- Acknowledged USAID's request for additional support to find jobs for Afghan FSNs.

B. 2023 Budget Review.

Carol Dabbs exhibited on screen a table titled "UAA 2023 Operations and History Project Budgets, v.8" with columns showing (i) the 2023 Budget as approved in January 2023; (ii) the 2023 Budget as modified by the Board in May 2023; (iii) the Budget requests from the committees; (iv) the Treasurer's Budget recommendations; and (v) the Budget Proposal adopted by the Board at its June 8 meeting. The Budget Proposal included—

- No change in anticipated revenue.
- An increase of \$1,000 (to \$6,000) for catering for the AGM.
- A \$1,720 decrease (to \$3,080) for the MemCom's administrative assistant, reflecting 7 months at \$22/hour, rather than 12 months at \$20/hour.
- Adding \$10 for testing of the links from Click and Pledge to the Registrants-to-Members Survey.
- A clarification that up to \$1,000 of the Public Outreach Committee's Materials Production budget will be used to buy services under the MemCom's AA contract.
- A \$165 decrease (to \$4,085) for Spring Reception.
- A \$600 increase (to \$997) for other Social Events Committee activities, including regional and self-pay activities.
- An additional \$750 to restore "Contingency" to one-half of the amount originally budgeted for the entire year.

The result of the proposed changes to the 2023 Operations Budget would be an increase in the expenditure ceiling of \$528.

The Proposal also designates an additional \$250 under the History of USAID Budget to cover the costs of mailing 100 copies of The Enduring Struggle.

On a motion, duly seconded, the Board, by unanimous vote, approved the proposed changes to the 2023 Budgets, as stated in "UAA 2023 Operations and History Project Budgets, v8," in the column headed "Updated 2023 Budget as approved 06/15/2023." (A copy of that Budget appears as Attachment C to these minutes.)

C. 2023 Strategic Framework and Implementation Plans.

Miles Toder called attention to his April memorandum discussing updating of the Implementation Plan (IP) for 2023. All changes received have been recorded.

The next task will be to prepare the Annual Report on activities during 2022-2023 — a four-page document, with one page for each UAA objective.

Miles will be preparing guidance for the committee co-chairs on how to prepare their respective contributions, along with a proposed internal calendar. He will present the guidance to the Board for review, and then forward it to the committee co-chairs by the end of June.

- |                  |   |
|------------------|---|
| ○ Late August 15 | Submission of individual committee reports; consolidation by the Secretary into one document. |
| ○ September 7    | Review by the Board   |
| ○ September 21   | Consultation with the ExCom   |
| ○ September 28   | Final Report completed.   |

so that the final Report can be shared with the UAA membership in the October newsletter in anticipation

of the AGM.

#### 4. COMMITTEE REPORTS.

##### A. Development Issues.

Steve Haykin and Gail Spence have been discussing with PPL possible pilot Missions for the proposed Mission Coaching activity. Steve has a call scheduled for June 27 with Mission Program Officers to solicit their ideas. In addition, Steve and Gail plan to update the list of volunteers prepared last year and, to that end, will—

- confirm original volunteers' continued interest;
- take steps to identify additional names;
- add a bit of biographical data to the list for each volunteer (but not contact information when first shared with USAID);
- discuss the Mentoring Program recruitment model, which has been working well, with Denise Rollins and Sharon Pauling for ideas on matching volunteers to Missions; and
- talk with USAID Counselor Clinton White about how to publicize Mission Coaching within the Agency.

Steve announced that, on June 28, the DIC will sponsor a virtual discussion with Andrew Herscowitz on "The U.S. International Development Finance Corporation: Progress and Prospects."

Alex Shakow reported that, on Monday, June 5, the DACOR/UAA Development Dialogue hosted a hybrid (in-person and virtual) meeting featuring Steve Sinding discussing "Whatever Happened to the Population Explosion and Where Are We Today." The meeting was held from 10:00-12:00 rather than during lunch, in an effort to give the speaker and attendees more time for presentation and discussion. However, very few people appeared in person (there were many more on-line) He asked ExCom members to send him their views on whether future Development Dialogues should be scheduled in the morning, rather than during lunch.

Alex also reported that, on July 21, DACOR/UAA will be sponsoring a lunch with hybrid presentation by Liesbet Steer, President and CEO of the Education Development Center, speaking on "The Vision of Universal Education: What Went Wrong and How to Fix It."

Alex will look into possible UAA co-sponsorship of DACOR/ADST effort to gather former USAID/Afghanistan Mission Directors (a previous panel discussion with four former USAID/Afghanistan Mission Directors was co-sponsored by DACOR and UAA), and whether the access normally associated with a Development Dialogue would be appropriate.

##### B. Mentoring.

Sharon Pauling reported on the USAID/UAA Mentoring Program:

- The Program continues to focus on recruiting mentors, particularly mentors to pair with new Deputy Mission Directors.
- To help the Program expand to meet the increased demand, the committee would like to increase the number of ExCom members and USAID leadership involved. To that end, the committee will include information on the Program in the July newsletter. (Nancy Tumavick reminded the ExCom that there will not be a newsletter in August.) Also, Chris Milligan is working on Agency notice to publicize the Mentoring Program more widely within USAID.
- The Mentoring Committee will assist the MemCom to prepare an insert for the current UAA recruitment brochure encouraging alumni who join UAA to also volunteer as mentors. The insert will be used until the current supply of brochures is exhausted, when the text can be amended to include the

information about volunteering to be a mentor. Bette Cook will email the brochure URL to Sharon and Denise as a reference. It is also on the UAA website.

C. Awards.

Bette Cook reminded the ExCom that the deadline for submission of candidates for this year's Alumni Awards is July 31. She encouraged ExCom members to identify and propose candidates.

D. History of USAID/ADST.

Nothing new to report.

E. Social Events.

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

- The Spring Reception was a real success, with 75 in-person and 17 virtual attendees. Particularly notable was the participation of Henrietta Holsman Fore, who addressed the gathering and also spent time online with the virtual participants answering questions.
- Upcoming SEC events include—
  - July 11: A small group visit to the National Portrait Gallery.
  - September 9: The UAA Summer Picnic at Fort Hunt Park; Virginia, where we have already reserved a space.
  - October: Possible activities around the October AGM, including a visit to an art gallery and a tour of Virginia wineries.
- Something in connection with WACA meetings in Washington (in conjunction with the Public Outreach Committee).

Denise Rollins reminded the ExCom of the USAID FSN picnic, scheduled for June 25, to which UAA has been invited. About 200 USAID employees and children from around the world are expected to attend, but you must register in advance. Karen asked that copies of the UAA brochure be made available for the FSN picnic, and Tom Nicastro agreed to provide 100 copies.

Other social activities on the horizon include a DACOR-sponsored free happy hour for C3s (July 6), to which UAA has been invited; the annual Development Wallah picnic in Vermont (August 2), supported by the SEC and at which UAA members are welcome.

F. Annual General Meeting.

Steve Wingert reported on preparations for the Annual General Meeting, scheduled for Friday, October 27, from 9:00 am to 1:15 pm, followed by lunch. The committee has agreed on an agenda for the meeting, and has forwarded the agenda to the Board for review.

- The doors will open at 8:30 am EST. Coffee and snacks will be available.
- USAID Administrator Samantha Power has been invited to deliver a keynote address.
- Two panels will be held on USAID's new Policy Framework and will focus on the new initiative Progress beyond Programs.
- The first panel will discuss "What is Progress beyond Programs?" — its rationale, its objectives, and how it is different from USAID's past approach. The panel will include DA for Policy & Planning Isobel Coleman (or Michele Sumilas, Assistant to the Administrator); Anu Rajaraman, Mission Director in Colombia; and Susan Reichle, President of IYF. It will be moderated by Joy Riggs-Perla.
- The second panel will discuss "How will the Agency implement this new initiative?" — e.g., workforce and other implementation issues. The panel will include Clinton White (if available), Anya Glenn of

HCTM, and Bambi Arellano, former Agency Counselor and Mission Director at many posts. It will be moderated by Terry Brown. (The committee would also like to include a currently active senior FSN.)

- The UAA Co-Chairs will deliver the Annual Report and announce the new board members.
- UAA Awards will be presented.
- Lunch will begin at 1:15 pm and last as long as the attendees are able to stay.

Beth Hogan and Sharon Pauling suggested the names of currently active senior FSNs for possible inclusion on the AGM's second panel. Steve Wingert will send Tom Nicasastro a description of topics and a final list of panelists as soon as they are available so that Tom can use the information to encourage UAA registrants, who are not eligible to attend the AGM, to become members, who are.

#### G. Public Outreach.

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

- Beth thanked Miles Toder for his assistance arranging the recent regional meetings in Florida, and Margot Ellis for attending.
- There will be another FRSA event on September 8 in Ft Lauderdale, Florida, to which we may also send a representative.
- The World Affairs Council (WACA) held a Board meeting in Washington this week. (Jim Bever was supposed to meet the WACA President for a drink, but ended up going out to dinner.)
- Jim Bever is currently addressing a Roads Scholar group in Chautauqua, New York. The Roads Scholars need another speaker on development assistance for the week of September 24-29. (The Speaker's PowerPoint, for which UAA has allocated \$1,000 for development, should be available by then.)

Christine Scheckler noted that WACA is holding its Annual Conference in Washington during the week before Thanksgiving, and may invite Samantha Power to be the keynote speaker. She may be able to organize a no-host reception in connection with the conference. Christine added that she may arrange for West Coast alumni interested in UAA regional activities to meet with Denise Rollins when she visits California in July.

#### H. Membership.

Tom Nicasastro reported that the MemCom's newly contracted administrative assistant, Yillah Rosenfield, is now on board. She has already met with the MemCom and with UAA Systems Manager Ven Suresh. She will be assisting in the development of searchable membership information, and in analyzing and evaluating survey responses. (He noted that Ms. Rosenfield is also working full time as a contractor to HCTM.)

Barbara Bennett reported that she is developing an interesting profile of Emmy Simmons for the July newsletter.

#### I. Board Elections.

Margaret Neuse encouraged ExCom members to identify possible candidates for Board membership and to forward their nominations, or self-nominations, to the Nominations Committee (Margaret Neuse, Carol Dabbs, and Miles Toder) so that the committee can forward an initial list of possible candidates to the Board in early July, with a final decision by the end of July so that the membership can begin to vote in September.

5. OTHER BUSINESS.

A. System and Administrative Issues.

None.

B. General.

Nancy Tumavick reminded the ExCom that next newsletter is scheduled for publication on July 6; and there will not be another until September 11. She asked that this schedule be kept in mind when considering committee communications needs.

C. Schedule/Venue of Future Meetings.

The upcoming schedule of meetings:

- Next Board meeting: Thursday, July 6, 2023.
- Next ExCom meeting: Thursday, July 20, 2023, via Zoom. The Development Issues Committee will be responsible for reporting on decisions and other actions.
- The next meeting with Deputy Administrator Paloma Allen-Adams is scheduled for Monday, September 18, 2023.

D. Other Upcoming Events.

- Sunday, June 25, USAID-FSN Family Picnic at Fort Hunt, Alexandria
- On Wednesday, June 28, from 11:00 am to 12:30 pm EST, the DIC will sponsor a virtual discussion on "The U.S. International Development Finance Corporation: Progress and Prospects," featuring Andrew Herscovitz, Chief Development Officer, U.S. International Development Finance Corporation
- Small Group Social Event on Wednesday, July 11: The Social Events Committee is proposing a visit to the National Portrait Gallery's "I Dream a World: Selections from Brian Lanker's Portraits of Remarkable Black Women (Part II)" exhibit.
- On Friday, July 21, there will be a hybrid lunch program at DACOR featuring Dr. Liesbet Steer, President/CEO of the Education Development Center, a global nonprofit advancing lasting solutions to improve education, promote health, and expand economic opportunity, speaking on "The Vision of Universal Education: What Went Wrong and How to Fix It."
- On Wednesday, August 2, from 11:00 am to 2:30 pm, the annual "Development Wallah" picnic in Rochester, Vermont.
- Saturday, September 9: UAA Summer Picnic

6. ADJOURNMENT.

A motion to adjourn, duly seconded, was adopted unanimously. The meeting adjourned at 12:05 pm.

Respectfully submitted,



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Rob Sonenthal  
Assistant to the Secretary

Approved: July 20, 2023.

Attachments:

- A. UAA Financial Report as of May 31, 2023
- B. UAA 2023 Operating and History Budget Report (through May 31, 2023)
- C. UAA 2023 Operating and History Project Budgets, as approved June 15, 2023
- D. UAA Membership and Contributions Summary (March 1 through March 31, 2023)
- E. UAA Membership and Contributions Summary (April 1 through April 30, 2023)
- F. UAA Membership and Contributions Summary (May 1 through May 31, 2023)



**ATTACHMENT A**  
**UAA FINANCIAL REPORT**  
**AS OF MAY 31, 2023**

(U.S. Dollars)

	Balance 04/30/2023	Deposits	Disburse- ments	Balance 05/31/2023
<b>UAA Operations Account</b>				
Checking Account	7,338.64	3,056.43	867.30	9,527.77
Savings Accounts	79,887.60	0.00	0.00	79,887.60
Total Operations Member Acct	87,226.64	3,056.43	867.30	89,415.37
<b>UAA History Project Account</b>				
Checking Account	5,386.01	0.00	0.00	5,386.01
Savings* Accounts	52,616.41	0.00	0.00	52,616.41
Total History Project Member Acct	58,002.42	0.00	0.00	58,002.42
<b>UAA Total Bank Accounts</b>				
Checking Accounts	12,724.65	3,056.43	867.30	14,913.78
Savings* Accounts	132,504.01	0.00	0.00	132,504.01
Total LFCU Accts	145,228.66	3,056.43	867.30	147,417.79

\* Includes both Main Savings and Premier Savings Accounts

06/10/2023

ATTACHMENT B

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

	2023 Budgets as approved 05/18/2023	January	February	March	April	May	Thru latest month	Remaining approved 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	3,550	1,250	2,050	16,125	24,875	31 dues payers
Checks (recorded when received)	2,000	925	225	1,100	0	0	2,250	-250	
Interest on LFCU ops acct deposits		18	0	0	17	0	36	NA	
<b>ESTIMATED REVENUE TOTAL</b>	<b>43,000</b>	<b>7,000</b>	<b>3,425</b>	<b>4,650</b>	<b>1,250</b>	<b>2,050</b>	<b>18,375</b>	<b>24,625</b>	
<b>Expenditures</b>									
<b>Expenditure Items and Categories</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>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>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			300			300	0	
Administrative Assistant	4,800						0	4,800	
<b>Sub-Total, Membership Committee</b>	<b>6,150</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>5,850</b>	
<b>Mentoring Committee (name changed from USAID Strengthening in November 2022)</b>									
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>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			478			478	1,522	
DACOR	1,000			1,000			1,000	0	
CGD	1,000			1,000			1,000	0	
USGLC General Membership	1,000			1,000			1,000	0	
<b>Sub-Total, Public Outreach Committee</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>3,478</b>	<b>0</b>	<b>0</b>	<b>3,478</b>	<b>3,522</b>	
<b>Social Events Committee</b>									
Winterfest	1,203			1,203			1,203	0	
Spring Reception	4,250				100		100	4,150	\$1,750 moved from Contingency 5/18/23 EC
Summer Picnic	1,000		425				425	575	
Other Social	397						0	397	
<b>Sub-Total, Social Events Committee</b>	<b>6,850</b>	<b>0</b>	<b>425</b>	<b>1,203</b>	<b>100</b>	<b>0</b>	<b>1,728</b>	<b>5,122</b>	
<b>Administrative Costs</b>									
Systems Manager	20,000			4,800			4,800	15,200	
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	70	70	70	350	550	
Survey Monkey Subscription--1 year	407						0	407	
Zoom subscription	160						0	160	
Bank Charges: Click & Pledge, tranfer fees	2,100	304	163	184	70	116	837	1,263	C&P fees
Liability Insurance	500						0	500	
D & O Insurance	750						0	750	
Tax Preparation	650					650	650	0	
Office Supplies, mailing costs, parking to pick up mail	300	16	4	46	0	1	67	233	
<b>Sub-Total Administrative Costs</b>	<b>28,017</b>	<b>533</b>	<b>236</b>	<b>5,100</b>	<b>140</b>	<b>837</b>	<b>6,847</b>	<b>21,170</b>	Formula error in February & March corrected
<b>Contingency</b>	<b>250</b>							<b>250</b>	\$1,750 moved to Spring Reception 5/18/23 EC
<b>ROUTINE EXPENDITURES TOTAL</b>	<b>59,917</b>	<b>533</b>	<b>661</b>	<b>10,082</b>	<b>240</b>	<b>837</b>	<b>12,354</b>	<b>47,563</b>	
<b>REVENUE MINUS EXPENDITURES</b>	<b>-16,917</b>	<b>6,467</b>	<b>2,764</b>	<b>-5,432</b>	<b>1,010</b>	<b>1,213</b>	<b>6,021</b>	<b>-22,938</b>	

UAA 2023 HISTORY PROJECT BUDGET									
<b>Revenue (interest on savings accounts)</b>	<b>325</b>	<b>309</b>	<b>0</b>	<b>0</b>	<b>483</b>	<b>0</b>	<b>793</b>	<b>-468</b>	
<b>Expenditure Items</b>									
<b>History Committee</b>									
<i>Enduring Struggle</i>	250	0	0	0	0	0	0	250	
ADST support	0	0	0	0	0	0	0	0	
AU Archives Internship Program	10,000	5,000	0	0	0	0	5,000	5,000	
<b>Sub-total, History Project Expenditures</b>	<b>10,250</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</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

6/11/2023

**ATTACHMENT C**

**UAA 2023 OPERATING AND HISTORY PROJECT BUDGETS  
AS APPROVED ON JUNE 15, 2023**

<b>OPERATIONS BUDGET</b>	
<b>Estimated Revenue by Source</b>	
Click and Pledge (from C&P Settlement Statements)	41,000
Checks (recorded when received)	2,000
<b>ESTIMATED REVENUE TOTAL</b>	<b>43,000</b>
<b>Routine Expenditure Items and Categories</b>	
<b>Annual General Meeting (program)</b>	
Awardees & Speaker Travel	1,150
AGM Catering Services	6,000
Costs to host virtually or hybrid	0
Sub-Total, AGM program	7,150
<b>Development Issues Committee</b>	
Arizona State University or Other	500
Other	0
Sub-Total, Development Issues Committee	500
<b>Membership Committee</b>	
Retirement Ceremony	750
USAID Day at DACOR	0
Alumni Awards	300
Brochure Printing	300
Administrative Assistant	3,080
R2M expenses	10
Sub-Total, Membership Committee	4,430
<b>Mentoring Committee (name changed from USAID Strengthening in November 2022)</b>	
Administrative Assistant	5,000
Technical Assistance & Facilitator Travel for Virtual Training	0
Other	0
Sub-Total, Mentoring Committee	5,000
<b>Public Outreach Committee</b>	
Public Outreach Materials Production	2,000
Travel to establish alumni branches	2,000
DACOR	1,000
CGD	1,000
USGLC General Membership	1,000
Sub-Total, Public Outreach Committee	7,000
<b>Social Committee</b>	
Winterfest	1,203
Spring Reception	4,085

Summer Picnic	1,000
Other Social	997
Sub-Total, Social Committee	7,285
<b>Administrative Costs</b>	
Systems Manager	20,000
Website: Web Master	1,250
Domain Hosting (was bundled with Web Master in initial 2022 budget)	1,000
Constant Contact	900
Survey Monkey Subscription--1 year	470
Zoom subscription	160
Bank Charges: Click & Pledge, transfer fees	2,100
Liability Insurance	500
D & O Insurance	750
Tax Preparation	650
Office Supplies, mailing costs	300
<b>Sub-Total Administrative Costs</b>	<b>28,080</b>
<b>Contingency</b>	<b>1,000</b>
<b>ROUTINE EXPENDITURES TOTAL</b>	<b>60,445</b>
<b>REVENUE MINUS ROUTINE EXPENDITURES</b>	<b>-17,445</b>
<b>UAA 2022 HISTORY PROJECT BUDGET*</b>	
<b>Revenue (interest on savings accounts)</b>	<b>325</b>
<b>Expenditure Items</b>	
<b>History Committee</b>	
<i>Enduring Struggle</i>	500
ADST support	0
AU Archives Internship Program	10,000
<b>Sub-total, History Project Expenditures</b>	<b>10,500</b>
*History Project funded by specific donations in prior years; no expected revenue other than interest on those fu	

## ATTACHMENT D

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

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

#### Registrations:

New alumni registrants, March 1 – March 31, 2023:	6
New associate registrants, March 1 – March 31, 2023:	0
Total new registrants, March 1 – March 31, 2023:	6
Total new registrants for 2023 through March 31:	19
Registrants whose names were removed in March 2023:	0
Total registrants through March 31, 2023:	1280
Total registrants through March 31, 2022:	1227

#### New registrants in March 2023:

Herbert Russell Bauer	Jeanetta Marshal
Catherine Cozzarelli	Janina Jaruzelski
Seetha Chayapathi	Sherry Carlin

#### New associate registrants in March 2023:

None

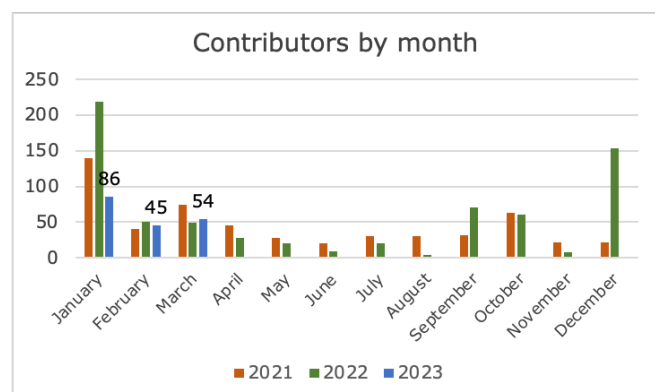
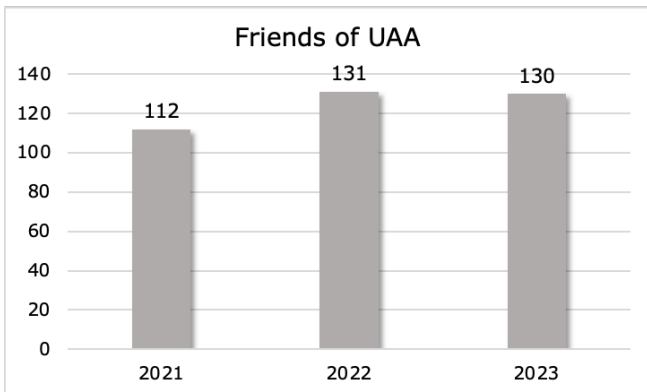
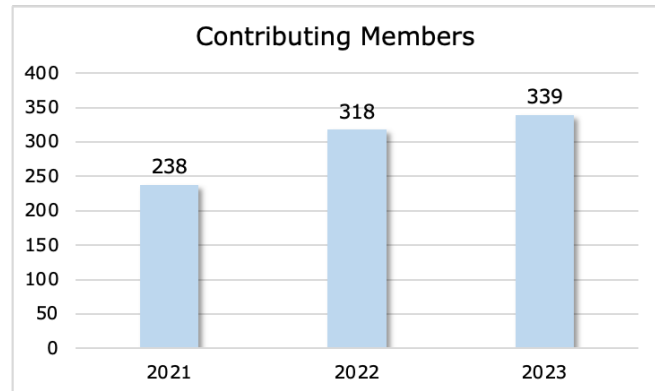
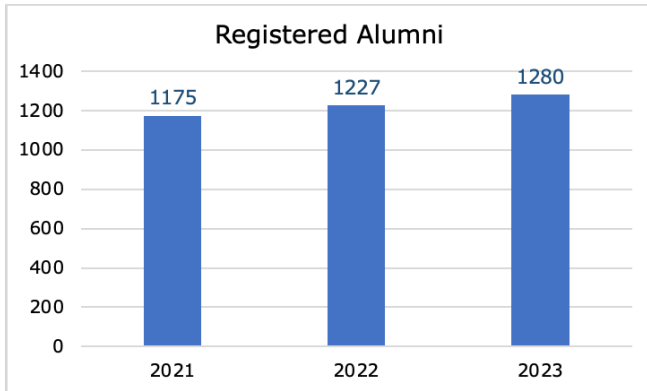
#### Registrants whose names were removed in March 2023: deceased/unsubscribed:

None

#### Membership Contributions Summary:

Alumni contributions, March 1 – March 31, 2023:	54
Total number of contributors, December 1, 2022, through March 31, 2023:	339
Total number of contributors for 2022 through March 31:	318
% of contributors through March 2023 as compared to March 2022:	107%
Total number of \$100+ contributors, March 1 – March 31, 2023:	18
Total number of \$100+ contributors, December 1, 2022, through March 31, 2023:	130
Total number of \$100+ contributors for 2022 through March 31:	131
% of \$100+ contributors through March 31, 2023 as compared to March 31, 2022:	99%
Number of new contributing members, March 1 – March 31, 2023:	2
Total number of new contributing members for 2023 through March 31:	8
New contributors as a % of new registrants for March 2023:	33%

Comparison over the years as of the end of March:



**Contributions received in March 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

Catherine Cozzarelli      Janina Jaruzelski

Contributing Members: 52

Kempe Hope  
**Clarence Zuvekas**  
**Joy Riggs-Perla**  
 Dorothy Rayburn  
**David Cohen**  
 Dean Salpini  
 Lee Roussel  
**Bob Emrey**  
 Regina Dennis  
 James Vermillion  
 James Dobson  
**Barbara Bennett**  
**Marilynn Schmidt**

Robert Muscat  
**Linda Gregory**  
 Gordon West  
**Murl Baker**  
 Harry Wing  
**Linda Kelley**  
 Charles Costello  
 Charles Uphaus  
 Clifford Brown  
 Mary Foster  
**Thomas Staal**  
 Harry Birnholz  
**Robert Dakan**

Kerry Byrnes  
 Barbara Spaid  
 David Atwood  
 Glenn Post  
 Virgil Miedema  
**Roberta Van Haeften**  
 Julius Coles  
 Bonnie Glick  
 Abdi Wardere  
 Jose M. Pena  
 Sarah Olds  
**James Govan**  
**James Ward**

David Nelson  
 Patricia Matheson  
 David Adams  
**David Leibson**  
**Anthony Chan**  
 Cecile Adams  
 Sarah Olds  
 Thomas Fallon  
 Home Jon Orourke  
 Jed Meline  
**Heather Mchugh**  
 Ahmad Tahiri  
**Viviann Pettersson**



## ATTACHMENT E

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

December 1, 2022 – April 30, 2023

(includes 2022 data for comparison)

#### Registrations:

New alumni registrants, April 1 – April 30, 2023:	3
New associate registrants, April 1 – April 30, 2023:	0
Total new registrants, April 1 – April 30, 2023:	3
Total new registrants for 2023 through April 30:	22
Registrants whose names were removed in April 2023:	0
Total registrants through April 30, 2023:	1283
Total registrants through April 30, 2022:	1234

#### New registrants in April 2023:

David Wall                      Oren Whyche-Shaw  
Emmanuel Ogutu

#### New associate registrants in April 2023:

None

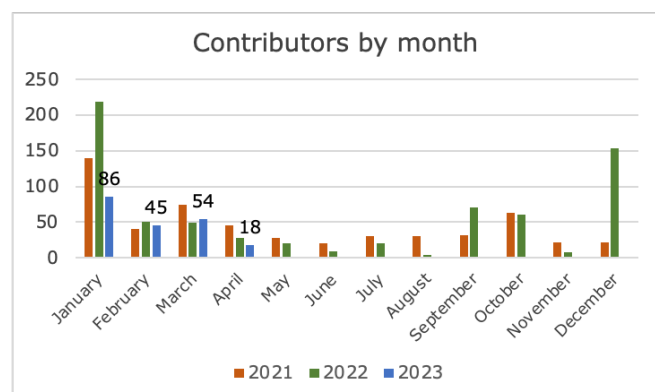
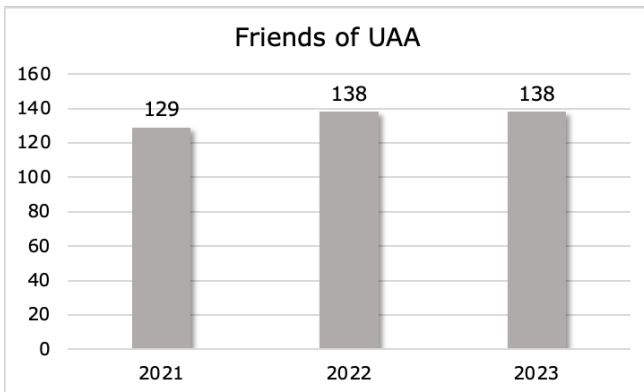
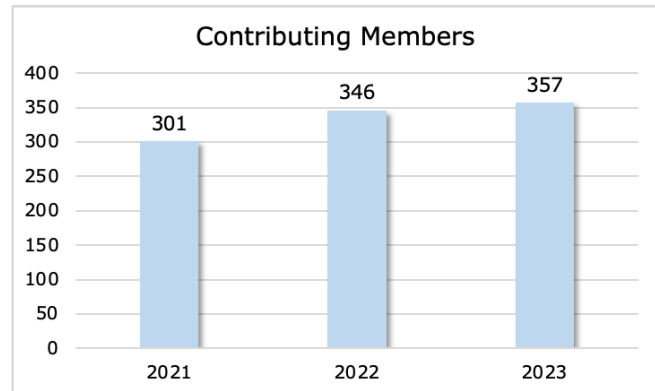
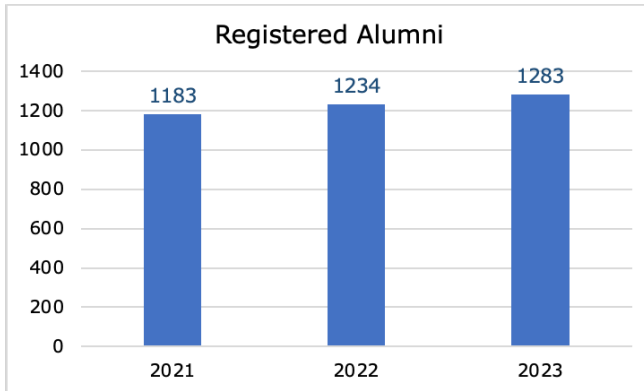
#### Registrants whose names were removed in April 2023: deceased/unsubscribed:

None

#### Membership Contributions Summary:

Alumni contributions, April 1 – April 30, 2023:	18
Total number of contributors, December 1, 2022, through April 30, 2023:	357
Total number of contributors for 2022 through April 30:	346
% of contributors through April 2023 as compared to April 2022:	103%
Total number of \$100+ contributors, April 1 – April 30, 2023:	18
Total number of \$100+ contributors, December 1, 2022, through April 30, 2023:	138
Total number of \$100+ contributors for 2022 through April 30:	138
% of \$100+ contributors through April 30, 2023 as compared to April 30, 2022:	100%
Number of new contributing members, April 1 – April 30, 2023:	1
Total number of new contributing members for 2023 through April 30:	9
New contributors as a % of new registrants for April 2023:	33%

Comparison over the years as of the end of April:



**Contributions received in April 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

Oren Whyche-Shaw

Contributing Members: 17

Lex Rieffel  
**Philip Gary**  
**David Eckerson**  
 Bernard Mazer  
 Mary Harvey

**Diana Ohlbaum**  
 William Goldman  
**Kelly C Kammerer**  
**Paula Goddard**

Duff Gillespie  
**Franklin Moore**  
 Gary Robbins  
**Peter Bloom**

**Shane Maccarthy**  
 Letitia Butler  
 Susan Riley  
 Michele Moloney-Kitts

## ATTACHMENT F

### UAA MEMBERSHIP AND CONTRIBUTIONS SUMMARY

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

#### Registrations:

New alumni registrants, May 1 – May 31, 2023:	6
New associate registrants, May 1 – May 31, 2023:	0
Total new registrants, May 1 – May 31, 2023:	6
Total new registrants for 2023 through May 31:	28
Registrants whose names were removed in May 2023:	6
Total registrants through May 31, 2023:	1283
Total registrants through May 31, 2022:	1238

#### New registrants in May 2023:

Rand Robinson	Ashleigh Appel
Patrick Collins	Kimberly Lucas
Husn Maab	Clement Bucher

#### New associate registrants in May 2023:

None

#### Registrants whose names were removed in May 2023:

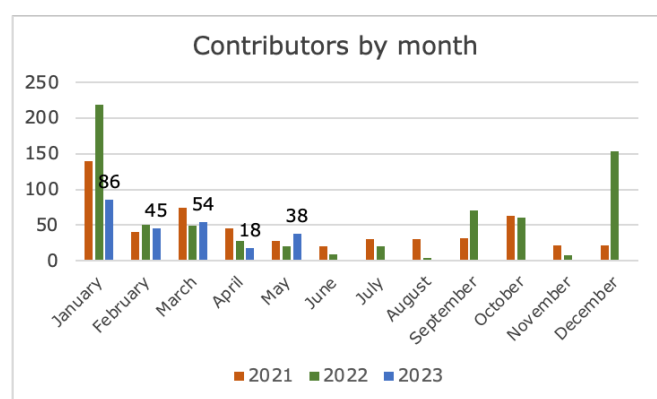
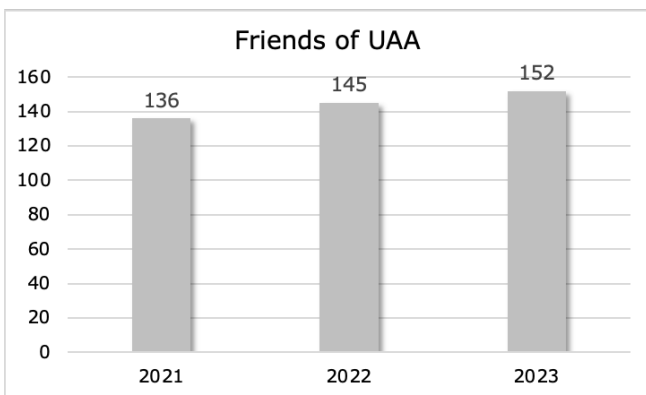
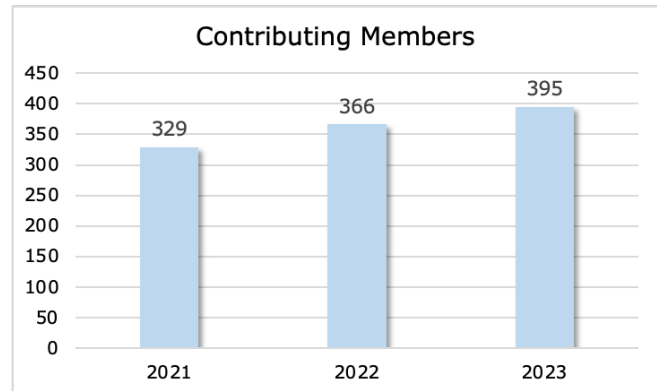
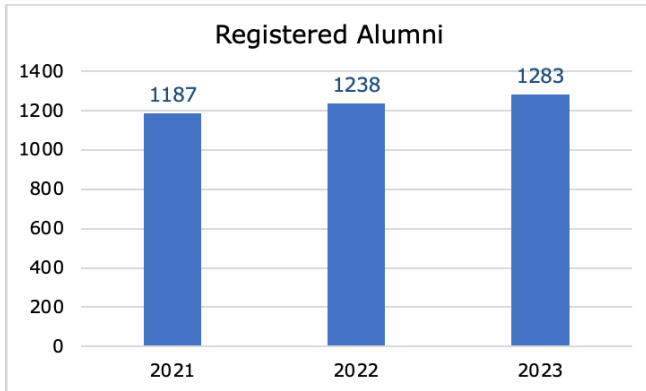
##### Unsubscribed

Barbara Ormond	Peter Lapera
Marguerite Benson	George Taylor II
Kerry Byrnes	Judith Gilmore

#### Membership Contributions Summary:

Alumni contributions, May 1 – May 31, 2023:	38
Total number of contributors, December 1, 2022, through May 31, 2023:	395
Total number of contributors for 2022 through May 31:	366
% of contributors through May 2023 as compared to May 2022:	108%
Total number of \$100+ contributors, May 1 – May 31, 2023:	14
Total number of \$100+ contributors, December 1, 2022, through May 31, 2023:	152
Total number of \$100+ contributors for 2022 through May 31:	145
% of \$100+ contributors through May 31, 2023 as compared to May 31, 2022:	105%
Number of new contributing members, May 1 – May 31, 2023:	0
Total number of new contributing members for 2023 through May 31:	9
New contributors as a % of new registrants for May 2023:	0%

Comparison over the years as of the end of May:



**Contributions received in May 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:** 0

**Contributing Members:** 38

Adrienne Allison  
 Ashleigh Appel  
 Jeffrey Bakken  
**David Bathrick**  
 Pushkar Brahmhatt  
 Letitia Butler  
 Carol Carpenter-Yaman  
 Karen Cavanaugh  
**Jatinder Cheema**  
 David Hess

Barbara Crane  
 Robert Davidson  
 John Eriksson  
**Taroub Faramand**  
 Susan Fine  
**William Frej**  
**Judith Gilmore**  
 Gregory Gottlieb  
 William Hammink  
**Thomas Stephens**

**Thomas Kerst**  
**Erna Kerst**  
**Stephen Klein**  
 Kimberley Lucas  
 Pamela Mandel  
**Charles Merritt**  
 Jonathan Palmer  
 Allan Reed  
 Mary Ann Riegelman

Robert Traister  
 Alan Van Egmond  
**Timothy Bertotti**  
 Craig Buck  
 Jonathan Conly  
**Carol Dabbs**  
**James Michel**  
**Howard Sumka**  
 Constance Collins