

MINUTES
of the
UAA EXECUTIVE COMMITTEE MEETING^[1]
Thursday, April 18, 2024
10:15 am – 12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, April 18, 2024, at 10:15 a.m. The following UAA Board members, committee co-chairs, Senior Advisors, staff members, and guests participated in the meeting:

BOARD MEMBERS

Present

Roberta Mahoney Oren Whyche-
Chris Milligan Shaw
Joy Riggs-Perla Ken Yamashita
Denise Rollins

Absent

Miles Toder

OFFICERS/COMMITTEE CO-CHAIRS

Present

Barbara Bennett Karen Freeman Christine Sheckler^[2]
Terry Brown Margaret Neuse Rob Sonenthal
Carol Dabbs Sharon Pauling^[2] (Asst. Sec.)
(Treasurer) Carol Peasley Gail Spence
Margot Ellis Dottie Rayburn

Absent

Bette Cook
Steve Haykin
Beth Hogan
Tom Nicastro
Alex Shakow
Steve Wingert

SENIOR ADVISORS

Present

Nancy Tumavick^[2] Jim Bever^[2]
(Communications) (Public Outreach)

Absent

WEBMASTER

Present

Stu Callison

Absent

SYSTEMS MANAGER

Present:

Absent:

Ven Suresh

MEETING CHAIR

Ken Yamashita

* * * * *

Ken Yamashita called the meeting to order at 10:20 a.m. He noted that (i) a quorum of the Board was present; (ii) Denise Rollins, on behalf of the Mentoring Committee, would be taking notes on the decisions

^[1] These minutes are based on detailed notes taken by Denise Rollins of the Mentoring Committee; an aide mé-moire of proceedings at the April 4 Board meeting prepared by Chris Milligan; and comments on early drafts submitted by Alex Shakow, Karen Freeman, and Carol Dabbs. The assistance of these ExCom members was indispensable, and is gratefully acknowledged. [RBS]

^[2] Joined in progress.

reached during the meeting; and (iii) at the May ExCom meeting, the History of USAID/ADST Committee would be responsible for recording decisions.

1. **MINUTES.**

A motion, duly seconded, that the Board approve the draft minutes for the March 21 ExCom meeting, was adopted unanimously.

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

A. Financial and Budget Reports.

Carol Dabbs, UAA Treasurer, called attention to three reports that she had circulated to the ExCom prior to the meeting:

(i) The Financial Report for March 2024 (Attachment A).

(ii) The 2023 Budget Report through March 31, 2024, recording payments which, although made in January, February and March 2024, are properly chargeable to the 2023 Budget (Attachment B). (Expenses otherwise chargeable to the 2023 Budget, if paid after March 31, will be charged to the 2024 Budget.)

(iii) The 2024 Budget Report through March 31 (Attachment C).

Carol noted the following highlights:

- The Financial Report shows a total month-end balance in the Operations Accounts and the History of USAID Accounts (checking and savings) of \$139,430.76. This represents a decrease of \$2,353.47 from the month-end balance for February (\$141,784.23).
- Disbursements in March chargeable to the 2023 Budget included, from the Operations Account, reimbursements for tips to AGM servers and for lunches during a working meeting of the Mentoring Committee.
- The final accounting for 2023 (barring discovery of errors or omissions) show, for the Operations Budget, total expenditures of \$44,108 against an approved Budget of \$60,455 and, for the History of USAID Budget, total expenditures of \$11,230 against an approved budget of \$11,500.
- Disbursements in March chargeable to the 2024 Budget totaled \$2,238 and included, from the Operations Account, reimbursements for the costs of Winterfest and payment of fees to Constant Contact and Click & Pledge.

B. Membership Statistics.

Barbara Bennett reported that, through March 31:

- The total number of registrants for the year was 1,307, 27 more than on the same date in 2023.
- The total number of contributors for the year was 303, 33 fewer than on the same date in 2023.
- The total number of "Friends of UAA" (contributors whose contribution was \$100 or more) was 133, 3 more than on the same date in 2023.

The MemCom will be looking into the reasons for the decrease in the number of contributors.

Carol Dabbs called the ExCom's attention to the new, simplified format that the MemCom will be using to report membership statistics, which will make clear the difference between "contributors" and "contributions." Barbara will arrange for the final Membership and Contributions Summary for March to be distributed to the ExCom when it is ready.

Oren Whyche-Shaw noted that her MemCom task force will soon begin identifying ways to increase membership, and to make the membership more inclusive. For example, why do more retired Foreign Service Officers join UAA than retired civil servants (and other retired USAID employment categories), and what measures can be taken to encourage those GS retirees to join?

3. **ISSUES**

A. Implementation Plan and Budget Reviews.

The UAA Strategic Plan calls for a mid-year review and, if necessary, revision of the approved Implementation Plan (IP), so that the revised IP can serve as the basis for preparation and adoption of the Annual Report prior to the AGM.

Joy Riggs-Perla reminded the committee co-chairs that the Board will consider proposed changes to the IP at its meeting on **Thursday, May 2**, and present a revised IP to the ExCom for discussion at its meeting on **Thursday, May 16** meeting. Accordingly, co-chairs should review their committee's existing IP (emailed by Roberta Mahoney on April 18), and email each proposed change, along with a brief explanation of the rationale for the change, to Joy **not later than COB on Monday, April 29**. Joy will need to quickly enter the proposed changes in the matrix and forward the matrix to the Board. As Joy will have only two days to update the matrix, co-chairs are encouraged to adhere to the deadline.

Roberta will email the IP again for the convenience of those EC members who did not save a copy.

On or about **May 18** Carol Dabbs will contact the co-chairs to request changes to committee budgets necessary to implement the revised IP. Accordingly, those proposed changes must be submitted to Carol on or before **Monday, May 27**, using a format that she will provide. Carol will then consolidate the proposed changes, and present them, with her recommendations, to the Board at its **Thursday, June 6** meeting. The Board will present a revised Budget for discussion at the **Thursday, June 20**, ExCom meeting.

ACTION ITEM: Roberta will send a reminder to the co-chairs, again attaching the current IP. She cautioned that, because the current IP is in pdf format, co-chairs should not try to edit the matrix but should send their proposed changes separately.

B. Quarterly Meeting with USAID.

Chris Milligan reported on the upcoming quarterly meeting with DA Paloma Adams-Allen and other USAID senior staff regarding the USAID/UAA MOU.

[Sharon Pauling and Jim Bever joined the meeting.]

Chris announced that DA Adams-Allen was leaving USAID at the end of May. She has invited the Board to a 15-minute "farewell" meeting on **Monday, April 22**. Chris suggested that, at the meeting, the Board Co-Chairs (i) thank the DA for her support for UAA initiatives — e.g., assistance to displaced FSNs, the Retirement Ceremony — and her participation at UAA events, including the AGM, and (ii) express our hope that the momentum continue. Jim Bever suggested that the Co-Chairs also thank the DA for LPA's leadership in developing the updated Speaker's Kit.

ACTION ITEM: On behalf of the Board, Roberta Mahoney will prepare and forward a letter of appreciation to DA Adams-Allen before the farewell meeting.

C. April 4 Board Meeting.

Chris Milligan reported on the actions taken by the Board at its April 4 meeting and, at the same time, emailed the aide-memoire he prepared. The Board—

- Discussed in detail issues relating to committee leadership — including different models of co-chair engagement; current co-chair vacancies (AGM, DIC, and Public Outreach); and the general lack of leadership depth at the committee level.
- Reviewed the Core Process on "UAA Committees," covering the roles and responsibilities of committee co-chairs by the Board; recruitment of committee members by committee co-chairs; and designation by committee co-chairs of a member to act in their stead when they cannot attend an ExCom meeting or they anticipate an extended period of absence.
- Considered possible ways of generating greater interest in committee activities through the newsletter and at UAA social events.
- Agreed that the AGM Committee will coordinate with the Social Events Committee on Sonali Korde's address at the Spring Reception to ensure that it connects with the theme of this year's AGM topic.
- After receiving report from Miles Toder on options for innovative fundraising, agreed to schedule a follow-on discussion led by the MemCom on revising UAA dues and possibly charging fees for UAA events fee structure.

[Christine Sheckler and Roberta Mahoney joined the meeting;
Carol Dabbs left the meeting.]

D. Implications of Engagement with USAID.

On the proposed USAID Strengthening Committee, the consensus view was that a new committee is not advised at this time. According to Chris, the window for moving ahead during the current administration may already have closed, due in part to the departure of agency counterparts, but also to a lack of availability and interest at UAA.

However, Jim Bever maintained that it was still possible to get some kind of formal recognition of a UAA role in USAID's strengthening initiative. He plans to speak to our remaining agency counterparts about the Retirement Ceremony and, at the same time, try to determine the current status of the strengthening initiative for SFS and FS employees.

[Nancy Tumavick joined the meeting.]

4. **COMMITTEE REPORTS.**

A. Mentoring.

Sharon Pauling reported on the status of the Mentoring Program's most recent cohort.

- There are 68 mentor/mentee pairs in the current cohort, not 70 as originally reported. A handful of mentor/mentee pairs were late in starting (illness, workload, etc.) but seem to have recovered. Sadly, one mentee (Sarah Crites) died.

- The committee (Sharon and Corey) will conduct a mid-cycle review of the program before the end of April, asking how things are going, how was the training, etc.

Denise noted that a few mentors have expressed interest in learning more about the agency's FSO and SFO evaluation systems.

B. Awards.

In Bette Cook's absence, Barbara Bennett reminded the ExCom that nominations for the 2024 award cycle must be submitted to Bette by July 31. Already at least one candidate has been identified. She suggested that, after a decent interval, Bette can be contacted for additional information.

C. History of USAID/ADST.

Carol Peasley reported that—

- The ADST oral history cooperative agreement is going forward smoothly.
- A UAA team of Jim Michel, Alex Shakow and Carol met with officials at the American University Archive, and determined that the internship program is also going forward smoothly.

Carol reminded the ExCom of the DACOR event featuring DA Isobel Coleman, scheduled for Friday, May 17.

D. Social Events.

On behalf of the Social Events Committee, Karen Freeman confirmed that the Spring Reception will take place on Thursday, June 13, at DACOR-Bacon House. Sonali Korde, Assistant Administrator for Humanitarian Assistance, will be the keynote speaker. Other upcoming events include :

- On Tuesday, June 4, the John Legend concert at Wolf Trap — a self-pay event.
- On Sunday, June 23, the FSN Family Picnic.
- On Saturday, September 7, the UAA Summer Picnic at our customary spot in Fort Hunt Park in Virginia.

Denise Rollins added that the FSN Family Picnic is being organized independently by Clinton White and agency employees for FSNs currently residing in the United States. Around 800 picnickers are expected.

E. Annual General Meeting.

Terry Brown reported on preparations for the 2024 Annual General Meeting.

The theme of the AGM is "The Connection Between Development Assistance and Humanitarian Assistance." The committee is in the process of identifying a keynote speaker and panelists, and asks that recommendations be forwarded to the committee.

F. Public Outreach.

Christine Scheckler reported for the Public Outreach Committee.

- The committee has expanded and now includes Tony Chan, Georgia Sambunaris, Barbara Ellis, and Dottie Rayburn, with Jim Bever as a member *ex-officio*.
- Jim is seeking more support from LPA on the PowerPoint portion of the Speaker's Kit.

- Roberta Mahoney gave a presentation on international development and U.S. foreign policy to the Road Scholar meeting in Washington DC, sponsored by AFSA.
- Miles Toder is holding an event at The Villages in Florida in connection with a meeting of the FSRA. About 100 USAID retirees are members of FSRA.
- Christine announced that the Agency has reestablished the Hometown Diplomat program.

G. Membership.

Barbara Bennett reiterated the MemCom's intention to look into the apparently slow pace of membership renewal during January/March.

H. Development Issues.

On behalf of the DIC, Gail Spence—

- Confirmed that DA Isobel Coleman will be the guest speaker at DACOR-Bacon House on Monday, May 13. We will prepare with DA Coleman before the event.
- The Committee is soliciting ideas for further events, such as a discussion of "localization" (perhaps facilitated by Patrick Fine), and a session on the social and economic origins of the crisis on our southern border with Ambassador Abelardo Valdez.

Karen Freeman also noted a DACOR-sponsored lunch on Venezuela, scheduled for Wednesday, May 8. UAA members are invited to attend.

5. **OTHER BUSINESS.**

A. System and Administrative Issues.

- Nancy Tumavick reported that the April newsletter was the thinnest in UAA history. She encouraged Ex-Com members to submit materials for the May newsletter to reverse this trend. The May newsletter is scheduled for publication on Monday, May 6; so that submissions are due by COB on Sunday, April 28.
- Stu Callison will be on jury duty starting April 22.
- Ken Yamashita is off to India for a week to provide pro-bono mentor support (using Invitational Travel) to his mentee.
- The Mission Director and Chief of Mission conferences are scheduled for June.

B. Schedule/Venue of Future Meetings.

The schedule of upcoming meetings:

- Board: **Thursday, May 2**
- ExCom: **Thursday, May 16**

C. Other Upcoming Events (see website for details):

- **Monday, May 13: USAID Deputy Administrator Isobel Coleman** will join us for a UAA/DACOR hybrid lunch at DACOR to reflect on the first three years of the Biden Administration's USAID programs and

U.S. foreign policy objectives. DA Coleman will be engaged in conversation by former USAID Counselor (and current UAA Board member) **Chris Milligan**.

- **Tuesday, June 4: John Legend concert at Wolf Trap.** A group is purchasing lawn seats for the concert. The concert will begin at 8:00 p.m.; plan to arrive around 6:30 p.m. to park and have a picnic dinner on the lawn. For those interested, purchase tickets on the wolftrap.org website and let Margot Ellis (ellis-margot@gmail.com) or Karen Freeman (ugandakaren@hotmail.com) know that you are coming.
- **Thursday, June 13: UAA Spring Reception,** from 3:00 to 5:00 p.m. at DACOR Bacon House — a hybrid event with appetizers and drinks onsite and virtual for UAA members outside the DMV area.
- **Wednesday, July 31: Annual "Development Wallahs" Picnic,** in Rochester, Vermont, at noon, hosted by Anne Aarnes, David Sprague, Ann and Mike Van Dusen, Connie Carrino, Jeff Sharat, and Margaret Neuse. All are welcome, including alumni who may be visiting New England in late July. For more information and to express interest in attending, contact Ann Van Dusen (avandusen4@gmail.com) and/or Anne Aarnes (ahaarnes@hotmail.com).

6. **ADJOURNMENT.**

A motion to adjourn, duly seconded, was adopted by the Board by unanimous vote, and the meeting adjourned at approximately 11:30 am.

Respectfully submitted,



Robert Sonenthal
Assistant Secretary

Approved: June 20, 2024.

Attachments:

- A. UAA Financial Report as of March 31, 2024
- B. UAA 2023 Operating and History Budget Report (through March 31, 2024)
- C. UAA 2024 Operating and History Budget Report (through March 31, 2024)

ATTACHMENT A

**UAA FINANCIAL REPORT
AS OF MARCH 31, 2024**

(U.S. Dollars)

	Balance 02/29/2024	Deposits	Disburse- ments	Balance 03/31/2024
UAA Operations Account				
Checking Account	18,153.64	4,402.92	6,756.39	15,800.17
Savings Accounts	69,944.06	0.00	0.00	69,944.06
Total Operations Member Acct	88,097.70	4,402.92	6,756.39	85,744.23
UAA History Project Account				
Checking Account	3,467.30	0.00	0.00	3,467.30
Savings* Accounts	50,219.23	0.00	0.00	50,219.23
Total History Project Member Acct	53,686.53	0.00	0.00	53,686.53
UAA Total Bank Accounts				
Checking Accounts	21,620.94	4,402.92	6,756.39	19,267.47
Savings* Accounts	120,163.29	0.00	0.00	120,163.29
Total LFCU Accts	141,784.23	4,402.92	6,756.39	139,430.76

* Includes both Main Savings and Premier Savings Accounts

04/17/2024

ATTACHMENT B

**UAA 2023 OPERATING AND HISTORY BUDGET REPORT
(THROUGH MARCH 31, 2024)**

	2023 Budgets as approved 10/05/2023	January	February	March	April	May	June	July	August	September	October	November	December	Paid Jan '24 - March '24	Thru latest month	Remaining approved 2023 budget	Comments
UAA 2023 OPERATIONS BUDGET																	
Revenue																	
Revenue by Source																	
Click and Pledge (from C&P Settlement Statements)	41,000	6,075	3,200	3,550	1,250	2,050	1,775	1,090	800	5,475	2,075	475	2,605	NA	30,420	10,580	
Checks (recorded when received)	2,000	925	225	1,100	0	0	0	0	25	230	100	0	5,000	NA	7,605	-5,605	
Interest on LFCU ops acct deposits	tbd	18	0	0	17	0	0	20	0	0	19	0	0	NA	75	NA	
REVENUE TOTAL	43,000	7,018	3,425	4,650	1,267	2,050	1,775	1,110	825	5,705	2,194	475	7,605	0	38,099	4,975	
Expenditures																	
Expenditure Items and Categories																	
Annual General Meeting (program)																	
Awardees & Speaker Travel	658														0	658	
AGM Catering Services	6,000										5,740			127	5,867	133	tips for servers, re-printing programs due to panelist changes
Costs to host virtually or hybrid	492												448	44	492	0	
Sub-Total, AGM program	7,150	0	0	0	0	0	0	0	0	0	5,740	0	448	171	6,359	791	
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	0	0	0	0	0	0	0	0	0	0	0	0	500	
Membership Committee																	
Retirement Ceremony	750						676							0	676	74	
USAID Day at DACOR	0													0	0	0	
Alumni Awards Brochure Printing	300 300			300										190	190 300	110 0	
Administrative Assistant	3,080								924	286	160			292	1,661	1,419	
R2M Expenses	10						10								10	0	
Sub-Total, Membership Committee	4,440	0	0	300	0	0	686	0	924	286	160	0	0	481	2,837	1,603	
Mentoring Committee (name changed from USAID Strengthening in November 2022)																	
Administrative Assistant Technical Assistance & Facilitator Travel for Virtual Training	4,918 0														0 0	4,918 0	\$82 moved to Other
Other	82													82	82	0	Lunch during Committee meeting to match mentors/mentees
Sub-Total, Mentoring Committee	5,000	0	0	0	0	0	0	0	0	0	0	0	0	82	82	4,918	
Public Outreach Committee																	
Public Outreach Materials Production	2,000														0	2,000	
Travel to establish alumni branches	2,000			478			891								1,369	631	
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	
Sub-Total, Public Outreach Committee	7,000	0	0	3,478	0	0	891	0	0	0	0	0	0	0	4,369	2,631	

Social Events Committee																	
Winterfest	1,203			1,203										1,203	0		
Spring Reception	4,085				100			3,617						3,717	368		
Summer Picnic	1,000		425										204	629	371		
Other Social	997													0	997		
Sub-Total, Social Events Committee	7,285	0	425	1,203	100	0	0	3,617	0	0	0	0	0	204	5,549	1,736	
Administrative Costs																	
Systems Manager	20,000			4,800			3,325		3,564		1,728		5,352	875	19,644	356	
Website: Web Master	1,250														0	1,250	
Domain Hosting	1,000	144					408				84	200	40		876	124	
Constant Contact	900	70	70	70	70	70	70	81	81	81	81	81	81		906	-6	
Survey Monkey Subscription--1 year	470						496								496	-26	
Zoom subscription	160										157				157	3	
Bank Charges: Click & Pledge, transfer fees	2,100	304	163	184	70	116	99	65	51	286	46	41	175		1,598	502	
Liability Insurance	500									500					500	0	
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		1	1		14		2		84	216	
Sub-Total Administrative Costs	28,080	533	236	5,100	140	837	4,398	147	3,696	867	2,110	322	5,650	875	24,911	3,169	
Contingency	1,000																1,000
ROUTINE EXPENDITURES TOTAL	60,455	533	661	10,082	240	837	5,974	3,764	4,620	1,153	8,009	322	6,098	1,814	44,108	16,347	
REVENUE MINUS EXPENDITURES	-17,455	6,485	2,764	-5,432	1,027	1,213	-4,199	-2,655	-3,795	4,552	-5,815	153	1,507	-1,814	-6,009	-11,446	

UAA 2023 HISTORY PROJECT BUDGET																	
Revenue																	
Interest on Savings Accounts	325	309	0	0	483	0	0	492	0	0	502	0	0		1,787	-1,462	
Royalties on Enduring Struggle	0	0	0	0	0	0	0	311	0	0	0	0	0		311	-311	
Sub-Total, History Project Revenue	325	309	0	0	483	0	0	803	0	0	502	0	0		2,098	-1,773	
Expenditure Items																	
History Committee																	
Enduring Struggle	500	0	0	0	0	0	0	0	230	0	0	0	0	0	230	270	
ADST support	1,000	0	0	0	0	0	0	0	0	0	1,000	0	0	0	1,000	0	
AU Archives Internship Program	10,000	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000	10,000	0	
Sub-total, History Project Expenditures	11,500	5,000	0	0	0	0	0	0	230	0	1,000	0	0	0	11,230	270	
*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

4/17/2024

ATTACHMENT C

**UAA 2024 OPERATING AND HISTORY BUDGET REPORT
(THROUGH MARCH 31, 2024)**

	2024 Budget as approved by Board 12/14/2023	January	February	March	Thru latest month	Remaining approved 2024 budget	Comments
UAA 2024 OPERATIONS BUDGET							
Estimated Revenue by Source							
Click and Pledge (from C&P Settlement Statements)	40,000	6,350	10,360	2,705	19,415	20,585	
Checks (recorded when received)	2,728	500	1,225	50	1,775	953	
Savings Acct Interest (recorded when deposited)	75	18	0		18	57	
ESTIMATED REVENUE TOTAL	42,803	6,868	11,585	2,755	21,208	21,595	
Routine Expenditure Items and Categories							
Annual General Meeting (program)							
Awardees & Speaker Travel	1,000				0	1,000	
AGM Catering Services	7,500				0	7,500	
Support Costs	750				0	750	
Sub-Total, AGM program	9,250	0	0	0	0	9,250	
Development Issues Committee							
Arizona State University or Other	500				0	500	
Other	0				0	0	
Sub-Total, Development Issues Committee	500	0	0	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		561		561	4,239	
R2M expenses	10				0	10	
Sub-Total, Membership Committee	6,160	0	561	0	561	5,599	
Mentoring Committee							
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	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 (pay 1st quarter)	1,000				0	1,000	
CGD (pay 1st quarter)	1,000				0	1,000	
USGLC General Membership (pay October 15 or later)	1000				0	1,000	
Sub-Total, Public Outreach Committee	7,000	0	0	0	0	7,000	
Social Events Committee							
Winterfest	2,076			2,076	2,076	0	\$576 moved here from Other Social
Spring Reception	4,200				0	4,200	
Summer Picnic	600	425			425	175	
Other Social	424				0	424	\$576 moved to Winterfest
Sub-Total, Social Committee	7,300	425	0	2,076	2,501	4,799	
Administrative Costs							
Systems Manager	21,650		4,375		4,375	17,275	
Website: Web Master	2,400				0	2,400	
Domain Hosting	1000	144			144	856	
Constant Contact	975	81	81	81	243	732	
Survey Monkey Subscription--1 year	500				0	500	
Zoom subscription	160				0	160	
Bank Charges: Click & Pledge, tranfer fees	2,100	375	582	170	1,127	973	
Liability Insurance	500				0	500	
D & O Insurance	750				0	750	
Tax Preparation	650				0	650	
Office Supplies, mailing costs, parking to pick up mail at DACOR	300	3	0	1	5	295	
Sub-Total Administrative Costs	30,985	603	5,038	252	5,894	25,091	
Contingency	1,490				0	1,490	
OPERATIONS EXPENDITURES TOTAL	67,685	1,028	5,599	2,328	8,955	58,730	
REVENUE MINUS OPERATIONS EXPENDITURES	-24,882	5,839	5,986	427	12,252	-37,134	

UAA 2024 HISTORY PROJECT BUDGET							
Revenue*							
Interest on savings accounts (recorded when paid)	1,787				0	1,787	
Royalties on <i>Enduring Struggle</i>	300				0	300	
Sub-total, History Project Revenue	2,087	0	0	0	0	2,087	
Expenditure Items							
History Committee							
<i>Enduring Struggle</i>	500				0	500	
ADST support	0				0	0	
AU Archives Internship Program	5,000				0	5,000	
Sub-total, History Project Expenditures	5,500	0	0	0	0	5,500	
*History Project funded by specific donations in prior years; no expected revenue other than interest and royalties on <i>Enduring Struggle</i> .							

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