

MINUTES
of the
UAA EXECUTIVE COMMITTEE MEETING^[1]
Thursday, September 18, 2025
10:15 am–12:15 pm

The Executive Committee ("ExCom") of the USAID Alumni Association ("UAA") met via Zoom on Thursday, September 18, 2025, 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

Tony Chan, Co-
Chair
Roberta Mahoney

Chris Milligan
Tony Pryor
Denise Rollins

Absent

Ken Yamashita,
Co-Chair

OFFICERS/COMMITTEE CO-CHAIRS

Present

Terry Brown
Carol Dabbs
(Treasurer)
Karen Freeman
Steve Haykin
Beth Hogan

David McCloud
Joy Riggs-Perla
Sharon Pauling
Carol Peasley
Dani Roziewski^[2]
(Asst. Treasurer)

Christine Sheckler
Alex Shakow
Gail Spence
Rob Sonenthal
(Asst. Sec.)
Steve Wingert

Absent

Margot Ellis

SENIOR ADVISORS

Present

Nancy Tumavick
(Communications)

Miles Toder
(Regional Outreach)

Absent

WEBMASTER

Stu sonson

SYSTEMS MANAGER

Absent

GUESTS

Jim Bever
James Redder

Barbara Turner

^[1] These minutes benefited from decision notes prepared by Steve Haykin of the Development Issues Committee, and comments on early drafts by Denise Rollins, Tony Chan, and Carol Dabbs. The contributions of these ExCom members are gratefully acknowledged. [RBS]

^[2] Joined in progress.

MEETING CHAIR

Roberta Mahoney

* * * **

Tony Chan called the meeting to order at 10:15 a.m. He noted that (a) a quorum of the Board was present; (b) Steve Haykin of the Development Issues Committee would be recording the decisions reached during the meeting; and (c) the Social Events Committee would be responsible for recording the decisions at the October 16 ExCom meeting.

1. **RECENT BOARD DECISIONS**

Denise Rollins reported that the Board made the following significant decisions at its regular meeting on September 4:

- The Board has returned to its regular meeting schedule, meeting once each month on the first Thursday of the month, with regular ExCom meetings taking place on the third Thursday of the month.
- At the October 31 AGM, in lieu of the annual Alumni of the Year awards, UAA will recognize many of the groups that provided support to USAID employees terminated after January 20.
- The demise of USAID requires that we prepare a revised Strategic Plan, beginning after the AGM. Tony Chan is drafting terms of reference for this process.
To assist in that effort, the Board has organized two "listening sessions," and invited new UAA members to attend — especially terminated USAID staff who recently joined UAA. The second "listening session" will take place this afternoon.
- Dani Roziewski was appointed Assistant Treasurer. Dani will work with Treasurer Carol Dabbs through the 2026 AGM, at which point Dani will succeed Carol as Treasurer.

Carol Dabbs reminded the ExCom that the UAA Bylaws call for the preparation of an Annual Report for presentation to the membership at the AGM. Tony Chan has agreed to prepare and circulate an initial draft.

2. **MINUTES.**

Motions to approve the minutes for the **January 16** and **July 17** ExCom meetings, each duly seconded, were approved by the Board by unanimous vote.

Rob Sonenthal noted that there were still no minutes for the **February 20** ExCom meeting (which Rob did not attend). ExCom members were asked to check their files for notes or talking points from the February 20 meeting so that minutes can be prepared.

3. **FINANCIAL/BUDGET, NEWSLETTER, AND MEMBERSHIP REPORTS.**

A. Financial and Budget Reports.

Carol Dabbs called attention to reports that she had previously circulated to the ExCom: Financial Reports for July and August 2025 (Attachments A and B), and the 2025 Budget Report through August 31, 2025 (Attachment C). Carol noted, in particular, that—

- The total end-of-August balance in UAA's accounts at LFCU was just under \$143,000 — including roughly \$90,000 in the Operations Account and roughly \$53,000 in the History of USAID Account.
- In July and August, we received a total of \$4,402 in member contributions via Click & Pledge, including—
 - 168 contributions in July, of which 97 were at the \$1.00 dues rate for 2025 made available to recently terminated USAID staff; and
 - 46 contributions in August, of which 25 were at the \$1.00 dues rate.^[3]
- July/August expenditures included: storage costs for the USAID paraphernalia recently rescued from the RRB and Quantico; costs from the Spring Reception; compensation for the System Manager; and fees for Click & Pledge (higher than normal due to the surge of new members) and Constant Contact.
- We received \$512 in annual royalties from sales of *The Enduring Struggle*, which we deposited in the History of USAID Account at LFCU
- We received two checks for \$500 made out to UAA. Based on the names of the senders, Barbara Turner was able to identify one as having been intended for the USAID Staff Financial Support Fund. With Barbara's help, Carol was able to reach that donor, explain the situation, and arrange for a separate check to be made out to and sent to the Greater Washington Community Foundation, which collects and disburses our grant funds.

B. Newsletter/Website.

Nancy Tumavick reminded the ExCom that the October newsletter, to be published on Monday, October 6, will focus on the impending 2025 AGM. All materials to be included in the newsletter should be delivered to Nancy at least one week in advance — i.e., by Monday, September 29. As is customary, Nancy will send the ExCom an email reminder.

Nancy added that committee co-chairs need to review and, if necessary, request that Stu Callison update their entries on the UAA website in the Get Involved tab, UAA Committees sub-tab to reflect any changes in committee personnel. They should also check the names and email addresses in the ExCom portion of the website.

C. Membership Statistics.^[4]

Carol Dabbs was able to report that, as of the end of August, we had 864 contributing members, an increase of 110% over the number for last year at this time. The number of registrants has reached 2389, an increase of 78% during the same period.

Tony Pryor reported that he had recently reached out to the registrants listed on the UAA website, encouraging them to join UAA as contributing members. He suspects that, among the new members recorded in July and August, there may be registrants who responded to his email, but he cannot be sure without comparing the registrant list to the new member list.

Nancy Tumavick noted that only UAA members in good standing may attend the AGM. Therefore, we need to check that each person who tries to register has paid membership dues for 2025 not later than October 15. To that end, the System Manager will be comparing the list of registrants to the list of paid-up members for 2025.

^[3] One of the 25 contributions came from a recently terminated USAID employee who, although eligible for the special \$1.00 dues rate, nevertheless contributed \$15.00.

^[4] For a summary of membership activity through August 31, 2025, see UAA Membership/Registrants Report, December 1, 2024—August 31, 2025 (Attachment D).

D. Elections Update.

Tony Chan reported an email was sent to UAA members reminding them of the pending election to fill seats on the UAA Board and indicating that members can submit their votes on-line through October 15.

4. **RESPONSE TO ONGOING EVENTS**

A. USAID Staff Support Fund.

David McCloud reported on the status of UAA's USAID Staff Financial Support Fund ("Fund").

David described the procedure for review and approval of grant applications: Applications are first reviewed by the Fund team to determine eligibility. Those determined to be eligible are then scored using criteria that focus on the applicant's need and current financial status. Scored applications fall into one of two categories. Those that meet or exceed a minimum score are approved and, depending on the availability of funds, are submitted to GWCF for funding. Those that do not meet the minimum score are given a "second review" by a team of three UAA evaluators that focuses on the applicants' descriptions of special needs and circumstances. "Second review" applications receive amended scores which determine their ranking within the "second review" set. Some grant funds are reserved for highly ranked "second review" applications. The fund team submits all grant requests to GWCF which then follows its own procedures for grant approval and disbursement. Because GWCF is itself a 501(c)(3) tax-exempt organization, it must be satisfied that the proposed use of grant funds is consistent with its tax-exempt purpose. GWCF has never rejected a grant request submitted by the Fund team.

As of the date of this meeting, (i) we have received donations totaling approximately \$257,000 to the Fund's account at the Greater Washington Community Foundation (GWCF), and (ii) the UAA evaluators have approved 108 grant applications, representing a total of \$216,000 in grant funding. An additional \$10,000 has been set aside to cover fees and other contingencies, leaving roughly \$31,000 available for additional grants, \$20,000 of which has already been committed. Depending on the receipt of additional donations, a second round of grants would include consideration of first-round applications that were deemed eligible but were not funded, along with newly submitted applications.

The overall review process has been taking roughly one month. Because the program experienced a significant increase in applications the end of August/beginning of September (we received 74 applications in one week), processing was delayed, particularly within GWCF. As a result, grant disbursement has been slower than planned. To address the problem, GWCF has assigned an extra person to the UAA program. We now have access to a new real-time tracker of progress at GWCF, and have confidence that the approved applications we send are flowing through GWCF's processes.

[Dani Roziewski joined the meeting.]

Barbara Turner reported on past efforts to solicit donations to the Fund, and future possibilities. At this time, only about 10% of UAA members have donated; not all EC members have donated. Examples of other potential donors include: all UAA registrants; Peace Corps volunteers; organizations such as the Society for International Development, the U.S. Global Leadership Council, and the International Health Section of the American Public Health Association; private foundations (Rockefeller, Packard); and through person-to-person contact, especially with former USAID colleagues — given that the demand for emergency support is likely to persist.

Additional fundraising suggestions:

- preparing a set of talking points and a program flyer (Christine Sheckler);

- announcing to the public an ambitious fundraising goal and publicizing our progress ("We're now halfway to our \$1,000,000 goal . . .") (Oren Wyche-Shaw); and
- engaging a professional fundraiser (Tony Chan).

Barbara stressed the need for additional Board involvement in this fundraising effort.

B. Annual General Meeting.

Steve Wingert reported on planning for the 2025 AGM:

- Thus far, ninety-five (95) members have registered to attend the AGM
- A number of registrants have not yet paid their 2025 membership dues — including three ExCom members (!) and three others. To attend, 2025 membership dues must be paid not later than October 15.
- With respect to AGM guests, the Board consensus is to invite fewer outside guests in order to allow more members to attend. Roberta Mahoney and Tony Chan have agreed to propose guidelines for choosing whom to invite. Christine Sheckler urged that guest list reflect UAA's interests — for example, its interest in fundraising (*i.e.*, include past and potential contributors) and in strengthening relationships with potential partner organizations. Please send suggestions for guests to Joy Riggs-Perla.
- At Roberta's suggestion, the Board will meet separately on guest invitations.

The ExCom then discussed the "Recognition Ceremony" that is intended to replace the individual alumni awards this year.

- Tony Chan stressed the need to agree on the criteria we will use to identify the organizations to be recognized, and asked the ExCom to recommend organizations that might satisfy those criteria, ranked in the order of priority.
- Chris Milligan pointed out that, because of the ceiling on the number of in-person attendees, we will probably need to limit the number of organizations we recognize — since each of them will want to have a representative present.
- Tony Pryor suggested that we recognize the various support groups within UAA, such as the airport greeters.
- Steve Wingert urged the Board to keep in mind the need to fit the Recognition Ceremony into the already tight AGM schedule, since each "recognition" is likely to consume a considerable chunk of time.
- Carol D recommended that the recognition, especially of non-members, take place before the members-only portion of the agenda, so they don't have to wait for that to conclude.

Steve Wingert then posted a screenshot of the proposed AGM agenda, and noted the following highlights:

- Jim Kunder will deliver the keynote address immediately after a brief greeting by the CGD President.
- The panel on the future of international development will take place immediately after the keynote address. The panelists will include Andrew Herscowitz, former Coordinator of Power Africa, a public/private partnership, currently at the Rockefeller Foundation; Ndidi Okonkwo Nwuneli, CEO of the ONE Campaign; and Charles Kenny, a Senior Fellow at CGD.
- After a break, 30-45 minutes will be devoted to presentation of the UAA Annual Report, announcement of the Board election results, and, instead of the Annual Awards ceremony, a "Special Recognition Event" that will focus on alumni groups that have provided support to recently terminated USAID staff, including returning FSOs. The event details, including the award criteria and the specific groups to be honored, remain to be identified. Christine suggested that a list of donors to our

grant fund be shown at the AGM. Roberta agreed. Joy indicated this could be part of the Chairs' remarks.

- The final session before lunch will be a members-only discussion of "The Future of UAA," led by the Board, for which awardees and guests will be asked to wait outside.

Joy Riggs-Perla reported that a discussion paper on "The Future of UAA" is currently in draft, and will be distributed to UAA members in advance of the AGM discussion. Questions about the draft should be addressed to Joy or to Steve.

Chris Crowley is organizing volunteers to work at the AGM, such as greeting our guests.

C. Public Outreach.

Christine Scheckler reported on regional activities for the Public Outreach Committee. She—

- Stressed the critical importance of assuring that the AGM is accessible on-line to alumni in the regions, and to West Coast alumni in particular. (Approximately 150 USAID alumni in California — including Los Angeles, the Bay Area, and Sacramento — have signed up to attend AGM "watch parties.") The relevant internet connections should therefore be tested well in advance of the meeting, and should allow for on-line participation. She is willing to assist in that effort.
- Recommended "SoftPower/FulStories" (<https://www.softpowerfulstories.org/>), a weekly podcast which has featured interviews with USAID alumni.
- Reported on the West Coast activities of WACA, including those that took place in Berkeley, Orange County, and Santa Barbara.

Miles Toder reported on USAID alumni activities in Florida, including the recent renaming of the local "Foreign Service **Retirees** Association" as the "Foreign Service **Alumni** Association" since a growing number of former FSOs now residing in Florida are prematurely terminated rather than retired. Indeed, the percentage of FSAA members who formerly worked at USAID is rising, as is USAID's presence on the FSAA Board. He asked that a Board member visit the region in the near future.

D. Development Issues.

Alex Shakow reminded the ExCom of the UAA/DACOR Development Dialogue scheduled for Tuesday, September 30, featuring USGLC President and CEO Liz Schroyer discussing "How America Wins in the World."

Steve Haykin reported that Tod Preston, the Executive Director of MFAN, has been invited to participate in a DIC-sponsored event in November to follow up on the AGM discussion of the future of development assistance.

E. Social Events.

Denise Rolloins reported briefly on the Summer Picnic, which was an unqualified success. Approximately 433 people attended, of whom 324 registered in advance and 109 appeared at the door. The participants included USAID alumni, FSNs, PSCs and their guests. Around 100 photos from the picnic have been posted to Google. Planning for events around the AGM will be done next week.

5. **ADJOURNMENT.**

A motion to adjourn, duly seconded, was approved by the Board by unanimous vote. The meeting was adjourned at 12:15 noon.

Respectfully submitted,



Robert Sonenthal
Assistant Secretary

Approved: March 19, 2026.

Attachments:

- A. UAA Financial Report as of July 31, 2025.
- B. UAA Financial Report as of August 31, 2025.
- C. UAA 2025 Operations and History Project Budget Report through August 31, 2025.
- D. UAA Members/Registrants/"Friends" Contributions, December 1, 2024—August 31, 2025.

ATTACHMENT A

**UAA FINANCIAL REPORT
AS OF JULY 31, 2025**

(U.S. Dollars)

	Balance 06/30/2025	Deposits	Disburse- ments	Balance 07/31/2025
UAA Operations Account				
Checking Account	10,356.19	8,385.07	6,464.38	12,276.88
Savings Accounts	86,633.98	258.69	5,000.00	81,892.67
Total Operations Member Acct	96,990.17	8,643.76	11,464.38	94,169.55
UAA History Project Account				
Checking Account	924.22	0.00	0.00	924.22
Savings* Accounts	51,250.08	156.65	0.00	51,406.73
Total History Project Member Acct	52,174.30	156.65	0.00	52,330.95
UAA Total Bank Accounts				
Checking Accounts	11,280.41	8,385.07	6,464.38	13,201.10
Savings* Accounts	137,884.06	415.34	5,000.00	133,299.40
Total LFCU Accts	149,164.47	8,800.41	11,464.38	146,500.50

* Includes both Main Savings and Premier Savings Accounts

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ATTACHMENT A

**UAA FINANCIAL REPORT
AS OF AUGUST 31, 2025**

(U.S. Dollars)

	Balance 07/31/2025	Deposits	Disburse- ments	Balance 08/31/2025
UAA Operations Account				
Checking Account	12,276.88	807.39	4,860.94	8,223.33
Savings Accounts	81,892.67	252.91	0.00	82,145.58
Total Operations Member Acct	94,169.55	1,060.30	4,860.94	90,368.91
UAA History Project Account				
Checking Account	924.22	0.00	0.00	924.22
Savings* Accounts	51,406.73	157.14	0.00	51,563.87
Total History Project Member Acct	52,330.95	157.14	0.00	52,488.09
UAA Total Bank Accounts				
Checking Accounts	13,201.10	807.39	4,860.94	9,147.55
Savings* Accounts	133,299.40	410.05	0.00	133,709.45
Total LFCU Accts	146,500.50	1,217.44	4,860.94	142,857.00

* Includes both Main Savings and Premier Savings Accounts

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ATTACHMENT C

**UAA 2025 OPERATING AND HISTORY BUDGET REPORT
THROUGH AUGUST 2025¹**

	2025 Budget as approved by Board 07/03/25 (v8)***	January	February	March	April	May	June	July	August	Thru latest month	Remaining approved 2025 budget	Comments for current report
UAA 2025 OPERATIONS BUDGET												
Estimated Revenue by Source**												
Click and Pledge (from C&P Payout Report)	42,000	7,000	23,208	4,025	2,150	1,579	4,902	3,538	864	47,266	-5,266	168 July contributors, of whom 97 at \$1-10 rate; 46 August contributors, of whom 25 at \$115.
Checks (recorded when received)**	3,000	400	1,850	100	0	100	0	27	0	2,477	523	2 July contributors, of whom 1 was for \$2.
Savings Acct Interest (recorded when deposited)**	3,150	400	190	265	257	266	258	259	253	2,147	1,003	
Other Contributions	0	0	0	0	0	0	0	500	500	1,000	-1,000	July gift from Sevim & Eric Larsen Charitable Foundation; August gift from Babbit Family Charitable Fund.
ESTIMATED REVENUE TOTAL**	48,150	7,800	25,248	4,390	2,407	1,945	5,160	3,824	1,117	51,890	-3,740	
Expenditure Items and Categories												
Annual General Meeting (program)												
Awardees & Speaker Travel	1,000									0	1,000	
Alumni Awards	300									0	300	
AGM Catering Services	9,500									0	9,500	Est cover 170 attendees
Support Costs	750									0	750	
Sub-Total, AGM program	11,550	0	0	0	0	0	0	0	0	0	11,550	
Development Issues Committee												
Arizona State University or Other	500									0	500	

¹ No separate Budget Report for July 2025.

Other	0									0	0	
Sub-Total, Development Issues Committee	500	0	0	0	0	0	0	0	0	0	500	
Membership Committee												
Alumni Awards	0									0	0	
Membership Brochure Printing	300									0	300	
Membership Committee Administrative Assistant	2,400									0	2,400	
Sub-Total, Membership Committee	2,700	0	0	0	0	0	0	0	0	0	2,700	
Mentoring Committee												
Mentoring 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	0	0	0	0	0	5,000	
Public Outreach Committee												
Public Outreach Materials Production	2,000								540	540	1,460	Use some for USAID branded materials distribution
Travel to establish alumni branches	2,000									0	2,000	
Travel and attendance at WACA annual meeting	1,500									0	1,500	Travel & registration, no per diem
DACOR	1,000									0	1,000	
CGD	1,000									0	1,000	
USGLC General Membership (pay October 15 or later)	1,000									0	1,000	
Sub-Total, Public Outreach Committee	8,500	0	0	0	0	0	0	0	540	540	7,960	
Social Events Committee												
Winterfest	1,806			1,806						1,806	0	
Retirement Ceremony	0									0	0	
Spring Reception	6,000							5,717		5,717	283	
Summer Picnic	1,025	425								425	600	
AGM Wraparound	2,000									0	2,000	
Winter/Fall Social Event	2,000									0	2,000	

Other Social	1,250									0	1,250	
Sub-Total, Social Committee	14,081	425	0	1,806	0	0	0	5,717	0	6,142	6,133	
Administrative Costs												
Systems Manager	21,650	875		3,500		3,500	1,750		3,700	13,325	8,325	
Treasurer Assistant	0									0	0	
Website: Tech Support	1,200									0	1,200	
Domain Hosting	1,000	144					573			717	283	
Constant Contact	1,100	88	88	88	88	88	99	99	131	769	331	
Survey Monkey Subscription--1 year	500						496			496	4	
Zoom subscription	200						53			53	148	
Bank Charges: Click & Pledge, tranfer fees	3,300	400	1,249	234	164	114	312	251	82	2,806	494	
Transport and Storage of USAID branded and library materials***	3,800					2,648	646		465	3,759	41	
Liability Insurance	500									0	500	
D & O Insurance	1,000									0	1,000	
Tax Preparation	0									0	0	
Office Supplies, mailing costs	100	4	1	16	0			2		23	77	
Sub-Total Administrative Costs	34,350	1,511	1,338	3,838	253	6,351	3,928	352	4,378	21,948	12,402	
Contingency												
	1,500	0	0	0	0	0	0	0	0	0	1,500	
EXPENDITURES TOTAL												
	78,181	1,936	1,338	5,644	253	6,351	3,928	6,069	4,918	28,630	47,745	
REVENUE MINUS EXPENDITURES												
	-30,031									23,260		
UAA 2025 HISTORY PROJECT BUDGET												
Estimated Revenue*, **												
Interest on savings accounts (recorded when paid)	2,200	549	139	155	150	156	151	157	157	1,614	586	
Royalties on <i>Enduring Struggle</i> (recorded when received)	500	0						512		512	-12	
Sub-total, History Project Revenue	2,700	549	139	155	150	156	151	669	157	2,127	573	

Expenditure Items												
History Committee												
Enduring Struggle	0									0	0	
ADST support	0									0	0	
AU Archives Internship Program	5,000									0	5,000	
Sub-total, History Project Expenditures	5,000	0	0	0	0	0	0	0	0	0	5,000	
*History Project funded by specific donations in prior years; no expected revenue other than interest on those funds and royalties on <i>Enduring Struggle</i> .												
**Estimated Revenue is average of last 3 years.												
*** Board approved Storage Costs for USAID branded items and library on 5/15/25 at EC meeting. Added to Admin Budget here.												

ATTACHMENT D

UAA MEMBERS/REGISTRANTS/ "FRIENDS" CONTRIBUTIONS
DECEMBER 1, 2024—AUGUST 31, 2025
(includes comparative data for December 1, 2023—August 31, 2024)

REGISTRANTS

A. New registrants: August 2025	174
B. New associate registrants: August 2025	0
C. Registrants and associates removed: August 2025	1
D. (A+B+C) All registrants as of: August 2025	173
E. Total 2025 registrants: Dec.1, 2024 - August 31, 2025	2389
F. Total 2024 registrants: Dec.1, 2023 - August 31, 2024	1340
G. (E-F) 2024 Registrant growth/reduction	1049

MEMBERS

H. New contributing members: August 2025	46
I. Renewing contributing members August 2025	8
J. (H+I) Total contributing members: August 2025	54
K. Total 2025 contributors as of: August 2025	864
L. Total 2024 contributors as of: August 2024	402
M. 2025 "Friends" minimum \$100 as of: August 2025	281
N. 2024 "Friends" minimum \$100 as of: August 2024	174
O. (K+-L). 2025 contributor growth/reduction	444
P. % of contributor growth/reduction	110%

6 renewing contributing members paid repeat contributions in August. The total contributions received in August are 60. We received 31 new member contributions of \$1 each in August. And 198 contributions of \$1 between May and August.