

Minutes of the UAA Executive Committee Meeting
Thursday, January 21, 2016
10:30 AM – 12:30 PM
Conference Call (due to weather)

Board Members Attending: Carol Peasley, Tish Butler, Nancy Pielemeier, David Cohen, John Heard, Franklin Moore, George Hill

Committee Co-Chairs Attending: Jerry Wood, Alex Shakow, Nancy Tumavick, Frank Almaguer, Steve Giddings, Jim Michel (ex officio)

Committee Co-Chairs Absent: Ann Van Dusen, Bill Anderson, Jim Fox

Administrative Assistant: Ven Suresh

Meeting Chair: Tish Butler

1. Minutes:

The December Minutes were approved.

2. Finance and Membership Reports:

The December 31 Financial and Membership Reports was reviewed without comment.

The January 31 Financial Report is Attachment A.

The January 31 Membership Report is Attachment B.

3. Status of the Finance and Administration Committee:

- A decision was made that an F&A committee is needed. **George Hill was tasked** with identifying a person to chair the committee. A **notice also will be placed** in the upcoming newsletter.
- **Tish Butler will be given** signing authority on the UAA account at LFCU.

4. 2016 Plan and Budget

- Committee budgets still are missing. All info on this should be submitted NLT the first week in February. **Tish will send reminders** to Committee chairs.
- Goals for alumni registrations and memberships were discussed. There was a debate about the validity of current baselines. Possible goals discussed were 1000 registrations and 350 members.

5. Membership Survey

- The survey still has not gone out, due in large part to the absence of an updated Click & Pledge contributions link. A decision was made to disaggregate the survey from a contribution solicitation. Meanwhile, **George will complete** the C&P form update.
- **Carol Dabbs will produce** a report on the survey by the second week of February.

6. Insurance

- The need for UAA to have Directors and Officers (D&O) and events insurance was considered. Issues were need and cost. **George will investigate** further both types of coverage prior to the next EXCOM meeting.

7. Contribution to the SID Speaking Event

- There was broad agreement that the UAA \$500 contribution to this event was probably not necessary and did not establish a precedent for incurring such expenses in the future.

8. Meeting with A/AID Gayle Smith

- **Tish is drafting** a meeting request. Still required are: topics to be covered and who will participate. Possible topics include mentoring, the history project, and public outreach.
- Another possible subject to be raised would be Gayle's participation at the AGM.

9. AGM Topics

- George reported that AGM expenditures were within planning parameters. One issue remains outstanding.
- Due to a software SNAFU, only 19 replies were received to the survey on the AGM. **Ven will send** a report on what we have to Nancy P.
- The target date for the 2016 AGM is October 21. This will be verified with CGD.

10. Operating Committee Reports

• Membership:

- Need to verify that HCTM is providing new retirees with UAA info
- Winterfest will be held at the Eckerson home on February 20. A notice will go out in the next few days.
- Plans for late May or early June reception are not firm. Need to find a location other than a residence. This could have budget implications.
- The feasibility of combining the various member databases is still unclear. **David is to follow up** with webmaster Abalos.
- **MemCom will follow up** on providing a "thank you" note to contributing members.

• USAID Strengthening:

- Cohort 4 with 36 matches is launched
- A new webpage providing resources for mentors is now available at usaidalumni.org.

- Search for a new co-chair is ongoing.
- **Development Issues:** Various speaker and discussion events are planned.
- **Outreach:** A meeting was held with LPA. No details are available
- **History:** The search for financial support from a foundation continues.

Drafted by DC 1/17/16 update
Attachments:

A. Financial Report

Financial Report of the UAA as of January 31, 2016

❖ Balance as of end December, 2015	\$ 13,829.22
Member contributions received in January	\$ 6,900.00
• Disbursements for the month:	\$ 81.10
○ Web site	\$ 45.00
○ Misc.	\$ 36.10
❖ End January balance:	\$ 20,648.12

Note: UAA savings account: Balance \$10,277.44

B. Membership Report

UAA Membership and Contributions Summary January 1, 2016 – January 31, 2016

Includes 2015 Data for comparison

Alumni Directory Entries:

New alumni registrations, January 1 – January 31:	2
Total new alumni registrations for 2016 till January 31:	2
Total registered alumni till January 31 2016:	906
Total registered alumni till January 31 2015:	871

Newly registered alumni in January 2016:

- Lawrence Eicher
- Barbara Smither

Alumni whose names have been removed: deceased / unsubscribed:

- Sally Shelton-Colby (Unsubscribe reason: requested by alumnus)
- Peter Sellar
- Alexander Shapleigh
- Molly Gingerich (Unsubscribe reason : deceased)
- Peter Cody (Unsubscribe reason : deceased)
- Barbara Pillsbury (Unsubscribe reason : deceased)
- Dan Creedon (Unsubscribe reason : deceased)
- Kathleen O'Hara

Membership Contributions Summary:

Alumni contributions, January 1 – January 31:	102
Total number of contributors for 2016 till January 31:	102
Total number of contributors through Jan 2015:	45
Total number of \$100+ contributors, Jan 1 – Jan 31:	44
Total number of \$100+ contributors for 2016 to Jan 31:	44
Total number of \$100+ contributors through Jan 2015:	20