

Minutes of the UAA Executive Committee Meeting
Thursday, April 28, 2016
10:30 AM – 12:30 PM

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

Committee Co-Chairs Attending: Jose Garzon, Nancy Tumavick, Jim Fox, Alex Shakow

Committee Co-Chairs Absent: Ann Van Dusen, Bill Anderson, Steve Giddings Frank Almaguer, Jerry Wood

Administrative Assistant: Ven Suresh

Meeting Chair: Tish Butler

1. Minutes:

The March Minutes were approved.

2. Finance and Membership Reports:

- The February 29 Financial and Membership Reports were reviewed and approved.
- The March 31 Financial Report is Attachment A.
- The March 31 Membership Report is Attachment B.

3. Finance:

- The identification of candidates for the Co-Chairs of the Finance and Administration Committee is still outstanding. **George Hill will follow up.**
- George reported that a late fee of \$2203.85 was paid to the IRS. An "anonymous" donor covered this cost, though an appeal to the IRS could result in a refund. There was a discussion of the appropriateness of the cost being paid by a donor, an issue that will be resolved at a later date.
- Signatory authority for the UAA LFCU account will be vested in Carol, Tish and George.

4. Membership:

- The annual membership survey report drafted by Carol Dabbs was approved and has been posted to the website.
- Of note in the report are: 1) Over half the responses to the survey came from outside the DC area. 2) 80% view the website often. 3) The most popular events are the AGM and the Spring reception. Least popular is the picnic. **A decision on whether to continue holding the picnic will be made following that event this year.**
- The Spring Reception will be held on June 5 at DACOR. Senior USAID leadership will be invited, as will participants in the Mission Director Training Program.

5. Follow Up on March 16 Meeting with USAID Senior Staff

- An electronic copy of the UAA brochure has been sent to HCTM (at its request) for distribution.
- Tish and Jim M. attended a USAID meeting on a draft Local Systems Policy. **The DI Committee will prepare some written feedback to PPL.**
- As noted in last month's EXCOM, the Agency is establishing positions to be located in California and Atlanta. The main focus of these individuals will be outreach, constituency building and recruitment. **UAA will look into how alumni in those locales can be most helpful.**

4. AGM

- Nine historians (including four UAA members) have been invited. Seven responses have been received.
- There is a discussion on a possible session on lessons learned from previous change of Administration transitions.
- George is working on finalizing a contract with CGD for the use of their facilities.
- **There will be a need to purchase event insurance.**

5. The Need for D&O Insurance

- Prior to next month's EXCOM meeting, George and the Membership Committee will write up a list of pros and cons for purchasing D&O insurance and secure several cost estimates.

6. Operating Committee Reports

- **USAID Strengthening:** The committee is moving forward with plans for a program evaluation. David Sprague has volunteered to lead this effort. A final report is expected by August.
- **Development Issues:** At DACOR, on May 6, Don Steinberg will discuss USAID in the early days of Raj Shah's tenure. A second book review session, led by Jim Fox, is planned for May 26. A bibliography event will be held at DACOR on June 7, featuring a current USAID employee's discussion of his recent photographic work.

Attachments:

A. Financial Report as of April 30, 2016

❖ Balance as of end March, 2016		\$ 23,277.65
Member contributions received in March	\$ 1,110.00	
• Disbursements for the month:	\$ 1,227.04	
O Web site & Web master	\$ 675.00	
O Picnic reserve Park Service	\$ 475.00	
O Misc. Bank charges	\$ 77.04	
❖ End March balance:		\$ 23,160.61
Note: UAA savings account:		Balance \$10,280.00

B. Membership

UAA Membership and Contributions Summary
April 1, 2016 – April 30, 2016
Includes 2015 Data for comparison

Alumni Directory Entries:

New alumni registrations, April 1 – April 30:	5
Total new alumni registrations for 2016 till April 30:	17
Total registered alumni till April 30 2016:	918
Total registered alumni till April 30 2015:	Data not available (876 as of March 2015)

Newly registered alumni in April 2016:

- Frank Brecher
- John Huxtable
- Dr. Robert F Ichord Jr
- Reginah Kiti Kitiabi
- Peter Ewell

Alumni whose names have been removed: deceased / unsubscribed:

- None

Membership Contributions Summary:

Alumni contributions, April 1 – April 30:	13
Total number of contributors for 2016 till April 30:	182
Total number of contributors through April 2015:	Data unavailable (127 till 03/15)
Total number of \$100+ contributors, April 1 – April 30:	4
Total number of \$100+ contributors for 2016 to April 30:	71
Total number of \$100+ contributors through April 2015:	Data unavailable (46 till 03/15)

Contributions received in April 2016:

Friends of UAA: 4

Loc B Eckersley
Haven Wm North
Catherine Pajic
Neil Boyle

Contributing Members: 9

James Ward
Ken Lyvers
Frank Brecher
Robert Maushammer
Lloyd Feinberg
Allen Fleming
Michael Deal
Reginah M K Kitiabi
Peter Ewell