

MINUTES
of the
UAA EXECUTIVE COMMITTEE MEETING
Thursday, May 18, 2017
10:30 AM — 12:30 PM

The Executive Committee (the "Committee") of the USAID Alumni Association (the "UAA") met on Thursday, May 18, 2017, at the offices of Tetra Tech Inc., 1320 North Courthouse Road, Suite 600, Arlington, Virginia 22201.

The following UAA directors, committee co-chairs and staff members were present:

BOARD MEMBERS:

In person:

Tish Butler
Juan Buttari
George Hill
Franklin Moore
Carol Peasley

By video link/telephone:

John Heard
Barbara Seligman

COMMITTEE CO-CHAIRS:

In person:

David Cohen
Jim Fox
Steve Giddings
Alex Shakow
Rob Sonenthal
Nancy Tumavick
Jerry Wood

Absent:

Bill Anderson
Carol Dabbs
John Champagne
Jose Garzon
Nancy Pielemeier

ADMINISTRATIVE STAFF:

By video link/telephone::

Ven Suresh

MEETING CHAIR:

Tish Butler

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Tish Butler called the meeting to order at 10:30 a.m., and noted the presence of a quorum.

Juan Buttari informed the Committee that, due to illness, he is forced to take a leave of absence from his duties as co-chair of the Board and Board liaison to the Development Issues Committee. On behalf of the Committee, Tish wished Juan a full and speedy recovery, and assured Juan that his duties will be covered by other Committee members until he feels well enough to return, which we trust will be soon.

1. MINUTES.

Rob Sonenthal called the Committee's attention to final changes to the draft minutes previously circulated proposed by Tish Butler.

A motion to approve the minutes of the April 20, 2017 meeting — including Tish's proposed revisions — was duly seconded, and adopted without objection.

2. FINANCE AND MEMBERSHIP REPORTS.

A. George Hill called the Committee's attention to the UAA Financial Report as of April 30, 2017 (Attachment A):

- The end-of-April balance of \$22,661.86 was high compared to previous years, but does not yet reflect Spring Reception costs, and the annual insurance premium (approximately \$500.00).
- The reduction in the annual contribution for members located outside the Washington metropolitan area has reduced cash flow. But the reduction does not seem to have resulted in an increase in the number of out-of-town members, although it is still somewhat early in the year.

B. Nancy Tumavick reported on membership developments during the month of April 2017: (The April Membership Report will be circulated to the Committee after the meeting.)

- One new member joined in April — a disappointing response in light of the communications aimed at encouraging new members sent out in March.
- The number of membership contributions received through April this year is ahead of the number received through April 2016.
- Ongoing efforts to recruit new members include: contacts with individuals eligible to join UAA who attend the Spring Reception and upcoming UAA/DACOR functions; and outreach to recently departed USAID political appointees.
- There seems to have been an upsurge in retirements, although the cause is unclear. We continue to provide UAA brochures for distribution to Foreign Service retirees. We are also looking for other ways to approach recent retirees with information about UAA. For

example, Tish Butler represented UAA at a recent Senior Foreign Service retirement ceremony. Alex Shakow suggested that we consider encouraging recent retirees who have joined UAA to recruit for the UAA among their peers.

- We have not yet developed an effective approach to USAID personal services contractors (PSCs), of which there are a large number.

The Committee discussed using the UAA LinkedIn account as a recruitment tool — for example, by allowing relatively unlimited registration at the UAA LinkedIn web page, with a link directing individuals eligible for UAA membership to the registration page on the UAA website.

David Cohen reminded the Committee that there are actually two UAA LinkedIn accounts; we have tried, without success, to merge the two accounts, or to delete the second account. The best we can do, it seems, is to include a message on the second account web page directing traffic to the main page. David will try to locate the second account and to post the necessary message

3. BOARD OFFICERS AND COMMITTEE CO-CHAIRS: ISSUE UPDATES.

A. UAA Advocacy for USAID Independence

Tish Butler reported on the U.S. Global Leadership Coalition's contacts with Congress and Congressional staff regarding the FY18 International Affairs budget and the relationship of USAID and the Department of State. USGLC has posted talking points on its web site addressing State/USAID issues, and highlighting the contribution of foreign assistance to state and local economies in the United States.

The Committee discussed whether UAA should bring the USGLC initiative to the attention of the membership. While one Board member expressed concern about the possible perception of the UAA engaging in political activities, the Committee agreed that UAA could provide information to UAA members on information made available by foreign assistance advocacy groups, as long as any individual members' actions were made as private citizens. Rob Sonenthal confirmed that such a communication by the UAA with its membership would not constitute lobbying under the applicable provisions of the Internal Revenue Code because, among other things, the communication would not encourage the members (a) to communicate to Congress a position on specific pending legislation, or (b) to encourage others to do so.

A motion to that effect was adopted without objection.

4. OPERATING COMMITTEE REPORTS.

A. Finance and Administration.

(See Paragraph 2.A. above.)

B. Membership.

Nancy Tumavick and Alex Shakow provided an update on the Spring Reception, scheduled for Sunday, May 21, at the Shakows' residence. There are currently 94 guests registered to attend (or 96, according to Ven Suresh), although, in the past between 10 and 20 per cent of the registrants do not attend. Nancy added that—

- The Membership Committee would like to strengthen the connection between registration and membership so that individuals who add their names to the Alumni Directory are led to enroll as contributing members. She recommended that a message be included on the registration page explaining how to join the UAA, and directing registrants to the contribution page.
- The minutes of the Membership Committee are now being circulated to the Executive Committee for comment.

C. Development Issues.

Steve Giddings reported on the activities of the Development Issues Committee:

- The bimonthly meeting of the committee will take place this afternoon. Dan Runde of the CSIS Program on U.S. Leadership in Development will speak on the possible merger of USAID into the Department of State.
- The committee is still considering the possible areas of collaboration between UAA and USAID's Global Development with the goal of identifying 2 or 3 of the multiple areas of possible focus suggested by the GDL.
- Economic Growth and Institutional Development book group met on May 12, to discuss Thomas Friedman's Thank You for Being Late. The book group is looking for a subject for its next meeting.

Tish Butler reported that, on May 10, the Office of Management and Budget held a "listening session" to assist OMB to formulate and develop implementation guidance for the Foreign Aid Transparency and Accountability Act ("FATAA"). UAA was represented by Jim Michel. His notes on the session were circulated to the Committee.

Alex Shakow reminded the Committee that, on May 22, the UAA/DACOR Development Dialogue will host Professor James Foster of George Washington University, who will discuss a new multi-dimensional measure of poverty that he and his colleagues have developed.

D. History of USAID.

Alex Shakow reported that the History of USAID project is close to deciding on an author. After the decision is made, the project will be able to begin collecting the pledges received thus far.

E. Public Outreach

Tish Butler reported that John Champagne, co-Chair of the committee, has been working with AFSA to identify opportunities for outreach to the American public and the development community on the value of diplomacy and development — including face-to-face contacts between volunteers and community groups.

F. USAID Strengthening.

Jerry Wood and John Heard reported on the UAA/USAID Mentoring Program.

- There are currently 28 mentors and 31 mentees in Group 6, with only two identified problems. Seven mentor/mentee pairs from previous cohorts have maintained their relationships.
- The committee sent two sets of tracking questions to Group 6, the first major tracking effort for that cohort.
- In the past, mentor/mentee relationships were based, for the most part, on regular weekly communication and scheduled meetings. This model encouraged feedback, and made it possible to identify problem situations. Some relationships did not conform to this model, relying too much on e-mail whereas voice communication appears to be essential. Some relationships adopt different models for communication and do fine. It comes down to individual preferences. But there are cases where it is essential that the mentor take the initiative to call and find out if there is a problem. There is a tendency to rely too much on email communication.

G. Awards.

Nancy Tumavick reported that the Awards Committee had reviewed the AGM evaluation comments relating to awards:

- Ninety-four percent of the comments indicated that awards were relevant and should be continued.
- Several respondents supported separate awards for international service and domestic service.
- Several respondents suggested that runners-up for the 2016 awards should be considered for awards in 2017. (David Cohen suggested that consideration be given to pre-2016 runners-up as well.)
- Two respondents recommended earlier announcement of the nominations, although the committee doubts that earlier announcement will generate more nominations.
- Several respondents proposed additional award categories: service to UAA; contribution to development theory; and achievement by spouse or partner. The committee will consider these suggestions, starting with the awards for 2018.

H. Annual General Meeting

Barbara Seligman reported on the meeting of the AGM Committee during the week of May 7, describing further plans on three panels for the Annual General Meeting on November 3, 2017. Alex noted, in addition, that the Society for International Development (SID) is planning a table on university partnerships at its annual conference on June 1 at the Ronald Reagan Building.

I. Other Business

David Cohen reported on the UAA website:

- The hack of the Alumni Directory does not seem to have been followed by any other suspicious website activity.
- The daily visitor rate is down slightly, likely due to (1) the deletion of "Where They Are Now," a popular website feature, and (2) the fact that some visits are not registering.

5. NEXT MEETING.

The next meeting of the Executive Committee is scheduled for Thursday, June 15, 2017, from 10:30 a.m. to 12:30 p.m., at the offices of Tetra Tech Inc., 1320 North Courthouse Road, Suite 600, Arlington, Virginia 22201.

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The meeting was adjourned at 12:15 p.m.

Respectfully submitted,



Rob Sonenthal
Assistant to the Secretary

June 16, 2017
Date

Attachments:

- A UAA Financial Report as of April 30, 2017

ATTACHMENT A
UAA FINANCIAL REPORT
AS OF APRIL 30, 2017

• Balance as of end March 2017	\$ 21,129.26
• Member contributions received in March 2017	\$ 1,715.00
• Disbursements for the month:	\$ 182.40
○ Bank charges	\$ 182.40
• End April balance:	\$ 22,661.86

NOTE: UAA savings account balance **\$ 15,290.29**