

**Minutes of the UAA Executive Committee Meeting  
Thursday, August 18, 2016  
10:30 AM – 12:30 PM**

**Board Members Attending:** Carol Peasley, Tish Butler, David Cohen, John Heard, George Hill

**Board Member Absent:** Franklin Moore, Nancy Pielemeier

**Committee Co-Chairs Attending:** Frank Almaguer, Nancy Tumavick, Jim Fox, Alex Shakow, Steve Giddings, Jerry Wood, Rob Sonenthal

**Committee Co-Chairs Absent:** Ann Van Dusen, Bill Anderson, Jose Garzon

**Administrative Assistant:** Ven Suresh

**Meeting Chair:** Tish Butler

**1. Minutes:**

The July Minutes were approved.

**2. Finance and Membership Reports:**

- The August 31 Financial Report is Attachment A.
- The August 31 Membership Report is Attachment B.

**3. Finance:**

- Income and expenses are as expected. Savings are appropriately within the need to meet any contingencies
- Ven reported on the recent **Click & Pledge webinar**. It appears that the about to be released new version of the program will have some features and Constant Contact compatibility that will be useful to the UAA.
- **George** had no new information re. the purchase of **general liability insurance**, but will ensure that it is purchased before the AGM.

**4. Membership:**

- **Ven** will verify which paid-in members from 2015 have not yet made membership contributions in 2016. These people will be sent messages encouraging their continuing affiliation with and support to the UAA.
- 7-10 days prior to this EXCOM meeting, Nancy T drafted a by-laws amendment that would permit making former spouses or partners of qualified USAID staff eligible for UAA affiliation. **David** will redraft the by-law establishing a new category of UAA affiliation to be called "associate." "**Associates**" will not be eligible to serve on the Board

or vote on Association matters. With approval of this amendment, on a case-by-case basis, the Board can identify eligible populations for “associate” status. The Board will then vote on a separate proposal to make former spouses or partners of a person eligible to be a UAA member qualified for “associate” status.

- The **July picnic** was quite successful. Sixty-eight people attended, about ten more than last year.
- A decision on the **Alumni of the Year** awards will be made in the next couple of weeks.

## **5. Board Nominations**

- In addition to Tish Butler, the selection decision on candidates for the remaining two open Board positions will be made within the next weeks. At that time, a message will be sent to the membership providing information on the candidates and instructions on how to vote. This information also will be posted to the website.

## **6. Co-Chair for the Finance and Administration Committee**

- Rob Sonenthal has expressed interest in the position. The Board voted unanimously to approve him.

## **7. AGM**

- All but one speaker has been confirmed. The remaining candidate is expected to finalize his availability shortly. If he cannot accept the invitation, options have been discussed.
- Most arrangements with CGD for the venue are in place. It is not expected that there will be any difficult to resolve issues.
- The remaining issue with the caterer is finalizing the number of meeting participants to anticipate. This will be done (Nancy T) closer to the time of the event.
- A notice to the membership on the AGM will be in the September newsletter, as well as in a subsequent notice and website item.

## **8. UAA Meeting with A/AID Gayle Smith**

- A meeting has been scheduled for August 31. Included among subjects to be discussed are: her participation in the upcoming AGM, support for the expansion of ADST work with USAID, the mentoring program, the Diplomacy Center, “home town” diplomats and other aspects of the UAA’s program activities and interests.

## **9. Future EXCOM Meeting Dates**

- Because of a TetraTech conference, the September EXCOM is re-scheduled to September 14.
- To accommodate the AGM, the October meeting will be held on the 13<sup>th</sup>.

## **10. Operating Committee Reports**

- **USAID Strengthening:** David Sprague’s evaluation of the mentoring program has been received and is available on [usaidalumni.org](http://usaidalumni.org). Though the response to surveys sent to mentors was small, the report is very useful and contains specific, implementable recommendations. The most significant objective is to make our mentoring partnerships more enduring than has been the experience. Such information will be used in the lead-up to the selection of Cohort 6, which will be recruited beginning in the early Fall.
- **Development Issues:** The next book club event will be led by Gary Merritt, on “A Farewell to Alms.”

## Attachment A – Finance

### Financial Report of the UAA as of August 31, 2016

❖ Balance as of end July, 2016	\$ 17,301.33
Member contributions received in July	\$ 1,325.00
• Disbursements for the month:	\$ 2,324.79
O Web site	\$ 229.88
O Misc. Bank charges	\$ 81.91
O Refund Mr. Kumar	\$ 25.00
OCGD Deposit – AGM	\$ 1,988.00
End July balance:	<u>\$ 16,391.54</u>

Note: UAA savings account: Balance \$15,282.59

**Attachment B – Membership**

**UAA Membership and Contributions Summary**  
**August 1, 2016 – August 31, 2016**  
*Includes 2015 Data for comparison*

**Alumni Directory Entries:**

New alumni registrations, August 1 – August 31:	9
Total new alumni registrations for 2016 till August 31:	38
Total registered alumni till August 31 2016:	938
Total registered alumni till November 30 2015:	906

**Newly registered alumni in August 2016:**

- James Bednar
- Jean Harman
- Earell (Skip) Kissinger
- Patricia Friedman Marcus
- David McCloud
- Roberta Cavitt
- Amanda Levenson
- William (Bill) Reynolds
- Elizabeth Light

**Alumni whose names have been removed: deceased / unsubscribed:**

- None

**Membership Contributions Summary:**

Alumni contributions, August 1 – August 31:	24
Total number of contributors for 2016 till August 31:	275
Total number of contributors through November 2015:	284

Total number of \$100+ contributors, August 1 – August 30:	7
Total number of \$100+ contributors for 2016 to August 30:	108
Total number of \$100+ contributors through November 2015:	122

**Contributions received in August 2016:****Friends of UAA: 7**

Barbara Turner  
Barbara Seligman  
James Norris  
Kenneth Lanza  
Carl Leonard  
David Shear  
James Govan

**Contributing Members: 17**

Frederick E. Gilbert  
Jennifer Bremer  
Jean Harman  
Patrick Rader  
David McCloud  
Stepheen Wingert  
Glenn Slocum  
Steven Sinding  
Frank Miller  
Alan Foose  
Julia Chang Bloch  
Paul Holmes  
Light Elizabeth  
Thomas Nicaastro  
Raymond King  
John Hatch  
Adrienne Allison