

Association for Institutional Research
In-Person Board of Directors Meeting – Denver, Colorado
May 31, 2024

Attendees: Craig Abbey (Parliamentarian), Yenny Anderson, Angie Bell, Bethany Crowell, Brent Drake (Chair), Karen Egypt, Jonathan Gagliardi (Past President), Adrea Hernandez, Debbie Phelps (Vice Chair), Wen Qi (Secretary), David Rudden, Karen Vance (Treasurer)

Guests: Christine Keller, Jason Lewis, and Miguel Pineirovigo from the AIR Executive Office. Leah Ross was absent due to other obligations.

Call to Order

Brent Drake called the meeting to order at 8:02 a.m. MT. A quorum was established.

Required Approvals and Acknowledgements

Consent Agenda

Debbie Phelps moved to approve the appointments of Wen Qi as Board Secretary, Craig Abbey as Board Parliamentarian, Karen Vance as Board Treasurer, Jonathan Gagliardi as Board Liaison to NEC. Angie Bell seconded.

The motion passed.

Annual Business Meeting

Wen Qi acknowledged that the 2024 Annual Business Meeting occurred on May 29, 2024 with a quorum.

A replay of the annual business meeting will be held virtually on June 18, 2024 at 1 p.m. ET. The 2023-2024 board will host the meeting again. The replay meeting is open to all members (not only forum registrants).

Ending the Ad Hoc Volunteer Leadership Pathways Committee

Karen Vance moved to end the Ad Hoc Volunteer Leadership Pathways Committee. Jonathan Gagliardi seconded.

Per the governance policy, an Ad Hoc committee ceases to exist once its work is completed.

The motion passed.

Executive Office Updates

Christine Keller shared updates on Forum attendance with the Board. A total of 1650 members attended the 2024 forum, marking a return to pre-pandemic levels. Members have also commented on the high quality of

the presentations.

Board Budget – Cost of Governance (GPXII) Treasurer

Karen Vance introduced on the board budget for 2024-2025 board year. The annual board budget follows the begin and end dates of the board (forum to forum), not the conventional budget year. The next Quarterly Treasurer Report will be in August.

Planning for Board Year

Brent Drake introduced preliminary planning for the 2024-2025 board year. More details will be available at the next meeting. The plan includes an operating calendar, committee assignments, and board buddies. The two standing committees are the Governance and Training Committee chaired by Debbie Phelps, and the Future of AIR Committee chaired by Adrea Hernandez.

Vote on fall in-person meeting location

Jonathan Gagliardi moved to vote on fall in-person meeting to be held at Rosen Shingle in Orlando, FL. Angie Bell seconded.

The motion passed.

Discussion on holding spring meeting virtually

The board discussed the possibility of meeting virtually in the spring. Scheduling an in-person is challenging for board members during the spring semester; however, most board members agree that in-person meetings hold more value.

Adjournment – Next meeting is Monday, July 9 @ 12p-130p ET

David Rudden moved to adjourn the meeting. Karen Vance seconded.

The motion passed.

Brent Drake adjourned the meeting at 8:45 a.m. MT.