

Board of Directors Meeting Minutes

April 14, 2025



Association for Institutional Research Virtual Board of Directors Meeting April 14, 2025

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, Miguel PineiroVigo and Leah Ross from the AIR Executive Office

Call to Order

Brent Drake called the meeting to order at 12:02 p.m. ET. A quorum was established.

Required Approvals and Acknowledgements

Meeting Minutes

David Rudden moved to accept the minutes of the March 24-25, 2025 Board meeting. Yenny Anderson seconded.

The motion passed with two abstentions.

Financial Conditions and Activities (Q4) Monitoring Report

Wen Qi moved that the Financial Conditions and Activities (Q4) Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. Debbie Phelps seconded.

The motion passed.

Financial Planning Monitoring Report

Wen Qi moved that the Financial Planning Monitoring Report was delivered on time, that the interpretations are reasonable, and that the data supports the interpretations. Karen Egypt seconded.

The motion passed with one opposed.

Adrea Hernandez joined the meeting.

Executive Director Updates

Christine Keller provided an update on planning and logistics for the 2025 Forum and 2025-2026 Board meetings.

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New Business

Future Board Meetings

Craig Abbey asked if it makes sense to have two in-person Board meetings in addition to the Forum in light of current financial conditions. He suggested that if one is eliminated, the fall meeting would make sense to cut so that Board elections can take place in person at the spring meeting. Other continuing Board members expressed support for his suggestion. Brent Drake asked if anyone was opposed to this idea and everyone said that they agree with the plan. Conversation about how to handle the fall Board meeting duration-wise virtually will continue (e.g., perhaps two half-day virtual meetings).

On a related noted, Craig Abbey suggested that the Board consider reductions to its budget. Karen Vance, Treasurer, will follow up with information and suggestions at the May Board meeting.

Adjournment

Angie Bell moved to adjourn the meeting. Karen Egypt seconded.

The motion passed.

Brent Drake adjourned the meeting at 12:24 p.m. ET.