

Association for Institutional Research
Virtual Board of Directors Meeting
May 12, 2025

Attendees: Craig Abbey (Parliamentarian), Yenny Anderson, Angie Bell, Bethany Crowell, 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; Allison Harrell from Thomas Howell Ferguson PA

Absent: Brent Drake (Chair)

Call to Order

Debbie Phelps called the meeting to order at 12:03 p.m. ET. A quorum was established.

Auditor's Report

Allison Harrell shared a clean, unmodified opinion on AIR's financial statements and highlighted key points of the audit report. The Board had the opportunity to review the report and ask questions of the auditors per the Asset Protection policy (VII. E.).

Allison Harrell departed the meeting at 12:31 p.m. ET.

Karen Egypt moved to accept the auditor's report as presented by Allison Harrell. Craig Abbey seconded.

The motion passed.

Required Approvals and Acknowledgements

Meeting Minutes

David Rudden moved to accept the minutes of the April 14, 2025 Board meeting. Yenny Anderson seconded.

The motion passed.

Ends Policy A Monitoring Report

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

The motion passed.

Treatment of Staff Survey

Debbie Phelps provided a summary of the recent *Treatment of Staff* survey of Executive Office staff. The Board had the opportunity to review the report and ask Christine questions.

Executive Director Updates

Christine Keller provided an update on planning and logistics for the 2025 Forum due to anticipated absence of Brent Drake (Chair). She also noted that there will be vote on Bylaws change at the Annual Business Meeting held at the Forum.

Adjournment

Craig Abbey moved to adjourn the meeting. Angie Bell seconded.

The motion passed.

Debbie Phelps adjourned the meeting at 12:48 p.m. ET.