

**Association for Institutional Research
Board of Directors Meeting on Zoom
July 8, 2024**

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

Excused Absence: Jonathan Gagliardi (Past President)

Guests: Christine Keller, Miguel Pineirovigo, and Leah Ross from the AIR Executive Office

Call to Order

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

Required Approvals and Acknowledgements

Angie Bell moved to accept the minutes of the May 31, 2024 Board meeting. David Rudden seconded.

The motion passed.

Acceptance of the Board of Directors Governance Policy Changes and Operating Calendar

Karen Vance moved to accept the edits to the Board Governance Policies GP XIII and Operating Calendar. Adrea Hernandez seconded.

The motion passed.

Karen Egypt and Yenny Anderson joined the meeting.

Acceptance of Committee to Review Board and Nominations and Elections Committee Candidate Screen Criteria Recommendations

Debbie Phelps moved to accept the changes to Governance Policy XIII, A1 proposed by the Ad Hoc Committee to Review Board and NEC Candidate Screen Criteria. Karen Egypt seconded.

Discussion included a side-by-side comparison of criteria.

The motion passed with one abstention.

Committee Updates

Governance Orientation and Training Committee

Debbie Phelps provided an update on the committee’s timeline which will start in October. Current committee members include Bethany Crowell, Craig Abbey, with Brent Drake as the Chair of the Board.

Future of AIR Committee

Adrea Hernandez noted that the committee is robust with 11 members plus Brent Drake as liaison to the Board. At least four non-board members will serve on the committee.

Required Approvals and Acknowledgements cont.

Financial Conditions and Activities Monitoring Report (Q1)

Wen Qi confirmed that the monitoring report was received on time and moved that the interpretations were reasonable, and the data support the interpretations. David Rudden seconded.

Christine Keller provided an overview for new Board members who are seeing this report for the first time. For example, the AIR fiscal year follows the calendar year. The revenue for Q1 in the report is relatively large and the expenses are relatively small since not all forum-related payments are completed yet.

The motion passed.

Executive Office Updates

Christine Keller provided process information regarding Board committees and relevant meetings, the Annual Report, the fall Board meeting in Orlando, the AIR fact sheet, and access to policy governance information.

New Business

Craig Abbey suggested the formation of a working group to explore Bylaw Section 3 language that reserves power for the Board to set membership dues which is incongruent with policy governance philosophy. A possible change is to delegate to the executive director with an executive limitation. Discussion included the history of this language.

Craig Abbey moved establishment of a working group to examine implications of removing Section 3 of the Bylaws. Bethany Crowell seconded.

The motion passed.

Adjournment

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

The motion passed.

Brent Drake adjourned the meeting at 12:54 p.m. ET.