

**American Association for Public Opinion Research  
Executive Council Minutes  
Wednesday, October 20, 2021**

**ATTENDANCE:**

**Council:**

Paul Beatty	Vice President
Marjorie Connelly	Associate Standards Chair – Absent
Yazmín García Trejo	Associate Communications Chair
Ana Gonzalez-Barrera	Associate Inclusion and Equity Chair
Liz Hamel	Councilor-at-Large
Ricki Jarmon	Councilor-at-Large
Ashley Kirzinger	Standards Chair
Mary Losch	Councilor-at-Large
Gretchen McHenry	Secretary-Treasurer
Dan Merkle	Past President
Marco Morales	Communications Chair – Absent
Patricia Moy	President
Emilia Peytcheva	Education Chair
Heather Ridolfo	Associate MCR Chair
Darby Steiger	Conference Chair
Tamara Terry	Inclusion and Equity Chair
Angelique Uglow	MCR Chair
James Wagner	Associate Education Chair
Brady West	Associate Conference Chair
Anna Wiencrot	Associate Secretary-Treasurer

**Guest:**

Tristanne Staudt                      Executive Director

**Staff:**

Katie Geraghty                      Senior Account Executive  
Collin Hamman                      Program Coordinator, Membership and Awards  
Rachel Schuster                      Program Administrator, Membership and Operations

**I. WELCOME, CALL TO ORDER, REVIEW, AND APPROVAL OF MINUTES**

Moy called the meeting to order at 12:02 pm ET.

Executive Council Meeting Minutes: September 14, 15 2021

**MOTION: to accept the amended minutes from the September 14<sup>th</sup> and 15<sup>th</sup> Executive Council meeting. Losch moved, Jarmon seconded. The motion passed by unanimous vote.**

Moy noted that the meeting will be conducted in accordance with the U.S. antitrust laws and will follow Robert’s Rules of Order. She reminded Councilors to self-identify before speaking so that meeting minutes can accurately capture motions, seconds, and comments.

Moy noted that a review of the minutes identified a comment that required follow-up. The section titled “OUP Journals” required an action item regarding double mailings of the OUP journals. Geraghty shared that Schuster will audit and look through the mailing list before sending it to OUP. Moy asked for a report once the duplicated names are pulled.

## MINUTES - AAPOR Executive Council Meeting

### II. CONSENT AGENDA

[AAPOR IEC September Consent Report](#)  
[AAPOR Standards Committee Consent Agenda](#)  
[Communications Consent Report](#)  
[Conference Consent Report](#)  
[Education Committee Consent Report](#)  
[MCR Consent Report](#)

**MOTION: to accept the Consent Agenda as presented. Steiger moved, Hamel seconded. The motion passed by unanimous vote.**

Losch asked Councilors if the tasks outlined in the timeline for the Rhythm database transition had been resolved. West noted that the current focus is on integrating OpenWater and Rhythm to create a system that requires only one sign-on. West said this project currently requires a manual sync; he and Steiger along with staff are working on resolving outstanding OpenWater integration issues. Geraghty spoke on Kellen's involvement and shared that Kellen's CT team is working daily with OpenWater to finalize the integration.

Losch pointed to Uglow's report and asked if the volunteer form had been completed as the report states \it was set to be completed at the end of September. Schuster shared with Uglow that the form was completed, and Timbrook had approved the final version. Schuster and Uglow are working to find time next week to meet and discuss the most recent chapter reports.

Jarmon asked Councilors if DiSograwas aware that the RICS report will be cut off at the end of November. Kirzinger confirmed that DiSogra is aware and that he knows he has until the end of next month to complete.

### III. APPOINTMENTS

#### Education Committee, Publications Subcommittee

Aleia Clark Fobia, Member  
John Kennedy, Member

#### 2022 AAPOR Book Award Committee

Shakari Byerly, Member  
Mick Couper, Member  
Richard A. Kulka, Member  
Brittany Lark Creel, Member  
Sono Shah, Member

#### Sudman Student Paper Award Committee

Rebecca Medway, Member

#### Conference Committee, Health and Safety Subcommittee

Cynthia English, Member  
Sue Hewitt, Member  
Krista Jenkins, Member  
Mary Losch, Chair  
Larry Luskin, Member  
Mahi Megra, Member  
Mina Muller, Member  
Samantha Spiers, Member  
Martha Stapleton, Member

#### Conference Committee, Local Events Subcommittee

Kelly Daley, Member

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Yuli Patrick Hsieh, Member  
Sarah Hughes, Member  
Evgenia Kapousouz, Member  
Erika Martinez Picazo, Member  
Nicole Muffitt, Member  
Marci Schalk, Member  
Jodie Smylie, Member  
Martha Van Haitsma, Member  
Vince Welch, Member

### Inclusive Voices Committee

Eva Aizpurua, Member  
Kai Fuentes, Member  
Anna Sandoval Giron, Member  
Jolene Smyth, Member

### Innovators Award Committee

Mansour Fahimi, Member  
Allyson Holbrook, Member  
Fraunke Kreuter, Member  
Michael Link, Member

### Policy Impact Award Committee

Karen Bogen, Member  
David Cantor, Member  
Maria Krysan, Member  
Tresa Udem, Member

Losch recused herself from the following vote.

**MOTION: to approve the nominations as a block. Jarmon moved, Kirzinger seconded. The motion passed by unanimous vote.**

Losch returned to the meeting.

## IV. PRESIDENT'S REPORT

### November Executive Council Meeting Plans

Moy reminded Councilors that there are currently two dates reserved on everyone's calendar for next month's Executive Council meeting: the first on November 11 (via Zoom), and the second on November 17 and 18 (in person). Given key considerations, Moy shared with Councilors that the November meeting will be held virtually on 17-18 November.

**ACTION: Schuster to remove the calendar invite for 11-12 November.**

## V. SECRETARY-TREASURER REPORT

### August 2021 Financials

McHenry gave an overview of the August financials. McHenry shared that AAPOR is at the point in the year where additional expenses are being accrued but little revenue is being brought in; this is largely due to membership fees are now being reported in the 2022 budget. AAPOR's year-to-date revenues are at \$990,000, which is up \$80,000 from last year and at 113% for the budgeted 2021 year, driven largely from the annual meeting. Membership is up by \$21,000 from last year and at 108% of the budget. All revenue from the annual meeting has been realized.

## MINUTES - AAPOR Executive Council Meeting

### 2022 Draft Budget

McHenry shared the latest version of the 2022 budget, which has been reviewed by the accounting team and encompasses tweaks made in last month's meeting. McHenry stated the budget currently includes a \$415,000 deficit. Given the large deficit, McHenry asked for another review of the budget before approving. One section of the budget that McHenry asked to review was in-person Councilor meetings. Staudt recommended Councilors meet four times in-person for the upcoming year.

McHenry asked Terry to review the IEC allocation of funds. Losch shared her concerns for paid internships for this committee vs. other committees that do not offer that opportunity. Terry shared that with the addition of all subcommittee chairs being named, the burden of tasks has been lightened and asked Councilors to prioritize IEC training in the budget rather than allocating funds for interns.

McHenry shared that the expenses for the annual meeting also can be reduced. Steiger noted that the budget in the slides was not the most recent file and that a more recent budget is available. McHenry discussed with Uglow and Ridolfo the possibility of cutting the expense for the all-chapter party at the annual meeting. Steiger noted the line-item of the 2025 annual meeting site selection was missing from the budget. Steiger recommends cutting the \$20,000 for staff travel; Staudt concurred that this was a good suggestion.

Moy thanked McHenry for her hard work in finalizing the budget presentation. McHenry recommended at minimum that Councilors wait another month and continue to refine the budget before moving to approve the 2022 budget.

Councilors identified a number of errors in the budget, most of which McHenry corrected in the meeting. Moy noted the labels for journal revenues and expenses are incorrect.

**ACTION: Steiger and Metzgar to check with Westat about using last year's sponsored lanyards.**

**ACTION: Geraghty to email Asher at Kellen to clarify site-selection budget items.**

**ACTION: Staudt to look at the hotel contract and recommend budget pricing for the 2022 site visit.**

**ACTION: Moy to send McHenry updated labels for journal revenue and expenses. McHenry to update the spreadsheet.**

## VI. BREAK

## VII. CONFERENCE UPDATE

### Conference Registration Fees

Steiger expressed her gratitude to Kellen staffer Samir who programmed the registration site well ahead of the 2022 Annual Conference. Steiger described a proposal for price increases for registration rates. Steiger budgeted 450 registrants for both early-bird and regular registration. Steiger noted that all registrants will see a \$10 price increase to account for health and safety-related fees. In addition, everyone except students and Honorary Lifetime Members will see a \$34 price increase for registration this year. Steiger reminded Councilors that for \$99, subscribers can purchase the online digital library. Beatty suggested a price increase since \$99 seems a bit low; a low price can potentially discourage people from registering in-person.

**MOTION: to approve the dollar amount increase for 2022 conference registration. Merkle moved, Moy seconded. The motion passed by unanimous vote.**

### Health and Safety Regulations at Conference

## MINUTES - AAPOR Executive Council Meeting

Steiger referenced a post to AAPORnet in which she shared, before an official Council vote, that vaccines will be mandated for the conference. The Health and Safety Committee is focused on determining the remaining requirements surrounding in-person activities. Steiger is suggesting that all attendees must be fully vaccinated, and this excludes folks who are exempt – there will not be any exceptions.

**MOTION: to mandate a vaccine requirement for the 2022 annual conference with no exemptions. West moved, Merkle seconded. The motion passed by unanimous vote.**

### Conference Library

Steiger disclosed that a draft contract with PARC has been sent over to AAPOR, and there is some concern related to language. Steiger recommends that the contract language speaks to only the 2022 annual conference. Steiger asked for recommendations related to software updates, and Councilors confirmed that the language was acceptable. Merkle asked if the contract has language related to pulling content off the site, Steiger said she will research this.

**ACTION: Steiger to send Merkle the contract to review.**

**MOTION: To proceed with the contract for a digital library under Langer's company, PARC. Merkle moved, West seconded. The motion passed by unanimous vote with one abstention.**

## VIII. EDUCATION UPDATE

### AAPOR-JPSM Citation Program

Due to the pandemic, the AAPOR-JPSM citation program did not occur in 2020. Last year, both parties discussed moving the program online, but the conversation did not advance. Peytcheva shared concerns that the program overlaps significantly with AAPOR's short courses and webinars; the agreement was meant for in-person learning and the contract as it stands is not adhering to the agreement, which had been finalized prior to the pandemic. Peytcheva expressed her concern about the lack of communication between AAPOR and JPSM and the violation of the agreement needs to be reviewed. Losch and Merkle recommended scheduling a meeting with the point of contact at JPSM to see if the contract can be revised.

**ACTION: XXX to reach out to JPSM to discuss the contract.**

## IX. NEW BUSINESS

Moy shared that the privacy policy approved in April was sent to AAPOR counsel Pardau, who is awaiting AAPOR's next steps.

**ACTION: Merkle to reach out to Stuart to confirm the privacy policy was complete.**

**ACTION: Schuster to connect with Kellen's accounting team to investigate chapter dues and payment.**

**ACTION: Schuster to schedule a zoom call with Staudt to discuss transferring the Dropbox account.**

## X. ADJOURN

**MOTION: to adjourn the open portion of the Executive Council meeting and move to Executive Session at 2:17pm ET. Losch moved, Wiencrot seconded. The motion passed by unanimous vote.**