Attendance:

Tim Johnson President Present

David Dutwin Vice President Present

Roger Tourangeau Past President Present

Janet L. Streicher Secretary-Treasurer Present

Jordan Peugh Associate Secretary-Treasurer Present

Jennifer H. Childs Communications Chair Present

Jennifer Agiesta Associate Communications Chair Absent

Trent D. Buskirk Conference Chair Present

Courtney Kennedy Associate Conference Chair Present

Brady T. West Education Committee Chair Present

Kyley McGeeney Associate Education Chair Present

Morgan Earp Membership & Chapter Relations Chair Present

Emily Geison Associate Membership & Chapter Relations Chair Absent

Andy Peytchev Standards Chair Present

Stephanie Eckman Associate Standards Chair Present

Nancy J. Belden Councilor-at-Large Present

David C. Wilson Councilor-at-Large Present

**Staff**

Adam Thocher Executive Director Present

Eric Bailey Marketing Communications Manager Present

Crystal Stone Administrator Absent

Damien Salamacha Membership and Conference Associate Present

**Call to Order, Review and Approval of Minutes – Johnson**

Johnson called the meeting to order and reviewed the January 11 Meeting Minutes.

*Earp moved, Wilson seconded to approve the January 11, 2018, Executive Council Meeting Minutes. Motion passed.*

**Secretary/Treasurer Report – Streicher**

Streicher reported that a final 2017 Financial Report will be issued prior to the March Executive Council meeting. While there remains a small budget deficit at the timing of this report, there is an anticipated slight surplus projected when the final 2017 accounting is complete. Distance education outpaced projections generating 200% of budget. Lower Executive Council meeting costs and unexpected higher commission from the New Orleans hotel helped contribute to this projection. The Sponsorship Subcommittee has made great progress in contacting a securing sponsors for the 2018 Annual Conference. The Development Sub-Committee has two main priorities which input is needed from the Executive Council which include: a list of naming opportunities for large donations, and a list of 2018 Priorities to facilitate obtaining larger donations.

**CONSENT AGENDA – ALL**

*The following written reports and materials have been posted to SharePoint for information.*

1. *Anti-Harassment Notes*
2. *Communication Report*
3. *Education Report*
4. *Survey Climate Task-Force Update*
5. *Conference Report*
6. *Scott Fricker Public Service Award*
7. *AAPOR 75th Cost Estimates (for March Discussion)*
8. *Diversity – Send-a-Speaker*
9. *MCR Report*

The Education Report, the Conference Report, and the Scott Fricker Public Service Award were removed from the consent agenda for separate discussion.

*Childs moved, West seconded to approve the remaining consent updates and reports as presented. Motion passed.*

**Appointments – ALL**

Appointments were presented for the Mixed-Mode Task Force, Conference Support Committee, and for the Associate Conference Support Committee Chair position.

*West moved, Streicher seconded to approve appointments to the Mixed-Mode Task-Force, the Conference Support Committee, and the Associate Conference Support Committee Chair position. Motion passed.*

**Respondent Confidentiality in Class Action Litigation – Johnson**

Peytchev gave an update regarding litigation involving respondent confidentiality. The Attorney is asking for support from the AAPOR Executive Council to respond to judges. The Executive Council will wait until the March Executive Council meeting to make a recommendation.

**Fricker Public Service Award for 2018 – Johnson**

The Executive Council considered the possibility of naming a public service award after Scott Fricker. The Executive Council discussed the the importance of having an award for public sector employees. With the help of Wilson, the Executive Council will consider several proposals with all alternatives in mind regarding a public service award.

**Webinar Packages – West**

West reported that the Education Committee has been working to put together webinar “kits” that provide training across relevant methodological topics which would be made available to AAPOR members at a relatively small costs. The Education Committee is still working out the costs of the webinar “kits” and would welcome recommendations from the Executive Council.

**Professional Development Panels – Role of the Committee – West**

One of the charges of the Professional Development Subcommittee of the Education Committee is for a professional development panel at the annual conference. West questioned whether the Professional Development Subcommittee should have to go through the same process for being accepted as other abstracts.

**Volunteering with AAPOR – McGeeney**

The Professional Development Subcommittee is doing a “Volunteering with AAPOR” as part of the annual conference. McGeeney wanted to alert Executive Council members that the Professional Development Subcommittee may be reaching out to them in the near future.

**Membership list distribution – Streicher**

Thocher recommended that AAPOR stop promoting the selling of AAPOR’s membership list online. Thocher will take the text off of the AAPOR site and the Executive Council will discuss the membership list as it relates to sponsorship and other APPOR initiatives.

**Membership Survey Question – Earp**

Earp reported that Surveymoneky know lets you embed the first question of a survey into an email. She requested that the Executive Council should consider what that question should be and to get back to Geison.

**AAPOR/SMRS/JSM Participation – Earp**

There are several groups under the Communications Committee which analyze how to target various AAPOR audiences. Earp also proposed the idea of attending the SSC Business meeting.

**POQ Impact Factor – Johnson**

The Executive Council expressed concerned with the impact factor of POQ. Tourangeau said that there should be a way to voice our concerns with POQ. Dutwin would also like to address the peer review process.

**SPAM Call Blocking Report – Dutwin**

Dutwin reported that the SPAM Call Blocking Report has been completed and is ready to be sent out to membership. Once the Executive Council gives its final approval, the report will be released via the AAPOR website. Johnson thanked Dutwin for his committee’s work in producing the report.

**Rotation of Council by Sector – Tourangeau**

Tourangeau discussed whether AAPOR should modify or drop its requirement that three offices (Vice President, Associate Conference Chair, and Councilor-at-Large) rotate by sector as in accordance with AAPOR’s By-Laws. AAPOR has not always had this requirement since its founding. The latest figures suggests that the commercial sector includes from about 36 to 42 percent of the membership. Tourangeau proposed four options for addressing this requirement, with a change to the By-laws being one of them. Thocher proposed spending additional time discussing and settling on a plan of action during the March Executive Council meeting.

**Items for March EC – 75th Budget Request, Meeting Place Update, Development – Johnson**

Johnson reported that the Chair of the 75th Anniversary Planning Subcommittee is ready to move forward and is requested a budget for her committee. Johnson wants to put this on the agenda for the next Executive Council meeting.

**Other Old/New Business – All**

**DC AAPOR Happy Hour**

Earp informed the Executive Council that prior to the March Executive Council meeting DC AAPOR will be hosting a “Meet the Council Event”.

**The Executive Council Adjoined**