

AAPOR Executive Council Meeting
Tuesday, July 30, 2019 | 1:00 pm – 3:00 p.m. ET

Join via web: https://www.uberconference.com/aapor_ec
Join via phone: 202-794-7146

Information Only (I/O)
Action Required (A/R)

Minutes

Attendance:

Nora Cate Schaeffer	Jessica Holzberg
David Dutwin	Rachel Caspar
Lydia Saad	Mary Losch
Rene Bautista	Adam Thocher
Josh DeLaRosa	Sam Nysetvold
Allyson Holbrook	Yvonne Janvrin
G. Evans Witt	Eric Bailey
Dan Merkle	Stephanie Eckman (guest)
Gretchen McHenry	
Tim Triplett	Absent:
Kristen Olson	Mandy Sha
Ipek Bilgen	Tamara Terry

Call to Order, Review and Approval of Minutes – Schaeffer
Executive Council Meeting Minutes: June 11-12, 2019 (A/R)

- Schaeffer called the meeting to order at 12:03pm CT, 1:03pm ET.

Motion: (Saad, Olson) To approve the June Council minutes as amended. The Council discussed adding the name of the file in the Dropbox that refers to appointments and consent agenda to the minutes.

Action: Janvrin will add the file names to the minutes that refer to the appointments and the consent agenda.

The motion passed unanimously.

Secretary/Treasurer Report – Saad
May, 2019 (I/O)

- Saad reported AAPOR is in an investment year, budgeting \$1.6 million in expenses, and \$1.5 million in revenues. At this time, 80% of revenues have been realized, and 30% of expenses have been realized. Conference revenues are up 30%, and AAPOR has a \$4000 increase in revenue from distance learning. Membership numbers are still showing lower than last year at this time. As of May 31, Investments totaled \$1.58 million, and net assets were \$2.65 million.

2018 Audit Report and Management Letter (A/R)

- Saad reported that the annual audit for 2018 has been completed, and the auditors reported no concerns with the audit. Everything was accurate.

Motion: (Losch, McHenry) To accept the Audit report as presented. The motion passed unanimously.

CONSENT AGENDA (A/R) – ALL

- *The final list of submissions are listed in the Dropbox Folder for July 2019.*
 - Consent_Communication.docx
 - Consent_Conference.pdf
 - Consent_Education.docx
 - Consent_MCR.docx
 - Consent_Social_Media_Stats.pdf
 - Consent_Standards_July 2019.docx

Motion: (Bautista, Dutwin) To accept the Consent Agenda as presented. The motion passed unanimously.

Appointments (A/R) – ALL

- Future of AAPOR Journals (Schaeffer)
 - Mollyann Brodie
 - Sunshine Hillygus
 - Kristen Olson
 - James Wagner
 - David Wilson

The Council voted to approve the committee members as presented for the Journal Committee.

- Ad-Hoc Committee on Public Opinion (Dutwin)
 - Natalie Jackson
 - Jeff Cartwright
 - Anna Schiller
 - Lunna Lopes
 - Torbjorn Sjoström
 - Allyson Holbrook
 - Eric Jodts
 - Robyn Rapoport
 - Michael Henderson
 - Jenny Holland
 - Michael Traugott
 - Wendy Hicks
 - Deirdre Middleton
 - Tyler Sinclair
 - Josh Pasek

The Council voted to approve the committee members as presented for the ad-hoc committee on public opinion.

- Code Review Committee (Bautista/Eckman)

Eckman presented a list of proposed people for the Code Review after input from Council and others. Eckman reviewed the list of committee members to be included in the committee.

Jon Cohen
Stephen Blumberg
Jolene Smyth
Jonathan Robinson
Jenny Benz
Andrew Mercer
Ashley Kirzinger
Tim Johnson
Rob Santos
John Kennedy
Peyton Craighill
Jenny Hunter Childs
John Nienstedt
Emily Swanson

The Council voted to accept the committee members as presented for the Code Review Committee.

- Sponsorship Subcommittee
 - Aurora Siegel
 - Anna Wiencrot

The Council voted to accept the committee members as presented for the Sponsorship Subcommittee.

- Education Committee

- Raphael Nishimura

The Council voted to accept the committee members as presented for the Education Committee.

- Standard Definitions Committee
 - Stephen Immerwahr
 - Erin Tanenbaum

The Council voted to approve the committee members as presented for the Standard Definitions Committee.

- Communication Committee
 - Aleia Yvonne Clark Fobia - MCR liaison
 - Alexandra Allman- Education liaison

The Council voted to approve the committee members as presented for the Communication Committee.

- MCR
 - Patty LeBaron

The Council voted to approve the committee members as presented for the MCR Committee.

AAPOR Policy on Moving Conferences (A/R) – Schaeffer

- Schaeffer reported on the proposed policy for moving conferences. She recommended adding a description of the process used by Council to select a site. The Council discussed adding additional discussion points to the document, including adding information in the case of labor action. The Councilors also discussed the legal aspects of moving a conference site and the impact on refunding member registration fees. The Council agreed that AAPOR will respect all member concerns of a conference location and will consider refunding conference fees on a case by case basis.

Motion: (Merkle, Losch) To accept the proposed policy as outlined in the document. The motion passed unanimously.

Action: Schaeffer will add discussion points from the Councilors to the document.

Progress update – Stanton (I/O) – Dutwin, DeLaRosa, Thocher

- Thocher reported that the contract with Stanton Communications has been signed, and Stanton is putting together shared sites for documentation. Another meeting is scheduled with Stanton for next week. DeLaRosa reported that he has reached out to AAPOR members who will go through media training. DeLaRosa advised that committees will continue to review sections of the website and provide updates to align the content with the review Stanton is undertaking.

SurveyFest Proposal (A/R) – Holbrook

- Holbrook reported that Council had reacted favorably in June to move forward with SurveyFest. The SurveyFest Committee presented a proposed budget for SurveyFest 2020 of \$5500.00. The total amount requested does not include any sponsorships. The committee is developing a list of local universities that will be contacted.

Motion: (Merkle, Losch) To accept the proposal with the wording change of “Bay Area” instead of “Chicago”.

AAPOR Conference Staffing Update (I/O) – Thocher

- Thocher reported on some staffing changes within the meetings department at Kellen and the departure of Kim Santos. The Council asked questions regarding staffing changes.

Ad-Hoc Committee on Public Opinion Charge (I/O) – Dutwin

- Dutwin reported that this ad hoc committee was approved last year. The goal of the committee would be to move forward in three areas: advancement of education of journalists, civics education, and public opinion and democracy, focusing on securing funding for public opinion polling. Dutwin reviewed some of the targeted potential funding sources. Each of the three groups would work independently, and would submit for funding within the next 4-6 months. The Council discussed

the need for a timeline for this committee for the long term, and a liaison role with the Education and Communications Committees.

Appointing Ad-Hoc Committees and Task Forces (I/O) – Schaeffer

- Schaeffer reported on a document that she found that outlines how to form ad-hoc, standing, task forces, and subcommittees. Schaeffer also located the outline in the by-laws of the difference between an ad hoc committee and a subcommittee. Schaeffer drafted a document for other types of groups that Council might want to implement, and encourages Councilors to add their comments/suggestions to the two draft documents. The Council tabled the discussion to the August meeting.

Action: Schaeffer will draft an opening paragraph about procedures for each of the task forces, and ad hoc committees for the website.

Standards Committee Recommendation (A/R) - Bautista

- Bautista reported on the submission of a complaint for review. He has appointed three people to review the complaint. The committee decided the survey does not qualify as a push pull violation. Bautista will submit the survey for an internal review.

Motion: (Evans, Losch) To accept the Standards Committee recommendation not to move ahead with an investigation of the formal complaint.

Adjourn

Motion: (Losch, Triplett) To move to Executive session at 2:06pm CT, 3:06pm ET.

Executive Session – All

The Council moved into Executive session. The Executive session ended at 2:23pm CT, 3:23pm ET.