AHEC Meeting Minutes

Date: Tuesday, February 9, 2021, 8:00pm @Zoom

Attendees:

Adam

Allison

Amanda

Andrew

Haosheng

Katie

Kruthika

Juan Cisneros

Narumi Wong

Minutes: Jacqueline

[Update] Outside meetings

* Sustainability: nothing
* Activities: nothing
* GSC: RISE, budget, research survey
	+ Updates from RISE campaign: trying to get DEI reps in departments and seeing pushback from schools; wants us to spread word about campaign
	+ less funding this year due to fewer events overall, no student life fee, and less from OGE; not a concern now, but will be if COVID continues
	+ will be sending first-year students small care packages since no orientation
	+ need more responses to graduate research advising survey, will increase number of prizes to incentivize
* HCA: nothing

[Update] Suggestion box

* Nothing new

[Discussion] Winter Officer hiring

* No new applications

[Discussion] Festival progress

* Virtual space is designed
* Chocolate tasting is full, other activities still have some room
	+ Allison to send out reminder on Friday morning
* People running activities are mostly pre-assembling materials
	+ Kru to organize delivery
* Kru made RFP text in AHEC drive, will send to residents who show up
	+ Kru to send an email after festival to follow up about reimbursements

[Update] Exercise room use

* Mostly people have been following policy and reservations seems to work
* Resident found moldy disinfectant wipes in aerobics room

[Update] Logo design competition

* No new entries, but a resident reached out asking to be added to Slack
* Andrew to send reminder email Wednesday, want competition to end by Feb 13

[Update] Cookbook

* Andrew emailed brunch, no responses yet
* Andrew to remind again and copy AHEC

[Update] Hosting fitness classes

* Pilates instructor available Saturday, Feb 27, 10 AM
	+ Allison to book it, pay for it, and draft an ad

[Update] 3AM newsletter

* Competition went well, reach out to participants for prizes and waiting to get responses
* Jacqueline to reach out to Amanda about gathering/delivering swag; will send out 3AM upon receiving feedback from photo contest participants

[Update] Nametags and new move-ins

* All nametags should be up now

[Discussion] Residents finding out about their roommates via nametags

* Allison to look into policy with Nicole and copy Adam
* Adam to ask David about letting roommates know about official leases (if no response from Nicole)

[Discussion] Promoting Ashdown-wide clothing donation event

* Feedback on clothing drive publicity, may be more useful to have bin in front lobby
* Haosheng and Kru to put a moving box in front lobby, put a sign on it, and send an email
* Haosheng to ask Can to add front lobby location to poster, Kru to empty box when full

[Discussion] Ashdown water issues

* Residents need to submit individual requests as the cause of the problem can differ
* Adam to send reminder to residents about sending Atlas reports

[Update] Inconclusive test result notifications

* Judy will send Amanda update on notifying residents with inconclusive results
* Amanda to follow-up if don’t hear back
* Adam to bring up in weekly call

[Update] Mental health programming

* Amanda and mental health officer working with Naomi on regular programming

[Update] Tap pads

* ID card readers for the gym
* Adam to double-check with David about having them for bike room

[Discussion] Keeping better track of inventory/supplies

* Need inventory to keep track of how many supplies we have, originally planned to have officer on each committee keeping track of it
	+ Amanda to make spreadsheet in AHEC drive & whoever uses paper bags next should count them
* Most supplies stored in Hulsizer room; alternative storage: AHEC closet, officer’s room

[Update] New laundry signage

* Haosheng to follow up with Publicity about making sign

[Discussion] When to reconsider opening the music room

* Concerned about difficulty in cleaning, monitoring, and low priority vs exercise room
* Wait to see how exercise room opening goes, then reconsider in March

[Discussion] When to check-in on the pen pal program

* Groups were assigned a few weeks ago, curious about how it’s going
* Amanda to send out survey asking how it’s going

[Discussion] Ashdown budget

* Currently at positive balance due to low spending over summer and fall
* Could bump up food reimbursements from $10 to $15, hold more events
* Could reimburse residents for ingredients used to make dishes from cookbook
* Amanda to check about Events budget, ask Naomi about reimbursing house tax

[Discussion] Lease agreement policy

* Entry without advance notice is allowed for maintenance service; not policy in Tang
* Could have Ashdown facilities leave a note indicating an official visit
* Amanda to forward email on this policy, email Denise and copy AHEC

[Discussion] Cleaning of apartments

* Unclear when/how apartments get cleaned after residents move out
* Submit Atlas tickets and ask Denise if persistent issue

[Discussion] Virtual tour of Ashdown/Ashdown rooms for visit weekend

* Only have photos on Ashdown House website, haven’t changed for years
* Good to mention this to David to take on since Housing has incentive to fill rooms
* Adam to mention to David tomorrow in ResOps meeting and stress urgency as visit days are coming up quickly

[Discussion] When/how to hold AHEC elections

* Three parts to election: nomination dinner, coffee hour speech night, election for proposed dates Mar 12, Mar 18, Mar 21; events will be different this year
* Can get list of officers to Naomi by late April
* Could host recruitment events in Gather with meal reimbursement starting no later than Mar 1; could have two events and invite former AHEC to talk about non-COVID times
* Adam to work with Deirdre to plan some dinner type events, and reach out to former AHEC members
* AHEC to write to AHEC list for help recruiting & start advertising/planning events

Presided by: Amanda

Meeting adjourned