AHEC Meeting Minutes

Date: Wednesday, June 1, 2022, 8:00pm @ Crafts

Attendees:

Deirdre

Akhilan

Xiaowei

Shomik

Kim

Kota

Kota’s friend

Yuriy

Amogh

Minutes: Shomik

[Discussion] Garden

* 24 responses in google form
* 12 plots
* Assign 2 people to each plot
* Host an open day where people can choose their own partners
* For open day: will order food, hoses, equipment, etc
  + Lots of tools dispersed in the garden or shed
  + Xiaowei will send buying information
* Attendance required to get a plot

[Discussion] Purchases

* Buy2Pay – use common vendors
* Reimbursement through Atlas
  + $10-15 per person for food

[Update] Outside Meetings

* GSC General Council meeting
* Nothing important

[Update] Suggestion Box

* Making BC / condoms available in bathrooms
* Who would resupply?
* Ask staff
* For undergrad: GRA provides usually outside the room
* Any investment from MIT medical?
* Akhilan will check with Denise or wellness officer
  + Wellness officer may have to restock

[Update] Seed packets and small pot

* Special Coffee hour to give out plants
* Budget finalized already
* Xiaowei to send Kim the buying details

[Update] Ashdown swag

* Finalized how many + designs
* Vertical design finalized
* What size distribution?
  + From officer orientation
    - 18 responses
    - 70% M, 10% S, 10% L, 10% XL
* 30 jackets, 30 hoodies, 50+50 tshirts (2 colors), lunch boxes, beer glasses, can openers
  + Need sizes for shirts, hoodies, jackets

[Update] Hockey table poster

* When not to use the table (during quiet hours)
  + Speakers automatically turn on
    - Press sound off button
    - Or just disconnect speakers
  + Hitting can be loud
* Ask publicity about creating poster
* XIaowei to ask Ignacio to make a poseter

[Update] Fun fund utilization

* Alex will organize more outings with fun fund money
  + Once a month
* i.e. serena AYCE sushi trip

[Update] Re-initiating Ashdown club activities

* To discuss during communities meeting
* Big push in the fall, ie during orientation

[Update] Officer orientation

* June 19
* 18 RSVP
* Hulsizer will be closed for floor refurbishing
* Thirsty ear instead
* Agenda for orientation? From last year:
  + Presentations from AHEC members
  + Quick overview of reimbursements and purchases
  + Team-building – build tallest tower
  + Notepad brainstorming per committee
  + + Dinner
* Feedback from form: no tower building
  + Ropes course teambuilding? For the future
  + General discussion
  + Other teambuilding alternatives
  + Personality tests
* Action items:
  + Each AHEC member to create or refine slides
  + Committee + role
  + Internal housing lottery, AHEC elections, financial
  + Officer expectations
* Logistics
  + Buy poster paper + sticky notes
  + Buy activity items
  + Akhilan will take care of this
* Officer headshots
  + Double check with photo officer
  + Outside or with photo booth
* Food

[Updates] Instacart tax exemption

* Unavailable
* Only food orders on Instacart
* Non-food through Buy2Pay Amazon etc
* Form for p-card
  + Need a new person on the card each year
* $3k limit. Charges account whenever a purchase is made
  + For instacart subscription and some food purchases
* Amogh will set up and send info to chairs

[Updates] New furniture for courtyard

* 4 cushions ordered, ~$150 each. Now need chairs
  + Chairs are ~$500 each
* Return cushions and buy cheaper chairs with cushions
* More brown ones
  + $250 each
* Light and foldable. Easier to move (I.e. lawn mowing)
* Dennis ordered cushions
* Try to make the cushions fit on existing chairs
  + Cushions are in the lobby next to recycling bin
  + AHEC will try out during weekend

[Updates] Advertising house tax

* Events, coffee, communities etc
* “Event is sponsored by house tax” supported by head of house

[Updates] Conflict resolution resources

* REFS
* Akhilan hasn’t heard back yet

[Discussion] Computer room renovation

* Remove scanners and printers first
  + Check if working
* Remove furniture
* Amogh to follow up with Dennis
* Measure and see what can buy and fit
* IST is responsible for maintaining?
* Amogh will email Dennis about printers
  + Move to study lounges
* One printer might be broken. Need to figure out who owns
* Do big print jobs through copytech. Relatively cheap and avoids large capital expense

[Discussion] Projects

* Conflict Resolution
* Flyer for contact info
* Club activities
* Subscription
* Mental / physical wellness
* Sustainability
* Town halls
* Academic events
  + Research presentations?

[Update] Thirsty Ear card access

* Still awaiting confirmation
* Akhilan will test

[Discussion] new (nick)name for AHEC

* For internal documents
* Alchemic
* CEHA
* Random name generator
* AAXKY

[Discussion] Website

* Port information from old to new website

Presided by: Akhilan

Meeting adjourned