AHEC Meeting Minutes

Date: Wednesday, August 24th, 2022, 8:00pm @ East courtyard

Attendees:

Akhilan

Xiaowei

Amogh

Adam

Katie

David

Minutes: Akhilan

[Update] Report back from any outside meetings

* Amogh heard from Dennis regarding the computer room renovation
	+ Planning for it will start soon

[Update] Check suggestion box for entries

* None

[Update] Open forum items

* New columns in infrastructure status sheet
	+ Akhilan will fill out columns

[Update] Next funding cycle

* LEF/GSC deadlines
	+ Coming soon
	+ Organizers will draft applications
	+ Narumi will submit

[Update] Door tags

* We have a winner!
* Xiaowei will announce contest winner
* Xiaowei will collect residents preferred names and print out door tags

[Update] Interest group sign-up

* Xiaowei will ask Haochen to send out a sign-up form

[Update] Joint dorm events

* SPEC
	+ Fall Carnival
		- Will submit LEF application next week
		- Akhilan will discuss with Events
	+ Joint Halloween event (similar to last year)
		- Edgerton has not responded
		- Warehouse will join us
		- Will submit LEF and GSC application
		- Akhilan will discuss with Events

[Update] Orientation advertising

* Akhilan will ask John to finalize and print out unified orientation poster
* Akhilan will send a unified advertisement email to grad-dorm-officers and dept admins
	+ Will include RSVP form
* Xiaowei will register all orientation events on Engage
* Akhilan will create a Google calendar and iCal and send it out

[Update] Orientation photography

* Photography officer is available for all events except Karaoke and Crosswords & Croissants

[Update] Orientation volunteer sign-up

* Akhilan will create a volunteer sign-up sheet and send it out

[Update] Infrastructure issues

* Getting a commercial oven seems difficult
	+ Commercial appliances need to go through an approval process
	+ Gas connections are limited
	+ A large electric oven (like an air fryer) might be easier
* Akhilan and Lisa will discuss new appliances

[Update] New House Manager

* Denise will stay until the end of October
* Julie will start around the beginning of October

[Update] Poster and Google form for recruiting new officers

* Yanina will finalize a list of new officer positions
* Akhilan will print out and put up recruitment posters
	+ Will include revised committee sorting hat

[Update] Joint events with CoSI

* No update

[Update] Ashdown subscriptions

* Still waiting for credit card approval

[Update] Courtyard hammocks

* Amogh will ask Dennis

[Update] Bird feeder

* Done! Located in East Courtyard under tree
* Noah will refill bird food

[Update] New funding sources

* Xiaowei will review slides from financial training

[Update] Food safety training

* Xiaowei will follow up on the cost of food safety training

[Update] Kitchen inventory management

* An inventory officer agreed to handle this
* Xiaowei will ask the officer to check the kitchen supplies to make sure there are enough before orientation

[Discussion] Adding new residents to Ashdown slack

* New residents are not automatically added to the slack ☹
* Xiaowei will invite new residents to Ashdown slack
* Xiaowei will make a mailing list for new residents based on the roster Adam sent AHEC

[Discussion] Changing AHEC meeting time

* Akhilan will ask Kim and Yanina

[Discussion] Food for next week

* Amogh will get food
* Spicy food?

[Discussion] Anything else

* AHEC Attendance at HoH dinners
	+ Akhilan will ask current AHEC and former AHECs to sign up

Presided by: Akhilan

Meeting adjourned