AHEC Meeting Minutes

Date: Wednesday, Feb 22nd, 2023, 8:30pm

Attendees:

Xiaowei

Yanina

Akhilan

Katie

Kim

Wentao

Shakul

Zheng

Michael

Deirdre

Tzu-An

Yun-Sheng

Minutes: Yun-Sheng

[Discussion] Welcome AHEC elect!

* New AHEC: Shakul, Tzu-An, Wentao, Zheng (chair of AHEC), Yanina
* Next week super-AHEC meeting (old and new AHEC), rescheduling of AHEC meeting, potential retreat date

[Update] Report back from any outside meetings

* Shakul: internal event tracker: have the code base to move ahead
* Zheng and Akhilan: General council meeting about autorenewal policy

[Update] Check suggestion box for entries

* Sending emails about renewal policy to officers to explain the process
	+ Yanina will email current and previous officers

[Update] Open forum items

* Temperature task force (Michael): the responsible party will send an email to Ashdown to explain the plan
* 3AM Anno: Shomik will send an email to officer about advertising events through 3AM Anno
	+ Akhilan will send email to chairs about 3AM Anno (coffee hour, brunch, fun funds)

[Update] Next funding cycle

* Deadline: LEF March 1st, GSC March 5th

[Update] Front desk system

[Update] Courtyard hammocks

[Update] Setting up Ashdown subscriptions to Costco, Instacart, Netflix etc.

[Update] Garden

[Update] Front desk fines

[Update] Website (lottery system, touchstone, mailing list etc.)

[Update] Inventory

[Update] Mailing list issue

[Update] Wellness survey

* MIT medication prefers to know what’s on people’s mind, popular topic, give workshop
* Akhilan will write the related info on whiteboard

[Update] Operations meeting

[Update] Bike room

[Update] Adaptable officer board

[Update] Infrastructure issues

[Update] Vacuum stickers

[Update] Automatic lights

[Update] Sustainability

[Update] Shelf behind front desk

[Update] Handover documents

* CH, Brunch, Events, Ops chair are retiring/moving to new roles, Events and Brunch have some documentation
* Currently in progress, Yanina will follow up with chairs

[Update] New officer list

* Required to send the list of officers to Naomi before Marth 28th

[Update] Officer of the month

* Yanina will inform the Feb officer of the month, etc.

[Update] Front desk TV

[Update] Computer room renovation

* In progress

[Update] Next housing lottery

* Concern: people in other housings are able to move in to Ashdown through internal transition
	+ Akhilan will send an email to Nicole to get some clarification, and respond to the resident

[Update] Room posters

* List of changes we want to make for the room posters, and send them to Julie to print them
* Yanina will coordinate with Ignacio to finalize the posters by next AHEC meeting
* Including new house manager information

[Update] Event tracker

[Update] House tax increase

* The referendum passes
* Akhilan will email residents and Naomi

[Update] AHEC initiative tracker

* Fully filled in

[Update] Collaboration with CoSI

* Arrange a meeting with them and discuss about funding between 3/15-4/15
* Topics for the panel list discussion

[Update] Temperature Task Force

[Update] New bike pumps

[Update] Door tags

* Adam will send a list of new residents

[Update] New resident FAQ page

* Already there, can fill out some more info
* Yanina suggests adding officer renewal info to the FAQ

[Discussion] Thirsty Ear

* Opening soon, soft opening this week, continue to have soft opening, and will eventually open completely
* Intended to invite Ashdown officers first for the soft opening, Xiaowei will send an invitation to officers

[Discussion] New officer hiring

* Yanina will put up the posters and start scheduling interview
* Make sure we have chairs for each community: CH, brunch, operation

[Discussion] AHEC transition plan

* Assigning new roles
	+ Chair: Zheng
	+ Officer coordinator: Yanina
	+ Treasurer: Wentao
	+ External affair: Shakul
	+ Internal affair: Tzu-An
* Committee assignment
	+ Event: Wentao
	+ Operation: Shakul
	+ CH: Tzu-An
	+ Community: Zheng
	+ Brunch: Yanina
* GSC meeting
	+ General council meeting representative: Tzu-An
* AHEC retreat: do a when2meet to schedule

[Discussion] Project prioritization

* Each AHEC person picks 1-2 one project to discuss for the next meeting

[Discussion] New AHEC meeting time

* Same time

[Discussion] Food at AHEC meetings

* Wentao will get the foods (no dietary restrictions)

[Discussion] New name for AHEC 2022-23

[Discussion] Anything else

* Go with what we have for this cycle