AHEC Meeting Minutes

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

Attendees:

Akhilan

Wentao

Temi

Adam

Xiaowei

Tzu-An

Kim

Yanina

Shakul

Zheng

Amogh

Katie

Michael

Minutes: Yun-Sheng

[Update] Report back from any outside meetings

* None

[Update] Check suggestion box for entries

* None

[Update] Open forum items

* Housing not renewable
	+ Adam: 1-year guarantee in Ashdown, guaranteed other dorm at MIT
	+ Zheng: Rejection email includes guaranteed housing somewhere

[Update] Next funding cycle

[Update] Front desk system

[Update] Garden

[Update] Front desk fines

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

[Update] Inventory

[Update] Mailing list issue

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

[Update] Wellness survey

* Xiaowei is still waiting reply from MIT medical

[Update] Adaptable officer board

* Yanina will ask all officers (including new ones) to submit/update photos

[Update] Infrastructure issues

* Issues: Kitchen outlet near the back and leakage kitchen
* Wentao will drop by and check with Julie

[Update] Vacuum stickers

[Update] Automatic lights

[Update] Sustainability

[Update] Shelf behind front desk

[Update] Officer list

* Yanina will send the result tomorrow, and set the response deadline to Saturday

[Update] Officer of the month

[Update] Front desk TV

[Update] Guest list email

* Yanina will send out an email instructing people on how to use the guest list
* Also send to tech officer to update the list on the website

[Update] Room posters

* Yanina will update the room poster and send updated version to Julie

[Update] Collaboration with CoSI

* Yanina needs to send invitation email to speakers

[Update] New officer hiring

* 21 out of 29 accepted

[Update] Inactive officers

* Warning to inactive officers (kept on the list for one semester, but not counted as one service semester)
* Yanina will reach out to inactive officers

[Update] Courtyard hammocks

* Yanina will move the hammock to the AHEC closet, Yanina will talk to Julie

[Update] Computer room renovation

* Amogh and Wentao will discuss, double check measure of the room

[Update] Housing calendar

* Amogh will send out a housing calendar for residents

[Update] Event tracker

[Update] New resident FAQ page

* Shakul will update FAQ page with information on the new resident pamphlet

[Update] Thirsty Ear

* Wentao will email Mike and Julie with a list of items
* Wentao will buy a plastic calendar, pushpins, and will make a how-to-use guide for bulletin board

[Update] House tax increase

* Approved by Naomi, happening in this Fall

[Update] Spring concert/alumni dinner

* Akhilan will email floor officers

[Update] AHEC retreat

* Planning in a few weeks

[Update] Officer orientation/social

* Akhilan will email officers a when2meet

[Update] AHEC-chairs social

* Scheduled in three weeks
* Set a threshold, remaining paid out of pocket

[Update] MHH Application

* Kim is still waiting reply from the dean, talking about resources added to Ashdown

[Update] Handover documents

* Amogh will demonstrate Shakul how to do the lottery, might even record the process if done over Zoom
* Kim will update existing document about the logistics

[Update] Temperature Task Force

[Update] New bike pumps

[Update] Door tags

* Ignacio will prepare door tags

[Discussion] Noise complaint reporting system

* Akhilan will email residents the policy
* Kim suggests mentioning complaint emails should not be sent to the entire Ashdown

[Discussion] Card access for non-Ashdown officers

* Akhilan will talk to Dousabel and email Adam about card access

[Discussion] GSC committee assignment

[Discussion] Key transfer

* AHEC closet key: Akhilan -> Zheng; Amogh -> Shakul
* Wentao will talk to Julie about the copying the pantry key

[Discussion] Project cleanup

[Discussion] Food at AHEC meetings

[Discussion] New name for AHEC 2022-23

[Discussion] Anything else

* Michael will plan and announce bike cleanout, Michael will ask Ignacio to create posters for bike clean-out
* Keep AHEC meet next week
* Considering buying owl for meetings in Ashdown