AHEC Meeting Minutes

Date: Wednesday, Mar 28th, 2023, 8:30pm

Attendees:

Akhilan

Zheng

Bill

Kim

Yanina

Katie

Adam

Wentao

Michael

Minutes: Bill

[Update] Report back from any outside meetings

[Update] Check suggestion box for entries

* (Soften lighted) lamps in study rooms
	+ Wentao will ask Julie
* Quiet hours
	+ It is totally fine to contact MIT police/MIT security for noise situation

[Update] Open forum items

[Update] Next funding cycle

[Update] Adaptable officer board

* Ignacio will design the board with publicity officers

[Update] Infrastructure issues

[Update] Vacuum stickers

[Update] Automatic lights

[Update] Sustainability

[Update] Shelf behind front desk

[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

[Update] Room posters

[Update] Collaboration with CoSI

* Yanina will send new emails to improve planning

[Update] Inactive officers

* Send email to schedule social, photo-shooting

[Update] Courtyard hammocks

* Wentao will talk to Julie about assembly

[Update] Front desk system

[Update] Garden

* Contact Julie to find a way to clean out rats
	+ Coordinate MIT ground crew to clean out?
* Yanina will email garden officer

[Update] Front desk fines

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

* Akhilan will schedule a time with Xiaolu

[Update] Inventory

* Wentao will coordinate an AHEC inventory cleanout

[Update] Mailing list issue

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

[Update] Wellness survey

[Update] Housing lottery

[Update] Event tracker

[Update] New resident FAQ page

[Update] Computer room renovation

* ~3500 $
* Wentao will email Naomi to confirm what to buy for the room

[Update] Thirsty Ear Kitchen items

* Fridge will be moved in

[Update] Key transfer

* Julie is preparing key copies

[Update] Spring concert/alumni dinner

* Event committee to send email for advertising
* Akhilan will contact with Ignacio to prepare poster

[Update] AHEC retreat

* Akhilan will draft a retreat schedule

[Update] Officer orientation/social

* Likely to happen on April 16th
* Akhilan will announce the orientation
	+ Food training
	+ 600 $ for the event

[Update] AHEC-chairs social

* April 15th
* Zheng will send a suggestion box for where to go in slack

[Update] Card access for non-Ashdown officers

[Update] MHH Application

* Kim will draft a proposal

[Update] AHEC Handover

* Kim will schedule with Tzu-An

[Update] Temperature Task Force

[Update] New bike pumps

* Yanina will order new bike pumps for Ashdown bike room

[Update] Door tags

[Discussion] Bike cleanout

* Michael will buy new tags
* Print posters for the bike cleanout event

[Discussion] GSC committee assignment

[Discussion] Project cleanup

[Discussion] Food at AHEC meetings

* Kim

[Discussion] New name for AHEC 2022-23

[Discussion] Anything else

* Yanina will remove “turn off light” sticker from laundry/bike room