AHEC Meeting Minutes

Date: Wednesday, May 24th, 2023, 9:00pm

Attendees:

Zheng

Tzu-An

Wentao

Shakul

Katie

Deirdre

Michael

Bill

Minutes: Bill

[Update] Suggestion Box/Open forum

* Vacuum issue
	+ Currently, one vacuum is not working due to entangled hair (Wentao will try to fix it), one is working
	+ Signup sheets for vacuums?
	+ Allocate vacuums to floor officers?
	+ Wentao will check vacuum status weekly?
	+ Cleanup sheet/instruction tag on vacuum to remind cleaning after using

[Update] Report back from any outside meetings

* Grad appreciation

[Update] Budgeting External

* Wentao sent emails to chairs
* Wentao will send a reminder

[Discussion] Budget advocacy

* Discuss with other dorm housing leaders before June 6th

[Discussion] Funding sources

[Update] Budgeting Internal

* Wentao sent the email

[Update] Bike Cleanout

* Inventory will pump tire on Sunday
* Monday 2-5 pm
* Wentao and Zheng will create a volunteer sheet and send a message asking for volunteers

[Update] Subscriptions

* Zheng will update with Wentao
* Need to restart Netflix, Instacart, Costco

[Discussion] Key transfer

[Discussion] Website

* Shakul will send an email to new AHEC asking information for website update
* Do we need an officer handbook?
* Michael will check if there is an old copy
* New resident FAQ is completed
* Website migration
	+ Shakul will check with tech officers

[Discussion] Vacuums

[Discussion] Space heaters

* Katie will check emails about space heaters
* Zheng will follow up with Juie and TTF

[Discussion] Coffee machine + Soft serve

[Discussion] Julie

* Wentao will meet with Julie biweekly
* Tuesday, May 30th 9 am

[Discussion] BBQ Grill Lock and Policy

[Discussion] Relaxation Room Opening

* Saturday, May 27th

[Discussion] New Ashdown motto

* MIT oldest and ~~newest~~ graduate residence

[Discussion] AHEC Meeting Place

* Hulsizer for the following meetings

[Discussion] Food at AHEC meetings

* Tzu-An

[Discussion] Anything else

[Discussion] Closed session