AHEC Meeting Minutes

Date: Wednesday, July 19th, 2023, 8:00pm

Attendees:

Zheng

Tzu-an

Katie

Adam

Wentao

Yanina

Shomik

Minutes: Yiming

Policy on website Zheng

* We have a policy page <https://ashdownhouse.mit.edu/about-ashdown/ashdown-policies/>

Funding Wentao GSEG update

* Got brunch funding but less than normal.

Orientation Wentao

* Things are going smoothly

New Keys Wentao

* Has not happened.
* Julie will get this done soon.

Julie meetings Wentao

* Should we stop by? Weekly sync does not work.
* Good to have in-person meetings

Officer of the month Yanina

* Table this.

Door tags Yanina

* Yanina will figure out what’s the best thing to do.
* Have a design by the time they move in.
* Have the contest asap. Two weeks for design and one week for voting.

Flag Yanina

* Location picked

Website Migration Shakul

* Tech officers are not responsive.

TEEC collaboration Shakul

Whiteboard Shakul

Vacuums Tzu-An

* Will come up with a system

Officer leave policy Tzu-An

* Cannot add multiple owners to the calendar but can invite editors.

Officer perks Tzu-An

Open forum

Inventory discussion

* Shomik. How to limit the number of lost/damaged items?
* Self-service locker? Sounds nice, but need a more realistic proposal.
* Need a way to keep track of the check-out system.