AHEC Meeting Minutes

Date: Wednesday, September 20th, 2023, 8:00pm

Attendees:

Zheng

Yanina

Adam

Katie

Wentao

Tzu-An

Shakul

Isabella

Minutes: Bill

Attach QR codes to front desk items

* QR code book in the front desk/QR code attach to the item
* Check out by scanning the QR code, front desk hand the item to the person
* Check back in to Front desk, front desk scan the QR code
* Isabella can start a trial for vacuum and ping pong paddles

[Update] Suggestion Box/Open forum

[Update] Report back from any outside meetings

TODO list cleanup

* Bike room: 11:15 am next Wednesday meet with Julie, Rich, Hilton
* Door poster: Will be brought up with Julie meeting

Officer Hiring

* Email chairs ask officers performance, and what positions are opening
* Send forms to officers and ask if want to continue (reapply)
* Yanina will send emails to the whole dorm and print out poster for available positions

Committee redistricting

AHEC+Committee Budget

* Wentao will check the budget and discuss later
* No food but will have snack for the following AHEC meeting

Office hours

Food stolen issue

* Adam will follow up with people in Ashdown talk

Officer perks

* Officer social/ Officer meal voucher?
* Monetary values will be spent for more community benefit

3D printer

Owl

* Adam is on track

Whiteboard

Julie meetings

Spot check policies

Officer survey

AHEC+Chairs meeting

Set up TEPC meeting

Coffee machine

Funding

New Keys

* Julie is in process getting new keys

Website

PSN

Officer leave policy

Vacuums