AHEC Meeting Minutes

Date: Wednesday, March 27th, 2024, 8:00pm

Attendees:

Zheng

Deirdre

Katie

Shakul

Yanina

Wentao

Ryan

Hyein

Victor

Minutes: Yun-Sheng

Suggestion Box/Open forum

* Has the new AHEC received the emails/surveys from Nelson/Naomi? Yes.

Outside meetings

* GSC meeting next week: Hyein and Wentao will be attending the meeting
* Zheng and Ryan will be attending another meeting

Shutdown postmortem

* Went smoothly
* Might help to understand why WiFi isn’t shutdown to help people make plans
* Ashdown Hulsizer and SidPac multi-purpose room not many people

[Discussion] Transition Plan

* Another transition meeting after this SuperAHEC
* Trained done between Yanina and

[Discussion] Transition logistics

* Once all the transition done, SuperAHEC would have to pass over the password, keys, etc.

March Madness

* Sent out an email about prize last week; some possible prize ideas include a small trophy or a gift card, free pass to skip the coffee hour and brunch line
* Trophy can be between $5-$15
* If there are weird things about gift cards?
  + GSC won’t reimburse gift cards; the policy seems to be able to reimburse cash, but not gift cards

Eclipse Viewing

* Total eclipse on April 8th
* Do we want to do an eclipse viewing event here at Ashdown?
  + Buy 5 or 10 pairs of eclipse glasses? $7 per pair on Amazon, so we can probably get some
  + Can probably ask some event/coffee hours officers to organize the event

[Update] Will fund purchase

* Katie tried to find anyone that has agreement that MIT would pay for the equipment, but not much progress
  + Most likely 50% paid by Ashdown and 50% paid by MIT
  + The purchase would go through Julie
  + The policy is that Ashdown can buy any dangerous equipment but MIT won’t maintain it and pay for it
* Good to send out the Will fund list, any clarification needed?
  + Prioritize TV/vacuum/TV/vacuum/…
  + Shakul suggests that from utility perspective, vacuums are probably more useful

[Update] Tech team

* Zheng has followed up with the Tech Team
* A bit hard to consistently keep up with the Tech Team, would it be a good idea to ask one of them to join the AHEC meeting every week?
  + Might ask the Chair to attend the meeting?
  + One potential problem is that the AHEC meeting goes through a lot of things unrelated to Tech Team; a better way might be asking them to join over Zoom at the start of the meeting
  + Motion to add attending AHEC meeting to the responsibility of the Tech Team: 6 pro vs 1 against
* SuperAHEC might take over the operation team for a little while
* Need to reboot the computer since the Ashdown website is down
  + Yanina will ask Julie about the key to the computer room in the lounge
  + The key can be borrowed from the front desk

[Update] Mailing List

Wooden boards

* Deirdre will email Julie about the updating the board which was last updated about 3 years ago

[Discussion] Julie emails/Infra items

* Piano tuning will happen before a couple days before the Spring concert (April 18th), so current planed at April 16th
* Should be fine for anyone to do the piano tuning
* Added to Julie items

[Update] Garden/Sustainability

* Haven been going smoothly, pulling up the chicken wire: on track
* Shomik will be on board the sustainability team
  + Not clear expectation for what they should do
  + Yanina will reach out to the team and CC Victor

[Discussion] Hiring

[Update] Officer List

* Officer status not up-to-date in the database
* Seniority points system is fine, just need to be updated for this round
* Synchronize whatever the system is going forward, so it might be another good idea to ask Tech Team to join the AHEC meeting
* Will continue seniority points system unless the new AHEC wants to change it

[Discussion] Lottery

* Shakul will send the email tomorrow, since the termination form is due today

[Discussion] Codification of policies

[Discussion] Bike room

* Bike cleanout happens once a year, might be a good time to renovate the bike room
* Added to Julie items

Lateness on minutes

* It might be best to record the attendant time for accountability
* Should the meeting minutes record who is late more than 5 minutes, and who is absent?
  + Lateness and absent without notice to be recorded
  + Motion to explicitly add late/absent information in the AHEC meeting: 3 in favor, 2 opposed

Anything else

* Wentao would be doing a front desk/inventory cleanup this Saturday
* It might be a good idea to ask whether inventory team can support; also might be a good way for training
  + But it might be a bit short notice if planned at this Saturday
* Wentao is planning to send out volunteer emails tomorrow
* AHEC retreats somewhere near with better foods or off-site with less expensive foods and would have to leave a bit earlier so might be hard for former AHEC to join?
  + Most people seem to prefer somewhere near

Swag policy and punch cards