

AHEC Meeting Minutes

Date: Wednesday, January 8th, 2025, 8:00pm

Minutes: Yan

From residents:

1. Hypodermic needle in water fountain: Residents sent email to Adam but didn't get a reply. Ask Julie to put a rubbish bin allowing for disposal there.
2. Atlas request not responded: Suggest the residents to call Unit 12. Maybe also suggest the residents to go and talk directly with Julie.

Gym renovation: Prepared a survey to residents. Planning to send out by the end of this week.

Sparkling water fountain: Should send a picture to Julie. Ideally it will be done when they redo the kitchen (March or April).

Staff name boards: Update from Julie: still finalizing the name tags to be put there.

Residents list & Ashdown website (for seniority points & lottery): Will get resident list from Adam to tech team. Regarding website:

- Victor met the new webmaster at the end of prev semester; will follow up using email.
- Current info: Previous webmasters already tried revising the website, but it's way too much for a single officer.
- Plan: Discuss with previous & current webmasters and see what's most important (e.g. seniority points? Lottery was done using Google Sheets and it worked pretty fine; no need to make it super automated).
- Concern: Residents probably want to see exactly how many seniority points they have. Replying to everyone's email sounds bad. Putting all information into the Google Sheet makes everything public, so it might be bad.

A related but different issue: What's the actual website of Ashdown? Maybe we need to reorganize the current website so that ppl can click and find the information they need (e.g. the entry into lotteries is currently hidden).

Making the website team more efficient: Should talk to them, tell them what functions we need, try to break the big problem into parts, and assign each of them to one ppl. Victor will arrange a meeting between AHEC and them.

TV: Before the break, Wentao had issues connecting the TV with external devices. Will follow-up with Wentao again.

Kitchen tidiness: Julie said house staff checks the kitchen everyday about its cleanliness (so deep clean is not needed). Maybe we organize the group of ppl who often use the kitchen once per semester / year to throw away everything that's expired. Can send emails to Coffee Hour and Brunch committee to coordinate this.

Screen in the lobby: Previous officer stepped down (from David) and didn't reply. Maybe need to wait for a new officer in charge of this.

Bike room: Again we have to wait at this moment.

- Timeline: Julie says 2 weeks are needed to complete everything. Julie will reach out to the team to get a detailed timeline. We can start to informally announce it.
- Alternative when bike room is unusable: Can suggest to find some in-door location on-campus and put sth (like chairs) there st ppl can lock their bikes there temporarily?

Morning coffee: Told Coffee Hour committee they can use the space behind the lobby to do that.

Replacing pool table: A resident suggested replacing the pool table in the Pub.

- Issue: It's Ashdown property, so we need to get some money in order to do this.
- Question: Do we really need to replace it? We already replaced the sticks. Maybe let's try fixing it or replacing a part instead (there are some billiards companies in Boston; but they might be expensive).
- Plan: Ask the resident what exactly should be replaced. Ask the inventory team to investigate whether we really need to replace it in whole. Will talk with Wentao and Mike.

Swag design competition: Officer asked what exactly we can give to the winner and the participants.

- Tentative: Shirt & hat for winner, jar openers to participants / runner-ups.
- There're 2 winners: one for beanies, one for T-shirts & hoodies. Giving shirts to both of them?

Posters guidelines: Putting 3 poster guidelines from MIT, housing, and our own together gives a long guideline. Maybe first put it out and ask residents for feedback. Will email Publicity to announce it and wait for feedback.

Officer & new AHEC hiring:

- Deadline: Will be some virtual tours next week. Last year: Nomination Feb 22 & election Mar 2.
- Finding new AHEC candidates: The current AHEC should try to find new people that we hire for AHEC.
- Advertising: There is going to be a dinner on Feb 6 & 9 & 10. Can make people start to prepare for it early.

Fish tank: Should be somewhere in Ashdown. Need to find them.