

AILG Board of Directors Meeting  
12 September 2005, 6:30pm, W59/Alumni Association Meeting Room

1. Call to Order, Roll Call,  
Postponed approval of Minutes from the Previous Meeting (Aug 8) – not available
2. Committee Reports

- Facilities (Steve)
  - i. HM 101 (Peter)/SLI 101 (Dave)

10 presenters, 2 hands on demonstrations last year

Potential changes – see handout

Not concurrent with T101, not coordinating breaks etc.

Remove fire alarm and safety systems to 2<sup>nd</sup> day with inspections

Separate phone sys and data system, more architectural focus

Have Jay Flynn (BSF) lead 2<sup>nd</sup> day presentations on SLI process and related topics

Motivational skills (leadership, getting house members to do their chores) will be taken out, as will the “fix it yourself” demos.

Recommend to recruit (not just make open to) alumni. Maybe swap day 1 and day 2, to make it easier for alums to attend and to focus on life safety (vs passing an inspection).

BSF has agreed to take on the HM manual to update (pending time to pay him) and distribute.

Burmester moved that we adopt Mr. Cooper’s proposal to continue HM 101 as a 2 day course this IAP with understanding that Board wants committee to emphasize SLI and invite alumni. Baker second. Unanimous approval.

- ii. SLI status (Tom)

We have a contract ready for the Chair to sign. Immer is ready to sign. BSF is ready to sign.

Email discussion covered this well (control and sharing of information, self-governance issue).

Self-governance has prevailed. We need to do a Memo of Understanding (it’s in draft with Immer). Discussions between DHS and Facilities committee will be added to the memo. We agreed to quarterly meetings with MIT DHS, Dean for Student Life, Facilities committee. Kudos to Immer for his solidarity and perseverance. All six houses being inspected this week have opted into the program (for BSF services). Woodmansee signed 3 copies of the contracts at the meeting. Next steps - Still need to get Mr. Flynn under contract and insured.

- iii. Summary of Boston Egress Inspections (Steve)

Critical to have all Boston houses join. We have basically committed to Boston ISD that Jay is the guy. Boston did explain what they are looking for – critical life safety systems. They will not cite trivial stuff, though they feel obligated to point it out. ISD is guardedly skeptical (talk is cheap, prove you’ll actually do this). Flynn was schmoozing the inspectors when Baker left.

We should know the schedule for the rest of the inspections on Friday 9/16. Noted that all inspections since August have resulted in citations (these were 14 houses that had failed earlier inspections in May).

We seem to be in resolution mode now. Also noted that ISD is willing to schedule on request.

They thought they were doing us a favor by doing it during the summer.

In the mean time the ISD situation committee is meeting every Friday.

Action to call up houses (neighbors, friends) to get them signed up. Not to mention our own.

- iv. Subcommittee for T101 (Dave)

Breakfast meeting will recruit committee and attendees.

- v. Fiber Optic connections (Bob)

See email. No detail house by house, but progress is being made in Boston, mostly on schedule. 10/14 is the goal for Brookline, Cambridge and Boston. Maybe a week or two after that. Stated goal is done by 11/1.

\* Action for Ferrara to find a way to thank Grochow on this. (Letter from Chair, thanks at Plenary)

- Public Relations (Susan) - No activity to report

- vi. Table discussion of AILG presence on campus pending time (See Rezek's email to Geer 9/9)

Lesson learned – web presence for next year

Attending/getting better relationship with student orgs.

Check IFC web site for calendar and minutes. Every other Wednesday (this week Thursday) at 7:30 in Student Center.

- Economic Development (Dan)

- vii. Budget / non-SLI dues to present Wednesday

Handout/Email from Geer was discussed. Assumed 100% collection but we had 3-4 last year that did not. Concern for 100% collection. Some groups will may \$1000. We should collect the BSF/SLI separately (\$500 each license). Don't think \$400 is enough for basic dues. Feel that dues should be higher. Like having more contingency. Liked the asterisk.

Motion by Woodmansee for \$1000 budget with line item for SLI (and \$500 per license explicit).

Take out "60%" and leave in direct subsidy. Second by Burmaster. Unanimous approval.

- viii. FTP/RRI (Recruitment Retention Initiative)

Tabled (Marshall, Rezek, Geer working with Immer. Met once).

- ix. 501(c)3 options

WHEREAS: The role of an Executive Director is increasingly obvious as to its need, and

WHEREAS: An endowment for the AILG proper would make that role less dependent on a never-ending string of fat years, and

WHEREAS: Recruitment of funds for an Endowment Fund can only succeed promptly if tax advantages are in place, and

WHEREAS: Those tax advantages require incorporation and the achievement of the status 501(c)3 pursuant to the Internal Revenue Service Code, and

WHEREAS: Treasurer Geer and Board Member Burmaster held discussions with an attorney of competent skill the result of which was sufficient to indicate that a path through incorporation to 501(c)3 status is both plausible and possible if managed well, therefore

MOVE: That Treasurer Geer be and is requested to bring in a proposal ready for enactment by the next meeting of the Board of Directors of the Association of Independent Living Groups.

Discussion – Alumni association is interesting in having AILG as an affinity group (would need to be investigated with Beth Garvin). Not mutually exclusive, might help. Not sure of impact to liability (if any). Tangential to this discussion now. Incorporation is a separate discussion than hiring an executive director. Need to do some research with MIT to understand impacts – is this oppositional to them? Seen as unfriendly? IRDF funds (income) could be used by other purposes if we re-charter as a corp. SLI was made more difficult by not having a corporate identify. This has many implications for our relationships with our own members, MIT and Alumni Association.

Motion was made by Geer, Burmaster seconded. Voted 2 in favor, 1 opposed, 2 abstain.

\* Action for Ferrara to start looking (Jim volunteered join him) to get a definition of what liability MIT covers and what will be put in writing. (Who is insured memo). What are we covered for? Kirklin liability policy is written for AILG of MIT. Does it have a D&O?

- UG Recruitment and Retention (Herman)

Table until Herman returns

Chris Child to provide update on numbers so far

Rush officially ends Wednesday. Focus on number of visits to fraternity houses and increase the number of houses each student visited. Believed that 3-4 visits each would result in a

higher probability of finding a house they liked. Schedule was earlier (a few days before classes started) and shortened it to a week. Planning a de-brief this week and next. No letters on campus or fraternity members into dorms during orientation to build anticipation and avoid really early rushing. Orientation office (Liz Young) was encouraging IFC to wear letters earlier, will be evaluated. Brought back clearinghouse after 3 years. Mixed reviews, but better to get statistics (going to Grochow).

As of today, 535 freshmen males in the attending class. 53% of the incoming class is men. Freshmen given bids was 326, 61%. 415 bids given. 216 pledges as of today (40%). Freshmen who visited at least one house during rush (some upperclassmen and women were possibly entered) 531 = 99%. Number of unique enter/house combo 1,684 (means that average is 3.2 average visits to different chapters). 410 freshmen on day 1 (77%) on Saturday. Average of 3.2 houses on the first day. Last year there were 43 (IFC only) pledges who did not move in either for de-pledge or remained affiliated but didn't move into the house. This is the next initiative to focus on.

Action for Chris Child to contact Rezek re: who should be on the RRI committee. Potentially to add an IFC office for community service.

Jim attended the parent's brunch in Lobdell. There was an UG male and female with many alums. It was well-organized. Will hold another event during Parents Weekend. Cards were handed out to each person there. Many handouts of the Jaglom letter. Herman also attended.

- IRDF Grant Advisory Board (Tom)

Virtually everyone has applied (except maybe 3-4). Chugging along. Report on year 1 forthcoming. Probably some changes for next year. MIT Treasurer's office is being re-organized which will likely affect us.

NOTE – there is still \$7M to borrow. Go borrow it!

- Accreditation (Jim)

x. Discussion from Bueche

He is re-thinking this year's plan – as allegory, consider 1040 EZ form, then long form (for business, depreciation, etc.). Considering SLI, ISD, and other events, and need for basic information, the new approach would be to put together "EZ" form for ALL chapters as a stop gap measure. Then do 2-3 long forms (after short form) to capture delta in preparation time. Jim is also considering and wanting to reduce the level of training and recruiting teams (both UG, Alum and accreditation committee). Support from Baker to touch every house this year. Even the short form involves a visit, ideally – maybe a day long tour rather than 4 Saturdays. Bueche's short list is going to consider the time to read (~30 min) and fit questions/topics to that constraint. Not giving up long form but just prioritizing based on "fails" or "gray area". Begs question of what to do with chapters that don't pass. Governance/discipline question  
\* Action for Woodmansee to ask David Rogers for quarterly disciplinary updates.

xi. Geer's motion (align Accreditation with SLI)

MOVE: That in keeping with American jurisprudence,  
the sense of "accreditation" is that a house  
is approved unless and until it can be shown  
to be properly unapproved.

Geer's motion, no second.

Action for Jim to schedule meeting with Benedict/Immer

3. Other Announcements and Action Items

- Reminder – ALC Sept 23-24

Ferrara and Woodmansee worked on slides before the meeting

- Risk Management Advisor Program (Bob) – 8 ppl meeting regularly. Thursday (this week). No update from Trujillo on the web page.

Wed - October 19 at 6:30PM at MIT

Thur - October 20 at 6:30PM at Natick

Wed - October 26 at 6:30PM at Lexington/Bedford

- Web pages (Ferrara, Chris) – see handout. New volunteer section.
- Recruiting for AILG committees (Chris) – take up at AILG breakfast meeting.
- Freshmen mailing didn't happen (students didn't get stuff together).

Parents Weekend Oct 14 – 16 coordinate with Katherine Hankin (Ferrara to find out)

#### 4. Meeting schedule

- Plenary meetings (will be announced by Chair

9/21/05, 11/16/05, 2/15/06, 4/19/06, 6/14/06

- Board meetings

Oct 10, Nov 14, Dec 12, Jan 9, Feb 13, Mar 13, April 10, May 8, June 12

- Agenda for Sept Plenary – confirm food (Chris) done.

Budget (decision) – Geer (5 min)

Current ISD issues and SLI and BSF discussion – Holtey & Baker (10 min)

Committees (AILG recruitment) – Woodmansee & Ferrara (5 min)

Accreditation – Bueche (5 min)

Danny Trujillo – Ferrara, self (5min)

Disciplinary report – Rogers (10min)

Rush and Recruitment Report – Karnis, Child, Pfarr

RRI – Immer (& Marshall)

Introduction of Chris McGill – Immer (5min)

Education Announcement – Burmaster (5min)

Fiber Announcement - Ferrara (5min)

IRDF Grants – Holtey

T101 – 5min

Handouts (send to Marshall):

SLI participation agreement - Holtey

Budget - Geer

Risk Mgt Flier - Ferrara

FSILG Web Page – MITAA - Ferrara

T101 – Burmaster

HM101 - Cooper

FCI - Rezek

IRDF lessons learned – Ferrara/Holtey

Future topics – Alumni relations 101, Receivership of non-responsive chapters, Executive Director (paid staff), publicity.

#### Goals for 2005-06

- Recruit 20% more alumni to support AILG activities and attain full AILG participation
- Implement Safety, Licensing and Inspection program and ensure compliance by all FSILGs before the end of 2005-06 school year
- Develop programs and effect policy changes in order to enhance undergraduate recruitment and retention with the goal of a 10% increase in pledging and a 20% increase in move-in fraction
- Carry out a beta test of accreditation involving at least 5 FSILGs and finalize a full-scale accreditation plan to be implemented in the 2006-07 school year.