

**MIT AILG Board Meeting
Board Meeting Minutes
Thursday, October 4th at 6:30PM Room W59**

In Attendance: Steve Baker, Jim Bueche, Ernie Sabine, Lisa Tatterson, and Emily Marcus. Also attending were Tom Holtey, Scott Klemm, John Covert and Dave Burmaster.

The board meeting was called to order at 6:50pm

I. Minutes of the 9/13/2007 board meeting minutes were presented for review by Ernie Sabine. There was an MSP to accept the minutes as presented. The April 11, 2007 plenary meeting minutes were presented by Scott Klemm. There was an MSP to accept the minutes as presented.

II. Incorporation & Bylaws – Chris Rezek was unable to attend the meeting. Review of the current version of proposed Incorporation and Bylaws was deferred until the next board meeting. The board noted the need to send an out announcement to all AILG members 30 days prior to the next plenary discussion. Since the next plenary is on November 7th, the announcement will need to be sent by October 8th. Chris will be asked to send out the announcement before then.

III. Committee Reports

1. Accreditation Committee: Herman Marshall was not in attendance. The board noted six reports have been completed since the last board meeting. Steve Baker had met recently with Karen Nilsson, who expressed some frustration in having received no accreditation reports as yet. The board noted that reports need to be moved to completion as soon as possible and be distributed to relevant parties.

The committee has recommended accepting John Covert as paid contract coordinator for managing the accreditation process going forward. The board noted the need to establish/structure a 1099 taxable relation and a contract. The contract will need definitions of specific tasks, job functions, organization, who gets assigned to tasks and milestones. David noted that the biggest time consumption is scheduling and setting up meetings and the second one is “bird dogging” reviewers for reports. The board also discussed requirements of liability coverage. Herman is moving out of the committee and will not be able to continue this Fall. David volunteered to steer the volunteer group to conduct accreditation reviews for three living groups not yet reviewed during this semester. Jim B. recommended pursuing the four not as yet reviewed. Lisa recommended getting Kirklin Insurance’s liability ruling before beginning reviews. The Board requested the Accreditation committee to defer contracting a coordinator until it has developed a scope of services for the job and the specific process. In the mean time it requested the committee pursue the remaining groups not yet reviewed. Jim Bueche will get a liability ruling from Kirklin.

The board discussed AILG’s role in accrediting groups which opt not to join and be members of AILG. It is MIT’s expectation that all ILGs will join the AILG. There is a need to clarify what the AILG and MIT’s roles are in the accreditation process and what it means for groups that opt out of membership. It was noted that some groups do not have a living facility and others may have budget constraints sufficient severe as to make the cost of membership a burden. The Board requested Steve B to meet with Larry Benedict to review scenarios, MIT’s position and advice.

2. Facilities Committee: Steve Summit was not in attendance. Scott Klemm noted all houses had passed Fire Department inspection except Fenway House, whose status is unknown as it is not an SLI member. Scott also noted seven Boston based groups have been set up for ISD inspection this week.

3. IT-telecomm Committee (including e-mail lists): Scott Klemm – no report
Jim B noted a survey of the status of communications wiring in houses is nearing completion and a report to be issued in November. Jim is also working on prototype of an email system allowing control on a house-by-house basis. The implementation will need someone appointed as moderator from each house.

4. Board Treasurer (including Insurance): Jim Bueche reported an approximately \$30,000 positive cash balance. He noted three houses have not paid annual dues yet.

5. IRDF Update: Tom Holtey - no report

IV. “Longitudinal” Financial Study: Steve noted Bruce Lunde may abandon the study due to lack of response. He expected to get information from 990 IRS forms but many houses are not filing them. The board consensus is that we do not have resources to undertake this study for the time being. The board recommended committee pursuing capital planning aspects as IRDF grant applications contain relevant house operating information.

V. Feedback on Alumni Leadership Conference – Sept 28-29 & “Smoot’s Ear” Lecture on Sept 25
It was noted many FSILG personal were recognized for their efforts. The Friday sessions were not well attended and there was too much repetition from last year and overlaps with other sessions. The Negotiating session was good. The Smoot lecture was well attended and provided a good opportunity for preparation for 50th anniversary of initial Smoot painting.

VI. Miscellaneous

1. Updates to Phone Tree: Ernie Sabine – no report

Steve presented Bob’s phone tree for review and recommendation for updates, changes and improvements.

2. Formation of GPA reporting group. Steve reported no activity. Steve and Dan Eads, Phi Sigma Kappa, IFC president will serve on the group. The board recommended the group publish the method used by MIT for calculating GPAs. Explanatory information should be also be distributed with the GPA data. Steve will meet with IFC and get opinion on distribution from students. He encouraged board to support the students’ decision.

The Board Meeting adjourned at 9:14 pm