

MIT AILG Board Meeting
Board Meeting Minutes
Thursday, October 2nd, 2008 at 6:30PM W98-202

In Attendance: Board Members: Steve Baker, Jim Bueche, Dave Burmaster, Sara Pierce, Ernie Sabine, and Stan Wulf Also attending: John Covert, Bob Ferrara, Scott Klemm, Tom Holtey, Herman Marshall, Kaya Miller, Alberto Mena, Steve Summit and Rafaella Wakeman

The meeting commenced at 6:30pm with a round of introductions.

I. The board motioned, seconded and passed (MSP) to accept the minutes of September 4th 2008 board meeting and September 17th plenary meeting as amended.

II. Review of AILG financials Year-to-Date (YTD) - Jim Bueche: Jim presented the current balance and expense sheet and reported a positive balance of almost \$60,000 as a result of prompt receipts.

III. Brief recap of Cambridge Licensing Commission (CLC) hearing on ATO – Kaya Miller: Kaya reviewed the status of ATO. CLC has not sent a ruling yet, but one is expected soon with criteria to be met for relicensing. To meet these criteria DSL anticipates establishing new policies for ILGs with regard to Alumni board participation, RA responsibilities and summer operation. Alberto Mena presented IFC actions taken with ATO. After a committee investigation, hearing and review, ATO has been put under suspension. Further IFC actions are under review. The board discussed forming a review committee and inviting ATO corporation members to hear their plans for remediation. The board MSP formation of a committee consisting of AILG board members Dave Burmaster, Steve Baker and Sara Pierce along with Steve Stuntz as ombudsman to meet with the ATO alumni.

IV. Committee to study Summer Housing Policies (w/ MIT & students) – Kaya Miller: The ATO situation exposed weak ILG summer boarding policies. Kaya requested AILG participation on a committee of alumni, students and DSL to review and update policies. The board MSP to participate in the MIT committee. John Covert and Sara Pierce volunteered to represent the AILG.

V. Committee to study RA Job Description (w/ MIT & students) – Kaya Miller: The ATO situation resulted in CLC's request for better house supervision. Kaya requested AILG participation on a committee of alumni, students and DSL to review and update RA job responsibilities. The board MSP to participate in the MIT RA Job Description committee. Sara Pierce, Tom Holtey and Steve Summit volunteered to represent the AILG.

VI. AILG Goals – Steve Baker: Deferred for a future meeting.

VII. Committee Reports

a. Accreditation – Herman Marshall: Reviews are going well and the documentation and process is getting refined. Raffaella volunteered to join the committee.

b. Facilities Committee – Steve Summit: The committee discussed initiating “green” procedures and operations and the Amherst Alley beautification project. The committee will be reviewing the SLI fee structure to ensure it covers expenses. Kaya requested each house have a contact list posted in its entryway. It was suggested that when an accreditation review uncovers a

code violation that BSF be notified. Both the accreditation and facilities committees will review and determine the process to be put in place.

c. Education Committee – Dave Burmaster: There will be four courses given during IAP. The finance course will include new material about the revised IRS Form 990. The House manager course will include “green” topics. There will be a big rollout at the next AILG plenary meeting in November and a campaign to recruit attendees. Brian Owens of ZBT is considering a leadership course for undergraduates. Bob Ferrara also suggested creating an evening course for building advisory committees.

d. Insurance – Jim Bueche: Jim is beginning the April renewal process early. The FCI will be supplying AILG member alumni and corporation information requested by Kirklin. Jim is applying for Director and Officers (D&O) insurance for the AILG Corporation.

e. Volunteer Committee – Bob Ferrara: A prototype of the online alumni database is under construction.

f. IRDF & Network Grant progress – Scott Klemm: Two houses have network upgrades in process. There is a review of access control requirements by MIT. Contracts will be issued in the next week or so.

VIII. New Business

Kaya requested creating a committee to review the registration hold policy. She will bring materials for discussion at the next board meeting.

Tom Holtey requested help in following up with the finance study. This will be discussed at the next board meeting. Scott Klemm will help coordinate.

Bob Ferrara reminded all of the 50th Smoot Celebration this coming Saturday, October 4th.

Scott Klemm invited all to the FCI Annual Meeting on October 29th in the first floor Z Center Media room.

Next Board meeting Date: Thursday Nov. 6

Next Plenary Meeting Date: Wednesday Nov. 12

Smoot Celebration Day Plans - October 4

The meeting adjourned at 9:37pm