

**MIT AILG Board Meeting**  
**Board Meeting Minutes**  
**Thursday, January 8<sup>th</sup>, 2009 at 6:30PM W59**

In Attendance: Board Members: Steve Baker, Dave Burmaster, Jim Bueche, Sara Pierce, Ernie Sabine, and Stan Wulf Also attending: John Covert, Bob Ferrara, Scott Klemm, Tom Holtey, Herman Marshall, Kaya Miller, David Hutchings (IFC President), Brian Owens (ZBT) and Raffaella Wakeman

The meeting commenced at 6:35pm with a round of introductions.

I. Ernie Sabine presented and the board reviewed and made a motion, seconded and passed (MSP), to adopt the 11/6/2008 Board Meeting and 11/12/2008 Plenary Meeting Minutes as amended.

II. Review of AILG financials Year-to-Date (YTD): Jim Bueche presented the AILG corporation's financials. Receipts in arrears from living groups have been reduced to \$500. The total funds currently available stands at \$46,799.45 and total assets at \$48,949.45.

III. IAP Educational Courses - Dave Burmaster reported planning was on track to present six courses during IAP. The courses have strong registration counts from both undergraduates and alumni. Dave will send one more email reminder. He would like to get more alumni/ae to a special afternoon course. Bob Ferrara noted that several courses are slightly oversubscribed.

VI. Committee Reports

- a. Accreditation – Herman Marshall: Herman noted the Accreditation committee is on schedule getting reports out. There will be eighteen groups to review in the upcoming semester and probably fewer next year. The committee plans to modify the form for next year's cycle to separate it into public and confidential sections. Additional information will also be requested about non-MIT related awards. The committee is also planning to expand dissemination of the Accreditation process to alumni, IFC and Pan-Hel. John Covert noted there will be four groups to review by two review groups for February 7<sup>th</sup>.
- b. Membership in AILG - Scott Klemm: Scott noted there are fourteen groups that have not joined the AILG as of the designated non-review date of 12/21/2008 as specified in the by-laws. Steve Baker suggested contacting each group individually to request its signing the agreement. Steve, Bob Ferrara and others agreed to contact the groups. The board noted a review process needs to be developed for Pi Beta Phi.
- c. Facilities – Steve Baker reporting for Steve Summit: The committee is working on evacuation plans for all houses as requested by HRH Kirklin. There was a serious pipe burst at DK which is being repaired and will be ready for next semester. Work on ATO is being completed and the building will have an occupancy certificate next week. The board charged the Facilities Committee to review and establish the SLI contract
- d. Finance – Bob Ferrara: The committee had first meeting on Dec 9, 2008. Ernie Sabine is chairing a task group on financial metrics. The committee is also investigating dorm versus ILG living costs. Ernie and Bob Ferrara will also investigate establishing a pilot program for collecting house expenses through MIT Bursar's Office and solicit a living group for the test program.

- e. Advising – Sara Pierce: The committee has had two meetings and is preparing material for the IAP course. It is also looking at preparing materials to be used to helping set up advisory groups in living groups.
- f. Intervention - Steve Baker: The committee has had two meetings. It is considering a name change of committee focusing on assistance. The committee is building a process flowchart of how to identify issues and the kinds of actions to be taken when engaging groups needing assistance. The thinking is the committee will engage groups that the Accreditation committee deems have reservations.
- g. Summer Housing – Kaya Miller: We are in process of setting up a meeting date and recruiting participants. Dean Colombo wants a finding from the committee by May 1<sup>st</sup>. It was noted that that date is too late for this summer and that interim recommendations may be issued before then.
- h. RA Policy – Kaya: We are in process of setting up meeting date and recruiting participants. Dean Colombo also wants findings by May 1<sup>st</sup>. Some key issues are behavioral oversight, physical plant oversight and the age of the RA.
- i. Volunteer – Bob Ferrara: Bob reported goal is to have a system for test by July 1 that captures volunteers.
- j. AILG Dues Structure – Stan Wulf: Stan is planning meeting and gathering data from houses on dues structures and criteria.
- k. IT / Telecomm – Scott Klemm: Scott reported the fire radio problems have been fixed. A full implementation will begin as soon as the radios are in stock. The network upgrade will have 9 to 10 houses completed by the beginning of next semester. There are several houses that have not yet signed contracts. The estimated completion of all houses will be by the end of June. The board requested identifying individuals in IS&T who helped in the effort so as to cite and reward them at the June meeting.
- l. IRDF – Tom Holtey: The backlog of EOG applications is being quickly eliminated. The committee is still working on completing a new form and requirements for IRDF grants. Although donations to IRDF have increased, they have not kept up with the amount of grants issued. The committee is investigating ways of increasing donation participation. Bob will write a paragraph for distribution to alumni.
- m. Insurance – Jim Bueche: Jim is in the process of gathering data for the April insurance renewal. HRH Willis is requesting response to their coverage proposals. Jim noted that those groups that choose 100% replacement coverage now will get replacement cost coverage. Since the winter is the most likely time for heating system related problems, it may be a good time to choose such.
- n. IFC – David Hutchings: Dave reported IFC has set up a web site for information. IFC will be setting up inspections for ATO when they reoccupy their house.

#### VIII. New Business

- a. AILG budget implications for 2010 – Kaya Miller: Kaya noted the impact of MIT cost reductions on future programs, noting MIT is requiring all departments to decrease their budgets by 15% over the next three years. This amount to about \$90,000 over three years for DSL. This will affect DSL

staffing levels and the RA reimbursement program. Some programs are donor sponsored which will be affected if donations decrease.

- b. Shared Vision retreat – Kaya: The retreat will be on Monday Feb 2 at Endicott House from 10:00AM to 6:00PM.
- c. Rush Schedule - Bob Ferrara: The schedule for next year's Rush was distributed at the meeting
- d. Alumni email letter - Bob Ferrara: Bob reminded the board that Jan 27<sup>th</sup> is the date for the next email to alumni/ae. He requested submitting any suggestions for content ASAP.
- e. Accreditation Report on ATO - Board and Accreditation Committee members only: The ATO accreditation report was reviewed.
- f. Accreditation Report on Fenway - Board and Accreditation Committee members only: The Fenway House accreditation report was reviewed.

The meeting adjourned at 9:14pm