

MIT AILG Board Meeting
Board Meeting Minutes
Thursday, February 5th, 2009 at 6:30PM W35

In Attendance: Board Members: Dave Burmaster, Jim Bueche, Sara Pierce, Ernie Sabine, and Stan Wulf
Also attending: Kaya Miller, John Covert, Steve Summit, Scott Klemm, Tom Holtey, Herman Marshall, Kaya Miller, David Hutchings (IFC President), Minh-Phuong Huynh-Le (Pan-Hel), David?? (LGC Speaker) and Emily Marcus

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

- I. Review minutes of prior board meeting – Ernie Sabine: The board reviewed and made a motion, seconded and passed (MSP) to adopt the 1/8/2009 Board Meeting as amended.
- II. Scott Klemm introduced and the board welcomed three representatives from the UVA fraternity and sorority community who were hosted by Scott Klemm. The group is visiting MIT to better understand the FCI cooperative operation and how it might be used at their campus.
- III. Review of AILG financials Year-to-Date (YTD): Jim Bueche presented the YTD financials. Not reflected in the financials is a receipt of another \$35,000 from MIT for operations. There is a current positive balance. There are \$500 receipts in arrears from a living group(FIJI) which may never be recognized. The total funds currently available stands at \$59,437.42 and total assets at \$79,937.42. Costs for the IAP training courses were below budget. Jim is preparing next year's budget and requests input from the board of opportunities and expenses for next year. For security and simplification purposes Jim recommended not opening a separate savings and checking account and to continue the current use of the FCI account for transactions. The board requested Jim look into types of accounts at banks available for the AILG. The board MSP to accept the treasurer's report.
- IV. Recap of 2/2 AILG/IFC retreat at Endicott House: Kaya Miller reported the meeting's purpose was to pull together IFC, PanHel, ILG and AILG. Six initiatives were identified by a working group effort at the retreat. Kaya will post a report on the work.

- V. Discussion of 2/11 Plenary Meeting Agenda:

7:30 Welcome and Introductions

7:35 FSILG Office Update – Kaya Miller

- Review of living group activity
- Other items of interest

7:50 Treasurer's Report – Jim Bueche

- Presentation of Financials

7:55 Community Network Upgrade Project Update – Ash Dyer

8:00 IAP Course Recap – Dave Burmaster

8:05 Committee Reports

- Accreditation – Herman Marshall
- Facilities - Steve Summit (and Fire Radio – Scott Klemm)
- RA Committee – Kaya Miller
- Summer Resident Policy Committee – Kaya Miller
- Advisory Board Committee – Sara Pierce
- Finance (Insurance) - Jim Bueche
- Finance – Ernie/Bruce Lundey
- Intervention – Steve Baker
- IRDF Update - Tom Holtey

8:50 Announcements

- Next Plenary 4/15/2009
- Board meets on 1st Thursday of month

Adjourn at 9:00 am.

VI. DSL Update: Kaya Miller reported on recent events. There was a pipe burst at DKE on Jan 2nd. It currently has no certificate of occupancy and DKE members are living at the Hyatt hotel. The Cambridge License Commission inspectors keep coming back (for ATO as well) and finding other items preventing certification. They are hoping for certification within 2 weeks. MIT is working with ATO on certification as well as establishing procedures to help it attain accreditation status. Living Group Grade Point Average data will be available from last semester for the next plenary meeting. Kaya also presented a judicial update with several LGs on probation for alcohol related events. Several LGs are also on warning. There were many thefts over IAP. Academic performance committee results were also discussed.

VII. Committee Reports

- a. Accreditation: Herman Marshal reported the committee's accreditation process is on schedule. There are eighteen groups to review in the spring semester. The committee reviewed changes to the Accreditation Basic Data Form(BDF) proposed by Raffeaal Wakeman and Lisa Tatterson to make it more relevant to sororities and will incorporate such. Reviews begin this coming weekend.
- b. Facilities Committee: Steve Summit reported on three areas; 1. evacuation planning, Jay Flynn has created a first draft and David Barber (MIT EHS) is preparing copy. 2. Defining the RA role as house manager (as required by City of Cambridge) as well as looking into related services that could be offered by FCI/AILG, and 3. Making the SLI program a combination solutions, management, and monitoring system using the "dashboard" to actively manage LGs house maintenance. There was a discussion of having the FCI or some other agent actively manage maintenance (inspections, etc.) of houses for a fee.
- c. Education Committee: Dave Burmaster reported on the six IAP courses. There was more marketing and strong registration with at least 30 registered per course with 60 registered for accounting 101. The committee is considering using Google docs for registration going forward instead of SmarTrans. Treasury 101 had heavy focus on taxes. There was outreach to alumni for alumni affairs with twelve alumni attending. The course notebook will be available online. Houses will be encouraged to move to QuickBooks for accounting. Peter Cooper introduced an architect in the HM101 course who presented slides on what happened at ATO from a construction

perspective. There was a discussion of how to effectively transfer house treasurer and manager knowledge and expertise to forward generations.

d. Insurance: Jim Bueche reported a teleconference with Willis/Kirklin. The insurance procedure is similar to last year with bids from insurance providers. The AILG is on schedule to get premiums set for the next year.

e. Finance: Ernie Sabine presented a handout for the next plenary session containing operating expense data for living group operation. The committee will also be creating an online survey form to be used in obtaining anonymous financial information.

f. IRDF & Network Grant progress: Scott Klemm reported four houses have been upgraded and are on the MIT backbone. Tom Holtey reported the grant and loan committee is still working out the details for improving directed giving.

VIII. New Business

There was no new business.

The meeting adjourned at 8:57pm

Upcoming AILG related events:

Next AILG Plenary Meeting Date: Wednesday 2/11

Next Board Meeting Date: Thursday 3/5