

AILG Facilities Committee Meeting 9/30/2015 8:00 am in FCI Office W20-020

Attendees: Patrick McCabe, Tom Holtey, Bob Ferrara, Tom Stohlman, Oscar Argueta, David Lawrence, Ernie Sabine, Peter Cooper (by phone), Dennis Collins?

Schedule of future meeting will be one per month unless an emerging issue requires more. Next meetings:

October 21, Nov 18 (AILG Plenary is Tues), December 9, January 13.

Boston re-inspections for Fire Dept ongoing. Tom prints out all required inspection documents for inspectors use.

Spring CIs still not received from the City.

Fire drills are conducted by American Alarm. Dates should be but are not recorded. Two drills per year required.

Scott is primary contact with AA. Need to fix fire drill process and contact updating process.

Bob Ferrara reported that issue with 526 Beacon and BSR has been resolved. He has notified Sarah Gallop.

Webpage updates:

Tom Holtey developing pointers to House Managers Manual.

Webpage should deal with inspection cycles, SLI contact list and fire alarm (AA) contact list updating.

Roof deck capacity guidelines to be added. Webpage should list which houses have approved deck capacities but not the actual capacity number. Refer to their alumni board for actual occupancy number.

Changes should be mocked up in Word for webmaster's use.

Needs improved navigation. It is hard to find things presently.

Peter Cooper

Scribe