



AILG Board Meeting

Thursday March 5, 2020 | W59 | Meeting called to order at 6:20 pm by Akil Middleton

In Attendance

Board: Akil Middleton (ZP), Eric Cigan (LCA), Tyler Kemp-Benedict (pika), Alice Leung (ET), Cecila Stuopis (by phone) (AXO)

Administration, Staff, Vendors: Brad Badgley (by phone) (FSILG Office), Scott Klemm (FCI), Liz Jason (FSILG Office), Pam Gannon (DSL, AP)

Other Alumni/ae: Pat McCabe, Stan Wulf, Tom Stohlman, Tom Holtey, Steve Baker, Larry Stabile, John Covert (by phone)

Treasurer's Update and Financial Report; Discussion of 2020/2021 Budget Proposal

Eric Cigan (Treasurer) reviewed the current balance sheet and the income/expenses to date. Invoices and payments are current, except for a few BSF invoices and the DSL payment for PVP and education.

Eric reviewed the proposed 2020/2021 budget, showing the 2019/2020 budget, the projected 2019/2020 actuals, and the proposal for next year. We will have a more detailed discussion of the proposed budget at our next meeting, but this is the preview version. The main changes are around the PVP program and administrative support.

FSILG Office and Student Council Updates

Brad Badgley gave an FSILG Office update. Please encourage houses to take the MIT guidance on increased cleaning/sanitation efforts seriously. If any houses need funds to support extra cleaning supplies, get in touch with the FSILG Office. President Reif recently sent email notifying the community that any large events (over 150) will be postponed or virtualized, including CPW, through May 15. The exact plan is being developed, so everyone should be prepared for shifts and changes.

Cecilia Stuopis reviewed MIT recommendations for coronavirus concerns. MIT is freezing any international travel for MIT business or with MIT funding through May 15. Personal travel may trigger a request to self-quarantine at a location that is not MIT. Domestic travel is discouraged. The AILG should revised plans for the Annual Meeting and upcoming retreat.

AILG Retreat Planning

Akil reviewed the plan for the AILG Spring Plenary combined with AILG Alum Retreat (2nd Annual Retreat in dedication to Bob Ferrara, Class of '67). The attendance will almost certainly be lower than 150, but it might make sense to postpone. For now, let's go ahead with planning the agenda. Looking at last year's feedback, some people wanted more of a lecture and others more of a roundtable. The idea is to have 3 session slots, and at each slot, schedule one of each type. Someone from Brad's office will be the

keynote speaker, and we'll do a mini-plenary at the end of lunch. We may have a post-session/epilogue that is an overview of resources, aimed toward new volunteers. It may make sense to schedule the key content in the morning, and to do a WebEx session as well. Last year we had about 25-30 people, and we could probably get more if we start publicizing and getting RSVPs right away.

AILG Administrative Support

Akil reviewed a motion for the AILG to contract with the FCI to get some administrative support services. These services would include some work that the FSILG Office staff handles as a favor to us (ordering food for meetings, scheduling rooms), some work that has been covered by the Accreditation Coordinator (ordering food for volunteers, scheduling visits, tracking forms and responses, archiving reports), and some work that has been handled by AILG volunteers/officers (minutes). The estimated cost is included in the 2020/2021 budget proposal.

AILG Board motion to contract for administrative support services passes.

Key Committee Updates

Pam reported that the FSILG Life-safety Improvement Program, Phase 1, is ongoing. There are 2 finalists for the Phase 1 Project Manager position. The plan is for the IRDF to fund the project management component. IRDF involvement and the EOG role will need to be rediscussed and confirmed since the people in charge on the MIT side have changed, but there is no change anticipated at this time.

Eric reviewed the Peer Visit Committee vision, which is to provide support and share best practices, rather than conduct assessment. Best practices will be shared at the plenaries. (Also noted that this committee has had good success with remote participation, and recommends that future committees make an effort to support remote participants.) AILG Board motion to formally endorse the committee's PVP Overview Document passes.

Scott reported that the IT Committee wants to adopt the same escalation procedure as the Facilities Committee is using, and that this procedure will be documented in the Network Management Agreement that all the houses sign. The goal is to ensure that MIT IS&T has the necessary access to FSILG server closets. If there are access issues, the IT Committee will contact the alumni/ae corporation and notify the AILG Board of the concern. AILG Board motion to formally endorse the committee's escalation procedure passes.

Larry reviewed the Facilities Pre-Inspection procedures. The BSF has historically prepared a pre-inspection write-up of action items for each house, and many times there are things that the house does not complete by inspection. Then, the city inspector may not note these things, and they may not get fixed in a timely fashion. This is a concern, because clutter and other safety issues need to be addressed. The Facilities Committee and the FSILG Office think that giving the BSF pre-inspection write-up some teeth as an action list would improve safety and house maintenance. If the BSF notes issues, then the FSILG Office will put a hold on approving any parties/social events at the house until the issues are fixed. This procedure will be formalized as a motion for endorsement at the next AILG Board meeting.

Planning for Upcoming Meetings

AILG Annual Meeting & Dinner: Save the dates will go out this week. Akil is contacting potential speakers. Anyone with suggestions for more MIT people to invite should tell Pam.

Announcements

Spring Plenary combined with AILG Alum Retreat (2nd Annual Retreat in dedication to Bob Ferrara, Class of '67), March 22, 2020.

Next AILG Board meeting is April 2.

Annual Meeting, May 20 at the MIT Student Center, La Sala.

Scott & Stan: AILG Insurance billing will go out soon; payment due before the end of the month. There is the option for alumni/ae corporations to purchase Directors & Officer's Insurance, but not all groups do this. Check with Scott if you're not sure if your group is covered. It may be useful to go over the various types of insurance and why houses need insurance, at the AILG Retreat. The AILG Board carries Directors & Officer's Insurance for ourselves. The Insurance Committee would like a list of alum corporation presidents & treasurers.

Pam: MIT 24-Hour Challenge will happen March 12. We'll ask 25,000 FSILG alums to support the IRDF. SAE corporation has put up a challenge/matching amount if we get 250 donors.

Scott: Five houses have formally signed onto the Facilities Management program; the deadline is March 17. FCI will interview candidates in the next 2 weeks, and the new hire Facilities Manager will participated in the April pre-inspections.

Adjournment

Meeting adjourned at 8:00pm

Respectfully Submitted,

Alice Leung, AILG Secretary

Abbreviations

AILG	Association of Independent Living Groups
BSF	Building Safety Facilitator
CPW	Campus Preview Weekend
DSL	Division of Student Life
FCI	FSILG Cooperative, Inc.
FSILGs	Fraternities, Sororities and Independent Living Groups
IFC	Interfraternity Council
ILGs	Independent Living Groups
IRDF	Independent Residence Development Fund
LGC	Living Group Council
MITAA	MIT Alumni Association
Panhel	Panhellenic Association
SLI	Safety, Licensing, and Inspections