



AILG Board Meeting

Thursday April 2, 2020 | W59 | Meeting called to order at 6:00 pm by Akil Middleton

In Attendance (by Zoom Meeting)

Board: Akil Middleton (ZP), Eric Cigan (LCA), Tyler Kemp-Benedict (pika), Alice Leung (ET), Cody Chamberlain (PKS)

Administration, Staff, Vendors: Brad Badgley (FSILG Office), Scott Klemm (FCI), Liz Jason (FSILG Office), Pam Gannon (DSL, AP), Joshua Schuler (FCI), Judy Robinson (DSL)

Other Alumni/ae: Pat McCabe, Stan Wulf, Tom Stohlman, Tom Holtey, Larry Stabile, John Covert, Mark Thompson, Kim Hunter, Bob Ferrara

Student Representatives: Nicholas Salinas (IFC)

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. Income and expenses are as anticipated.

Eric reviewed the proposed 2020/2021 budget, showing the 2019/2020 budget, the projected 2019/2020 actuals, and the proposal for next year. The main changes are around the PVP program and administrative support. We are dropping the education budget because we have not been spending it against an education program (as the FSILG Office covered the Endicott House expenses for the AILG Retreat last year and we anticipate that we will not do any physical rental this year). The PVP program replaces the Accreditation Program, but has a different cost due to some changes. Because all groups will be visited annually, there will be more volunteers each year (increasing food & transport costs), but because we plan to outsource some of the work to an administrative support service contract rather than a more specialized Accreditation Coordinator, the total amount for the program is lower. The budget for this transition year between Accreditation and PVP also includes some amount to cover costs for transferring old records to the new system. There is a slight change in Plenary budget, because we are moving to evening meetings where the food cost is slightly higher. There is a new budget line for administrative support services. There is some budget included for getting an online Quickbooks license. We are not completely committed to going with Quickbooks online, and are continuing to look at alternatives, but that is currently looking like something we would do. Information about the cash low point is included. Because the AILG does not get all our income at the start of the year, but the annual schedule of when we incur expenses and collect income is usually similar, we can calculate how low our account will fall and make sure that we don't anticipate going below zero.

AILG Board motion to accept the budget as presented to forward to the membership at the annual meeting passes.

FSILG Office and Student Council Updates

Brad Badgley gave an FSILG Office update. Thank you to all the alums for ongoing support. We have a number of undergraduate students moved to residence halls, and some GRAs and other grad students still in the FSILGs. The FSILG Office has an updated list of the current residents at each house, and will send updates to alum corporations. Some GRAs who had originally planned to stay have reconsidered and left town. We have 23 GRAs in our houses, 27 grad students housed, and 8 houses are empty. Please note that houses are not allowed to admit visitors and guests, nor undergraduate members. Alums should minimize their visits, only going to the houses for necessary maintenance or support reasons. Some of the FCI contractors, such as American Alarm, are asking for lists of people who are on the premises and who have been on the premises recently, to enable future exposure tracing if necessary. The FSILG Office is continuing to work with the student councils. Online classes started this week. Virtual CPW plans, and recruitment plans and ideas, are in progress. Students and alums who want to get involved in this can get in touch. Although there has been no announcement, it would make sense to assume there will not be summer residents in FSILGs this year. Governor Baker has extended the stay-at-home date to May 4. IFC and Panhel are talking to MIT admissions, and discussing ideas for summer virtual connections, and how to do communications to parents.

Nico Salinas reports that the IFC is thinking about virtual CPW and figuring out ideas for recruitment, though it is unclear what the situation will be during the summer and fall.

AILG Response to COVID-19

Akil reviewed what the AILG has been doing recently in response to the pandemic. Pam got emergency contacts for all the FSILGs.

Scott reported that the FCI has been working on building security. MIT CPs have increased visits to FSILGs, and they are not just driving by, they are checking doors and walking around. FCI is offering walk-through services and 2 houses are signed up for that; 1 house is having FCI do a camera install. License renewal documents are in for Boston, and digital signatures are accepted.

Larry reports that the Facilities Committee is thinking about how to get many of the houses into a hibernation state, because for many groups, it is not efficient or safe to run the building for 1-2 people. Working on facilities checklists; planning to talk with all the house corporation presidents. The committee is working on the Facilities Manager/BSF agreement, which they will send to Akil.

Akil reported that a group of folks, including Brad, Eric, Pam, Peter Cummings and Judy Robinson, have been working on the MIT FSILG housebill reimbursement plan. The general idea is that MIT will reimburse house corporations for students who have left the houses, so that houses can refund/credit students for the pro-rated amount of semester rent. (The calculation is that 61% of housing expenses/food would be covered, but not things like social fees or national dues feeds). The house corporations will need to submit lists of students who have left, document the housebill amount, and sign a memorandum of understanding with MIT about reimbursing/crediting students. After MIT pays the house corporations, the house corporations will submit lists of students and how the students were refunded/credited. This will be a rolling process. Any group that needs help doing the application can get in touch. The total amount is probably going to be over \$2 million, so we appreciate MIT's support, and Suzy Nelson's support for the FSILG community.

What's Next

Akil reported that the planned Plenary meeting will happen virtually, but the date has not been set. All AILG committees should think about how we can help our member groups stay connected. Maybe the PVP Committee can include some of this type of discussion when planning the spring pilot program. Possibly the AILG could have a weekly office hour or drop-in time for Zoom.

FCI Update

Scott reported that the insurance renewal for AILG is complete. FCI is all remote now, because the W20 building is closed. The Facilities Management roll-out is happening, and Joshua Schuler has been hired as the FM. He will be starting right away. There are 7 groups signed up for the FM service. FCI is working with American Alarm to schedule the quarterly fire alarm tests. Scott will get in touch with groups to update their American Alarm contact list. Groups may want to consider doing a big cleaning effort or doing electrical work now, with the houses empty or mostly empty. Normally, going below 50% occupancy triggers a vacancy clause in the insurance but this charge has been waived nationally. Houses cannot claim loss of business on their insurance because there was no triggering event for them to report. American Alarm wants the person answering the door at houses to fill out a form to assure them that there are no residents who are sick or who have traveled lately, and this form will need to be signed by any residents still in the houses.

Adjournment

Meeting adjourned at 7:42pm

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	Fraternalities, 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