



MINUTES

AILG Board Meeting

Thursday, April 7, 2022 | Zoom | Meeting called to order at 6:07 pm by Akil Middleton

In Attendance

Board: Akil Middleton (ZP), Eric Cigan (LCA), Tyler Kemp-Benedict (pika), Mary Linton Peters (KAT), Cecilia Stuopsis (AXO)

Administration, Staff, Vendors: Pam Gannon (AP/DSL), Liz Jason (FSILG Office), Scott Klemm (FCI)

Other Alumni/ae: Bob Ferrara (TC), Patrick McCabe (TT), Alex Pina (DTD), Tom Stohlman (KS), Mark Thompson (ADP), Stan Wulf (PDT, AILG Ombuds)

Review of Minutes

Minutes of the February 3 Board meeting and Feb 17 Plenary meeting were approved, pending minor corrections.

Treasurer's Update and Financial Report

Eric Cigan will send the Treasurer's report in the coming days. BSF/SLI billings are as usual, Directors & Officers insurance is slightly less than last year, Coastal Harbor (Facilities Renewal contractor) billing is proceeding (and being reimbursed by IRDF) as in recent months.

Eric presented an [updated proposed 2022-23 budget for discussion](#). [This link goes to the version presented at the April plenary.]

On the **income** side, the proposed budget assumes funding from DSL to support the PVP program as it resumes a full schedule of reviews. (The AILG treasurer works with the Associate Dean of FSILGs to make that request.) There are no changes in SLI registration, IRDF, or the number of buildings participating in BSF. To cover the continuation of the Facilities Renewal egress project (additional services from the contractor), the proposed budget assumes \$15,500, for which AILG would seek reimbursement again from IRDF.

On the **expense** side, it proposes \$6100 for PVP, to cover \$4800 for food, \$1200 for transportation, and \$100 for supplies. This proposed budget does not include hired admin help for PVP, but we are in a good enough cash position to cover such an expense (<~\$10K) if the need arises.

The Facilities Committee did not suggest an increase in BSF fees. The proposed \$44,800 includes an additional \$500 line item for mileage expenses.

There have been no costs associated with the remote plenary meetings since the beginning of the pandemic, but we anticipate resuming in-person meetings with catering in the fall. The proposed amount for plenaries, \$6000, is \$1000 more than what we had planned to spend for one semester of in-person meetings this year.

The \$7000 proposed for annual meeting (a \$1000 increase over this year's budget) reflects an intention for AILG to move away from relying on funding from DSL for this expense.

The \$3300 proposed for IT/web services represents a 10% increase based on more active maintenance of the AILG site by the current contractor.

The “Administration” line item (a place to catch miscellaneous expenses) is reduced by \$500, in part to reflect a cheaper bookkeeping software option.

Although the Facilities Renewal program may contract for some services with FCI as well as Coastal Harbor, FCI is not included in that line for this proposed budget. But any such services from FCI would be handled in the same way the contracted services were handled this fiscal year for that program. That is, both the expense to AILG and the offsetting income from IRDF were added to the AILG books after the budget was approved.

A motion passed to consider and discuss the proposed budget.

In recent years, the AILG treasurer has coordinated with Pam on preparing a memo for the MIT treasurer requesting IRDF funds for SLI, FCI administrative expenses, etc. That process begins at this time of year, before AILG has voted on a final budget.

There was a discussion about reducing dues for dormant chapters (regardless of whether they own property), and whether to have different dues levels for active organizations with no property vs. dormant chapters (with no active members).

To active organizations with no undergraduate residents / no building (“unhoused” chapters), AILG offers several services that are not of value to dormant organizations (such as training courses, educational programming, PVP), so a lower dues level could be justified for dormant chapters, compared to unhoused active chapters. Unhoused organizations already pay lower dues than those with property, for which AILG provides additional services.

AILG still wants to offer dormant organizations the opportunity to attend the annual meeting and the retreat, so there is potentially some minimal expense associated with those organization. This would be a reason not to completely zero out the dues for dormant chapters.

A motion passed for the treasurer to present a cleaned-up version of this proposed budget – including a new proposal for tiered dues – to the plenary in April. There may be slight adjustments after that.

FSILG Office and Council Update

Liz Jason – **CPW** is beginning today and going through this weekend, and it is the focus right now for every council. FSILG houses are hosting a record number of visiting high school students. A total of 165 events are scheduled across FSILGs alone (matching pre-pandemic CPW numbers). IFC and Panhel are co-hosting a Greek carnival on Kresge (weather permitting) for the first time in at least six years.

The **search** for a new FSILG assistant dean has launched, and the job has been posted. The search committee meets for the first time in the next week, to consider some potentially strong candidates. Phone interviews will happen first. Interested AILG Board members are invited and welcome to participate in on-campus interviews, as this is an important relationship for the assistant dean who will be overseeing the IFC community. The goal is to have someone hired and ready to begin July 1, and that still seems possible. Robyn Priest (Assistant Dean, Alcohol and Other Drug Services) is chair of the search committee for the FSILG assistant dean. There is representation on the search committee from several other partner offices and two members of the IFC executive. Pam is also on the committee.

Candidates to replace the two open administrative assistant positions in the FSILG office will have phone interviews in the next couple of weeks. We hope to have those hired and in place within the next month.

You should have received an invitation to the FSILG awards banquet will happen April 26th 6-7:30pm at Walker Memorial (in person for the first time in two years). IFC and Panhel have concluded their award searches and will present at the same event.

LGC is a functioning council again. Jess has worked with them to update their constitution and create a structure that works for their community. It's basically a president's council, and every semester a different ILG president will be speaker, and another will be scribe, so they share responsibility. They will meet once a month to make decisions. The LGC is excited to be doing a CPW event this year again.

Jess also making inroads with the multicultural Greek council, getting structures in place to better support those groups.

Finalizing Annual Meeting and Bob Retreat

Annual Meeting

Pam will firm up the tentative reservation of the Welcome Center at Kendall Sq for Thursday, June 9. Cecilia should be able to arrange parking access. The Admissions Office has priority and uses that space until 5pm every day. We would invite our usual campus partners, after getting Liz's help updating that list. To accommodate MIT partners coming directly from work, the event should start around 5:30pm with a cocktail hour and heavy appetizers (there is no banquet hall space), followed by alumni recognitions (and possibly a speaker), and then the formal meeting in the small auditorium. The meeting consists of the annual report and elections.

Pam will talk with Akil offline about alumni recognitions.

Alumni Retreat

The formal name of this event – informally known as the “Bob Retreat” – is “The FSILG Alumni Leadership Retreat in Honor of Bob Ferrara '67”. (There were some requirements from the Alumni office for naming.)

Pam has a hold for Endicott House Sunday, June 26. For a half-day program, the sense of this meeting was that the afternoon option is preferred: 12–5pm, beginning with lunch, and coffee/snacks later.

For the previous retreat, Pam sent out a google form for people to vote on suggested topic areas, and asking if people need transportation. We will do that again.

4/21 Plenary Agenda Planning

Topics:

- Budget
- Council and FSILG office updates
- Retreat and annual meeting dates
- PVP, seeking volunteers (ML)
- A short Facilities Renewal update (Pam)
- Announcement on EOGs / IRDF, update with timeline
- Something about summer process, to remind people about norms, etc. Please talk to your undergrads about summer in the houses, because they have not experienced it!
- FSILG Office, the “new normal”

- Recap of MIT's unique financial support of student housing not owned by the university

Feel free to email other ideas to Akil.

Special Committee Updates

Peer Visit Program

ML – The PVP committee has gotten good input from the pilots and is thinking through how to ramp up to full speed. We anticipate reviewing about 10 houses in the fall term. Scheduling goes more smoothly when options offered for timing are limited, though the review teams can be flexible if the suggested times do not work for an organization.

Volunteers will be needed for the visiting teams. The scripts are working pretty well; the committee will make minor changes. We hope having a food budget (for everyone participating, not only the visiting teams) will encourage friendly conversation about best practices and struggles.

Nominations

Bob and Pam – The [Nominating Committee](#) has met a couple of times and identified and spoken with a few potential candidates for the board and made sure they understand the requirements. They also connected with the committee chairs and discussed committee leadership roles.

The committee can propose a slate of at least three potential Board candidates who have agreed to run (to replace the two members who are leaving at the end of their terms, and one who is anticipated to resign early). It's an open meeting, so anyone can still nominate other candidates at the annual meeting.

Please do send names to the committee, if there's anyone you think should run. There are also other opportunities for people interested in volunteering.

Other Business

Please reach out to Pam or Akil if you want to be involved in writing an AILG update email currently in the works, in cooperation with MITAA.

Bob and Scott for IT Committee – The plan (originally from two years ago) to have organizations buy new network switches – to be half subsidized by IRDF – is still being delayed, in part because of supply chain issues. We anticipate the manufacturers will extend the service contracts when the old devices age out of support.

Announcements

Scott – Lodging license renewals are coming up for Boston properties. When your license is available digitally, please print it out and post it in the house. (Also upload it to the FCI database). Every property – Cambridge and Boston – will be reinspected by the end of May.

Insurance has been renewed, and liability certificates are coming soon.

Liz – Two MIT seniors are in the new [Microsoft Windows 11 ad](#).

Akil – MIT is reinstating the SAT requirement.

Akil was in Ireland with founding members for the 10th anniversary of Zeta Psi's chapter there (the only Greek in the country).

Adjournment – 7:14pm

Respectfully Submitted,

Tyler Kemp-Benedict, 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
IS&T	Information Systems & Technology
LGC	Living Group Council
MITAA	MIT Alumni Association
NIC	North American Interfraternity Conference
NPC	National Panhellenic Conference
Panhel	Panhellenic Association
RFM	Release Figure Methodology (algorithm for optimizing Panhel recruitment)
SLI	Safety, Licensing, and Inspections
VPF	Vice President for Finance
VPR	Vice President Recruitment