



IMPACT/SPACE COMMITTEE Minutes
TUESDAY, April 1, 2014

- ❖ **Campus Alcohol Policy:** Debra Ingalls from Butlers and Bars spoke about her company and all that it entails. Butlers and Bars are fully licensed and insured. Her entire staff is TIPS certified to serve alcohol. They have had no incidents at any of their events in 12 years. They work in Haverhill and the surrounding communities so they have good relationships with all local police and come highly recommended by both the Haverhill and Lawrence liquor commissions. They are invested in the local communities within the Merrimack Valley. Currently, Butlers and Bars also works with Bunker Hill Community College and MIT. They are fully responsible for all alcohol on the premises from start to finish of the events and they will remove all alcohol after the event has ended. Food must be present at an event in which they are providing the liquor. Ms. Ingalls stressed that Butlers and Bars takes every precaution necessary to ensure the full safety of each event that they staff.
- ❖ **Campus Emergency Procedures:** Cleary has mandated that we test our emergency text alert system once a year. A test alert will be going out sometime in the near future. Please spread the word to the rest of the campus that this is coming up. Fire drills in Haverhill will be completed before the end of the Spring semester. A new updated emergency procedures card will be going on the doors of all the classrooms and offices on both campuses.
- ❖ **Other Items** Ideas were given for a name change to the committee, such as *Vetting Committee*, *Operations Committee*, and *Operations Task Force*. More on the name change will be discussed at the next meeting. Allie Gagne stressed that if you need to use a space on campus, it must be booked through her or through 25Live. There have been issues with people using spaces that they had not booked and running into issues where someone else had already booked the space.