



American Society of Civil Engineers Younger Member Forum YMF Board Meeting Minutes



Date: Thursday July 15, 2010
Time: 5:30 PM
Location: Urban Engineers
530 Walnut Street, 14th Floor
Philadelphia, PA 19106

Attendance List

Mike Wagner, Jeremy Chrzan, Kazi Hassan, James Graham, Stephen Maakestad, Chris Russell, Chris Renfro, Amin Ramli, Marc Preim, Drew Sirianni, Martin Zimany, Alex Sopin, Katie Berrillo, Jon Miller, Adrienne Nikolic, Jen Reigle, Scott Cepietz, Guy DiMartino, Bradley Sands, Cathy Farrell

- 1) Meeting Minutes from the previous meeting on March 29th were discussed and approved.
- 2) Introductions
 - a) Mike gave a brief background of the YMF, what we do, where our funding comes from, etc.
 - b) Mike indicated that the Assistant Secretary will be responsible for notifying the ECP of upcoming events for inclusion on their calendar.
 - i) Jeremy noted that the ECP is on our normal mailing list and that a simple follow-up would be necessary by the Assistant Secretary if the event isn't posted in a timely manner.
 - c) Mike indicated that all new board members (and any old board members who don't currently have a photo and bio posted) should forward a photograph and brief bio to Drew and Martin for inclusion on the website. New members should view the existing ones online to get a better idea of why type of bio we're looking for.
 - d) Mike explained that we have an "E-Room" resource that we use for storing our current and past event information. It's an online storage system provided by ASCE.
 - i) Drew will identify how new accounts will be setup.
 - ii) Drew reminded members that there is a naming convention and typical file setup associated with the e-room. New users should read the outline that's saved in the main folder of the e-room.
 - iii) The e-room website is as follows: <https://eroom.asce.org/eRoom/GSD/PhiladelphiaYMF>
 - e) Brief introductions were given by each of the board members.
- 3) Activities Updates
 - a) It was suggested to avoid scheduling happy hours/events on Fridays in the future. Potential for weak turnout.
 - b) Habitat for Humanity, Build a House...Build a Dream
 - i) Lots of 5th Graders.
 - ii) Large Event (held at Drexel gymnasium) and one to keep on the YMF calendar.
 - iii) YMF was able to donate money to this event.
 - iv) Feedback showed that this was a very fun event and the YMF should consider doing it again next year.
- 4) Upcoming Events
 - a) Phillies/Dodgers Tailgate (August 10, 2010)
 - i) YMF paid \$30 for use of Paypal. It was mentioned that Paypal really helped the process and allowed YMF to gather money up front. Recommended to use Paypal for future, large events. We'll have to determine ahead of time if the event is anticipated to be big enough to use Paypal.
 - ii) 9 extra tickets to be sold (as of prior to this meeting).

- iii) Tickets will be mailed out through regular mail.
 - iv) Suggested for 2011 to book this event close to the opening of the MLB season. It's a popular event, so it is good to get group order for tickets booked. Also allows for greater choice of opponent.
 - v) Possibly reserve > 100 tickets in 2011. Demand is high for this event, and we'll get reimbursed for any tickets that we don't sell.
- b) Riversharks game (late September)
- i) Mike will contact SJ YMF to see if they are still interested in running the event.
 - ii) YMF will advertise.
 - iii) Cost and demand for tickets are low. No need to book in advance.
- c) Bowling
- i) "Welcome Back" event for local college students.
 - ii) Suggested to charge \$10 for member fee and \$5 for student fee.
 - iii) Make sure event is during the week. Higher turnout expected (as opposed to a Friday or weekend event).
 - iv) Adrienne and Jen will contact Strikes for dates and will develop flyers for the event.
- d) Potential Construction Site Tours
- i) Casino - Urban
 - ii) South Street Bridge
 - iii) Boeing/Chinook factory near airport – Gannett Fleming
 - iv) Ben Franklin Bridge – Delaware River Port Authority
 - v) Gustine Lake Interchange - Cathy
- e) Career Development
- i) Mike mentioned that the NY Metro section of ASCE had a presenter and will follow-up to get more information.
- f) Engineers Week Social
- i) Bring in different societies/groups
 - ii) "Speed" happy hours/networking/info sessions (similar to speed dating).
 - iii) "Feature" a group for an event.
- g) Red Goes Green
- i) YMF collects cans during Phillies games in between innings.
 - ii) Previously there were coordination issues between YMF-Philly and YMF-South Jersey.
 - iii) Mark will check with the South Jersey YMF to see if they plan on organizing this again this year. Mark should keep track of attendees from the Philly YMF that are going to be there.
- h) Other events?
- i) Mike reminded everyone to keep up to date with the ASCE website for upcoming events.
- i) Canstruction
- i) Secretary and Assistant Secretary to organize.
 - ii) It was suggested to plan further ahead for this than in the past. Float ideas to members/non-members.
 - iii) New approach needed?
- j) Another event in the suburbs
- i) HH to follow.
 - ii) Generally a good event to have to pull in suburban engineers.
- 5) Brainstorm/Brain Dump
- a) Social Events in General
- i) Get flyers out EARLY.
 - ii) Better to have good attendance being over budget, versus having poor attendance and being over budget.
 - iii) It is hard to control #'s of attendees at events.

- iv) It was suggested to have people write down specific names on RSVP's, rather than committing a group. If people know their name is on an RSVP, they will have a better tendency to show up.
- b) Practitioner Advisors
 - i) Darren Gatti
 - ii) Need to get more professional involvement with schools.
 - iii) Need to get more alumni involved.
 - iv) Keep good contacts with faculty advisors.
- 6) Misc/Open Discussions
- a) Need to find a speaker for the YMF dinner, presenters for section meetings.
 - i) Section meeting is in October.
 - ii) Speakers don't get paid.
 - iii) YMF must make sure that a gift is there.
 - b) ASCE will make sure that dinners/meetings will cover Continuing Education credits needed for PE licensure.
 - c) Mike to create a "flow chart" of ASCE YMF Board responsibilities and chain of command.
 - i) Events require a lot of coordination and organization.
 - ii) Flow chart to include pictures.
 - d) Newsletter
 - e) ~ 300 people on email listserve
 - i) ~ 50 active YMF members
 - f) Scavenger hunt in Philly
 - i) Create a committee to organize?
 - ii) Scavenger hunt usually is received well. Good event.
 - iii) Bowling afterwards?
 - g) Dodgeball competition?
 - i) Between YMF and local colleges.
 - ii) Temple? Rent gymnasium?
 - h) "Olympics"
 - i) YMF vs. ASCE Section?
 - i) 2010 Employer Recognition Award
 - i) Mike to send out application to board members if they are interested in nominating their company.
 - j) ASCE dues required for YMF board membership
 - k) Bylaws Update
 - i) Not enough board members present to approve by-laws.
- 7) Officer Reports
- a) Vice President (Jeremy Chrzan)
 - i) Primary function is to assist President.
 - ii) Plans the Winter Social.
 - b) Secretary (Chris Gray)
 - i) Chris not in attendance.
 - c) Treasurer (Kazi Hassan)
 - i) Budget/Cash Management

- d) Assistant Secretary (James Graham)
 - i) Support secretary.
 - ii) Coordinate with other events to avoid conflicts.
 - e) Outreach Coordinator (Angelo Waters / Ben Bruening)
 - i) Pre-college students
 - f) Community Service Chair (Stephen Maakestad / Chris Russell)
 - g) College Contacts Chair (Katie Berrillo / Jon Miller)
 - i) Coordinate and build relationships with faculty advisors in local colleges.
 - h) Social Chair (Jen Reigle / Adrienne Nikolic)
 - i) Technical Groups Chair (Chris Renfro / Amin Ramli)
 - j) South Jersey Liaison (Marc Preim)
 - i) Red goes Green
 - k) Professional Development Chair (Lindsey Glavin / Alex Sopin)
 - i) Critical Issues Seminar
 - l) YMF Newsletter Editor (Scott Cepietz)
 - m) Social Media (Guy DiMartino / Bradley Sands)
 - i) New board position
 - ii) Facebook/Social networking sites
 - n) IT Chair (Drew Sirianni / Martin Zimany)
 - i) Website
 - ii) E-Room
 - iii) Email listserve
- 8) Schedule Next Meeting
- a) Beginning of September.