



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



Date: Thursday, June 30, 2011
Time: 5:30 PM
Location: Pennoni Assoc.
3001 Market St., Second Floor
Philadelphia, PA 19103

Attendance List

Jeremy Chrzan, Kazi Hassan (via phone), Chris Gray (via phone), Drew Sirianni, Stephen Maakestad, Adrienne Nikolic, Ben Bruening, Bradley Sands, Jesse Gormley, Colette Montague, Eammon Farley, Marc Preim, Zach Suralik, Lindsey Glavin (via phone), Scott Cepietz (via phone), Chris Renfro, Mike Wagner, Jon Miller

- 1) Meeting Minutes from the previous meeting on March 3 were approved.
- 2) Introductions
 - a) YMF Background: Jeremy provided background of the YMF, including this is the YMF's 17th year (and the 99th year for the Philadelphia Section).
 - b) 2011-2012 Executive Board Contact List (handout) - Jeremy requested that everybody confirm the information is accurate and provide any updates to him.
 - c) Officer Responsibilities (handout) - Jeremy provided handout with officer responsibilities, please let him know if you believe any revisions are needed.
 - d) Board Member Profiles (handout) - Send updates to Chris Renfro.
 - e) E-Room resources - New board members to be given access by Chris Renfro.
- 3) Activities Updates
 - a) Website Award / Employer Recognition (8/11) / Submitting for awards - Website award to be given to our chapter at ERYMC 2012 in Nashville, TN. Jeremy encouraged submitting recognition for your company if you believe it is warranted.
 - b) Philabundance Donation from Winter Social - Drew to ensure check gets cut for Philabundance
 - c) Recap of Past Events
 - i) Wissahickon Trail Clean-up: Stephen and Jeremy attended; worked with the Philadelphia Mountain Biking Association (PMBA) to improve mountain biking trails in Fairmount Park.
 - ii) Critical Issues: Good feedback from the panelists & attendees. About 30 people attended the event at the Field House. The venue was nice, but it was loud; having a cornered off room would be preferable. Lindsey requested ideas for this years event.
 - iii) Election Happy Hour - Well attended event; different venue was nice, service was good.
 - iv) Section Spring Social - Event was very well attended. Jeremy encouraged board members to attend Section meetings & dinner events when possible to network beyond the YMF.
- 4) Upcoming Events
 - a) Phillies Game & Tailgate (8/23) - RSVP's due 7/20 with payment due by 7/23.
- 5) 2010/2011 Year
 - a) Lessons Learned / Good Events & Ideas:
 - i) Canstruction - Chris G. recommended planning sooner for Canstruction
 - ii) Winter Social - Everyone agreed this event was successful as usual
 - iii) Construction Tours - Agreed that tours were successful events year round (SEPTA Command Center, Boeing, & others)
 - iv) Bowling event was well attended; although, cost was more than expected/budgeted for.
- 6) Potential Events
 - a) Review of College Schedules - Many college students transition leadership in August/September; it will be important to coordinate schedules with students with this in mind.
 - b) Welcome Back Event (Bowling) - Free appetizers will be a good way to entice the college crowd.
 - c) Student Outreach Program - Jeremy noted that this area needs improvement. Some thoughts include:
 - i) Looking to gear lesson plans/activities to be in line with a specific grade.
 - ii) Focus on elementary and middle school levels.
 - iii) Recommend we try reaching out to principals and not just teachers

- iv) Getting involved with ACE mentoring program.
 - v) Contact Adrienne if interested in participating in Outreach.
 - d) Career Development - the following ideas were discussed:
 - i) Speaker - Anthony Fasano "Engineer Your Own Success"
 - ii) Mock Interviews
 - iii) Dinner Etiquette class
 - e) Construction Tour Ideas - the following ideas were discussed:
 - i) 40th Street Bridge
 - ii) Route 29 on ramp (7 bridges)
 - iii) Boeing Tour
 - iv) Ben Franklin Bridge
 - v) Bike Trail (Locust to Bartram)
 - f) Happy Hour - nothing further planned at this time; just had Election Happy Hour; bowling event is forthcoming.
 - g) Other ideas - Dodgeball event was discussed as possible "big event"
- 7) Misc/Open Discussion
- a) Bylaws Update: Approval was given.
 - b) Process for Event Coordination - Jeremy noted the process for which organizing events should follow to ensure the event is run effectively.
 - i) Event organizer to develop event flyer and forward to Secretary, IT Chair, & Social Media at least (3) weeks in advance of the event.
 - ii) IT Chair to update the website with flyer information and provide link to Secretary & Social Media for inclusion in next email distribution of events & update to social media resources.
 - iii) Event organizer to take photos of event and post in the E-room for newsletter and/or future planning/advertising.
- 8) Officer Reports
- a) Assistant Secretary: Stephen noted he would like to coordinate responsibilities with Chris G.
 - b) South Jersey Liaison: Zach requested contact information for South Jersey Chapter. Marc to provide information to Zach for assistance.
 - c) IT Chair: Chris R. reminded everyone to send him updates on photos/bio information.
- 9) Schedule Next Meeting
- a) TBD via email