



American Society of Civil Engineers  
Philly Section Younger Member  
Forum  
Board Meeting Minutes



**Date:** Monday, November 12, 2012  
**Time:** 5:38 PM  
**Location:** Urban Engineers  
530 Walnut Street, Seventh Floor  
Philadelphia, PA 19106

Attendance List:

Kazi Hassan, Jen Reigle, Stephen Maakestad, Jeremy Chrzan, Jeremy Colello, Chris Gray, Jesse Gormley, Kolleen Backlund, Niki Eno, Amanda Kessler, Colette Montague, Eammon Farley, Jon Miller, Drew Sirianni, Antonio Alaimo (Drexel University), Chau-Erl Lam (Drexel University)  
Via telephone: Adrienne Nikolic, Zach Suralik, Marc Preim

Responsibility for action items is indicated by **bold type**

- 1) Meeting minutes from previous board meeting were approved. Minutes are to be posted in the eRoom (**Sirianni**) and published to website (**Renfro**).
- 2) Committee on Younger Members (CYM)
  - a. The annual report was submitted to CYM on 10/31/2012, it was the 4<sup>th</sup> overall submitted report. A copy of the report will be uploaded to the eRoom (**Hassan**).
  - b. ERYMC Peers group award application is due 12/7/12. (**Hassan/ Kessler**).
    - i. Please submit the author name(s) and accompanying pertinent information for any publications or technical papers that were produced by a younger Philadelphia Section member in the past year (**All, as necessary**).
  - c. ERYMC Outstanding community service award
    - i. The YMF is nominating our participation in the Construction event for this award, it is due by 12/7/12 (**Hassan/ Gray**).
  - d. 2013 ERYMC Conference
    - i. Conference will be held on Feb. 8-9 in Providence, RI.
    - ii. Board members attending will be: Hassan, Chrzan, Gray, Gormley, Suralik, and Sirianni. The section is sponsoring these individuals.
    - iii. Board members that aren't attending are asked that if they have anything in particular that they would like the attending board members to ask or learn at the conference to please contact any or all of the attending members with their inquiry (**All, as necessary**)
- 3) Philadelphia Section
  - a. October Dinner Meeting - good turnout of about 100 at the Lowes Hotel
  - b. November Dinner Meeting (11/15/12), RSVPs are due tomorrow (**All, as necessary**)
    - i. Topic: Liveable Communities, presented by Todd Helmer
  - c. December Dinner Meeting (12/13/12), joint meeting with various other professional societies,
    - i. Topic: Logistics of the Philadelphia Flower Show, presented by Sam Lemheny
  - d. Scholarship application Review
    - i. Section is looking for YMF volunteers to assist in review of college student scholarship applications. Board members are asked to let Hassan know if they would like to assist (**All, as necessary**)
- 4) Past Events
  - a. Delaware Valley Green Building Council - Emerging Professionals (DVGBC-EP)
    - i. Suralik and Hassan had an initial contact meeting with the DVGBC-EP.

- ii. A lot of potential work in the Wissahickon area of the City
    - iii. DVGBC-EP seemed very interested in a joint social event
    - iv. DVGBC-EP is looking for us to help increase their exposure and is enthusiastic about participation
    - v. The 2013 US Green Building Council (USGBC) conference is in Philadelphia. The Section has a task force that is working on partnering with USGBC to help them with the conference.
  - b. Temple University Presentation (10/16/12)
    - i. Colette put together a general presentation about what the YMF has to offer
    - ii. Kevin and Kazi presented at Temple before their monthly meeting
    - iii. Good turnout (free pizza always helps), asked a lot of good questions
  - c. Younger member turnout was very good at last section dinner, announcements will be included in future YMF email blasts to help cultivate interest. (**Sirianni**)
  - d. Federation of Neighborhood Centers (FNC) Trolley Tour
    - i. Teens4Good
    - ii. Tour of urban farms that teach kids lessons about farming
    - iii. See eRoom or our website recap page for additional information.
- 5) Upcoming Events
  - a. Wissahickon Trail Restoration (11/17/12)
    - i. Clearing and grubbing trails from 10am to 2:30pm
    - ii. Tools are provided by the Friends of the Wissahickon
    - iii. Miller needs final RSVP count (**Hassan**)
    - iv. Bring YMF banner to the event (**Miller**)
  - b. Joint Happy Hour with the American Society of Highway Engineers (ASHE) (12/4/12)
    - i. It was difficult, given the timeline, to find a venue that could host this combined happy hour and technical session; as a result the technical session has been postponed but the joint happy hour social will still occur.
    - ii. Location is Rock Bottom Brewery in King of Prussia, PA
  - c. FNC Civil Engineering Presentation (12/12/12)
    - i. **Hassan**, **Gormley**, and **Backlund** are currently preparing the presentation
  - d. Swarthmore College Visit (11/13/12)
    - i. **Gray** and **Montague** will be attending to give a presentation to the student chapter
- 6) Potential Events
  - a. SEPTA Control Center tour (**Maakestad**)
    - i. Has been a very popular event in the past, may need to do two tours again, separated about a week apart.
    - ii. Potentially would be a good event to partner with DVGBC-EP
    - iii. Was originally being planned for November, but will have to push to early January.
    - iv. Explore combining with a happy hour, if combining remember to start the tour early enough so as to not conflict with the happy hour, 3:30pm has worked well in the past for a tour start time.
  - b. Technical presentation on micro-hydroelectric power generation (**Maakestad**)
    - i. Looking at setting up something for the spring
    - ii. Black and Veatch is interested in presenting
    - iii. Potential lunch time event and would count as PDHs
  - c. Community Service Brainstorming

- i. Toys for Tots in conjunction with a visit to Children's Hospital of Philadelphia (**Hassan/ Sedor**)
    - d. There is potential for a joint event with DVGBC (**Hassan**)
    - e. Critical Issues Seminar
      - i. Looking for board members to brainstorm ideas and send them to Preim (**All**)
      - ii. Event is usually a panel discussion on a topic that is debatable.
      - iii. Disaster relief or a disaster preparedness related topic was suggested, the board seemed to agree that it may not be that "debatable" of a topic, however it remains on the table at this time.
- 7) Open Discussion
  - a. Winter Social
    - i. Board member volunteers responsible for soliciting donations have been paired up with companies. **Gray** will send out the final list via email tomorrow. Solicitation letters are to be sent out by 11/30/12 (**All, as necessary**).
    - ii. Solicitors are asked to keep in contact with Gray regarding status of solicitation for each company.
    - iii. **Chrzan** to send Gray editable version of flyer.
    - iv. Add a Save the Date for the Winter Social to all YMF email blasts (**Sirianni**)
  - b. Construction
    - i. 8 members have expressed interest in participation
    - ii. Cash solicitations will be made starting after the Winter Social (**Maakestad**)
    - iii. Canned food solicitations will be made started in December (**Maakestad**)
    - iv. Board members are asked to consider offering suggestions/new ideas for structures and forward them to Maakestaad (**All, as necessary**)
  - c. Event Planning and Advertising Process Reminder (Hassan)
    - i. Event planners are asked to be sure to have all advertising materials (flyers etc.) reviewed by the executive board before sending them out to our media outlets (e.g. social media, website etc).
    - ii. Once the flyers are approved they can then be transmitted to the Social Media, IT Chairs, and Secretary for advertising. A copy of the flyer is also to be placed in the eRoom, preferably in both PDF and original document format (.doc, .docx, .ppt etc).
    - iii. Event recaps and photos should be uploaded to the eRoom shortly after the event for future reference.
    - iv. CC Reigle on any reimbursement requests that are sent to the Section Treasurer (Guy DiMartino) so that the YMF can account for it in its budget.
    - v. Renfro needs lead time on website update requests, such as creating the RSVP system for the event. Renfro does not have the ability to update the website at work; updates are generally completed after normal business hours.
    - vi. ASCE Nationals has a new subscription to Constant Contact. **Chrzan** is looking into and will report back with more information/recommendations for the YMF. Gray cautioned that automated email accounts such as Constant Contact tend to lose a personal touch. This topic will be discussed at the next Section meeting.
  - d. Delaware Valley Engineers Week (DVEW) 2/19
    - i. Multi-disciplined event (not just civil engineers)
    - ii. 3 events: Luncheon on 2/15/13, Young Engineers Social on 2/19/13, and a Reception Gala on 2/21/13.
    - iii. Awards nomination, the Section is nominating Chrzan for Young Engineer of the Year.

- e. Section (Colello)
  - i. Sponsorship for 100<sup>th</sup> Anniversary Gala has begun, goal is \$50,000, currently have raised about one-third.
  - ii. Section is working on an event to support Habitat for Humanity, details forthcoming
  - iii. Engineer of the year nomination for DVEW will be Joseph Martin, P.E., Ph.D., of Drexel University.
  - iv. The Section is looking for practitioner advisors for all the local engineering colleges. Interested parties are asked to contact Colello to volunteer. **(All, as needed)**
- f. Scavenger Hunt for College Students (Spring, 2013)
  - i. A 2-3 hours scavenger hunt in the City.
  - ii. Potentially try to align with the features in the Landmark Guide
  - iii. YMF to reach out to local schools to gain interest. Maakestad will send a blurb to Colette to distribute to local school. **(Maakestad/Montague)**
- 8) Officer Reports
  - a. Gray: Doing an outreach event at Perkiomen Valley Middle School West on Thursday.
  - b. Sirianni: Nothing additional
  - c. Reigle: received money from ASHE for sponsorship of the 2011-2012 Critical Issues Seminar
  - d. Eno: Asked everyone to get the word out about the 12/4 joint happy hour with ASHE
  - e. Preim: Nothing additional
  - f. Farley: Nothing additional
  - g. Gormley: Working on a presentation, requests board members to send photos of projects they have worked on **(All, as necessary)**
  - h. Backlund: Outreach at Great Valley High School has been moved to 1/13/13
  - i. Montague: Asked college students from Drexel to let us know if they need anything or have an ideas for events that we could help them with.
  - j. Miller: Offered formal recognition of Gormley's killer 'stache.
  - k. Suralik: Nothing additional
  - l. Maakestad: Nothing additional
  - m. Kessler: Needs info on board members that may have membership with other professional societies; a sheet was passed around for present board members to provide info. Non-present board members should provide info to Kessler **(All, as necessary)**. Please send info ASAP about upcoming events for inclusion in the next newsletter, **Gray** to send info about Winter Social. Final Annual Report product looked really good, Kessler thanks everyone on the board who contributed. Kessler needs Critical Issues Seminar recap from last year; it wasn't available in the eRoom **(Hassan/Farley to coordinate with Lindsey Glavin)**.
  - n. Nikolic: Nothing additional
  - o. Chrzan: Happy to see the YMF applying for awards
  - p. Colello: Don't forget to RSVP for the Section dinner meeting that is on Thursday

The next board meeting will be set for between 12/14/12 and 12/21/12. **Hassan** will send out the Doodle Scheduling invitation over the next couple weeks.

-The meeting adjourned at 7:03pm-