



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



Date: Monday, September 8, 2014
Time: 5:30 PM
Location: Pennoni Associates
3001 Market Street, Suite 200
Philadelphia, PA

Attendance List: Kevin Brown, Eammon Farley, Meredith Lis, Allie Sedor, Brett Coleman, Kristin Leese, Drew Sirianni, Paige Glassman, Adrienne Donaghue, Nha Truong, Jeremy Pampuch, Brian Einstein, Joe Natale, Jesse Gormley, Chris Renfro, Amanda Kessler, Chris Gray, Kazi Hassan, Kolleen Backlund, Mike Zettlemoyer

Via telephone: Scott Cepietz, Darren D'Achille

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

- 1) July 15th meeting minutes were approved.
- 2) Section/National Update
 - a) Looking into the new Comcast project for the November section dinner meeting. Have to check with the developer to see if it is OK to present the project. **(Sirianni)**
 - b) October section dinner meeting will be held on October 9th. The presentation will be Green City Clean Waters. RSVP for the October dinner meeting is now open.
 - c) College contact chairs to coordinate with the section (Annmarie Vigilante) to work out the college nights at the dinner meetings. **(Donaghue, Glassman)**
 - d) Younger Member Leadership Symposium will be held at ASCE headquarters in Reston, VA from 9/21 to 9/22. RSVP for this workshop has closed but let Drew know if you're interested.
- 3) Recap of Past Events
 - a) Region 2 Jamboree was kind of a "flop." Only 9 people attended. There was representation from most sections and good connections were established from the Central PA section. Discussed doing the Chunkin' Pumpkin event for next year's Jamboree. Darren has a contact within AECOM who does Chunkin' Pumpkin and can get more info from his contact. Jamboree write-up forthcoming. **(Gray)**
 - b) Drexel STEM Camp was attended by Brett and Nha. Camp took place in the One Drexel Plaza building. Brett led most of the discussion due to his structural background. PECO may not fund this program next year so there is a chance that this was the last one.
 - c) The Phillies Tailgate was successful. About 70 people attended and everything went smoothly. There seemed to be the perfect amount of food for the number of people that attended. McCormick Taylor brought a lot of people to the event. *Phillies won!*
- 4) Upcoming Events
 - a) The RSVP is currently set up for the Wissahickon Cleanup Day. The workday will be followed by a picnic and games.
 - b) Reaching out to pre-engineering students at Upper Merion High School by giving them a general civil engineering presentation. **(Coleman, Backlund, Pampuch)**
 - c) College contacts leadership meeting will take place on September 30th at Pennoni's office. The students responded quickly with their availability and so far 2 confirmed. Expecting a big turnout. **(Donaghue, Glassman)**
 - d) The Welcome Bowling Event will be held on October 7th. PEP Bowl offered a good deal for Tuesday bowling. Decided to stick with PEP Bowl since St. Monica Lanes weren't too responsive. Discussed the possibility of awarding two free admissions to two random people

who've 'liked' the Philly YMF Facebook page. Discussed capping the RSVP to 70 since PEP Bowl's capacity is 65. It's felt that PEP Bowl is fairly relaxed when it comes to their capacity limits. RSVP is setup (not live) and draft flyer is done and is to be sent to the executive board for review. **(Lis, Zettlemoyer)**

5) Potential Events

- a) Checking with McGillin's to see if it will be available for the Winter Social on Monday 1/26/2015. The social is typically the last week in January. Determined it will not conflict with ERYMC. **(Renfro)**
- b) A director within DelDOT is willing to come present on the I-495 bridge issues. Will check with potential speaker to see when the best time of day for them to present is. Looking into early to mid-November for this presentation. **(Natale)**
- c) Discussed having the joint happy hour with ASHE is good to still do. Waiting on confirmation from ASHE that it still will happen this year. **(Zettlemoyer, Lis)**
- d) Great Valley High School is looking for an engineering presentation. Discussed doing the sandbox activity with them. **(Backlund, Coleman)**
- e) Schuylkill Boardwalk is set to open soon. This is probably the last month to get a tour of the project. Attempt to set up a pre-opening tour directly through the City omitting the Contractor and advertise quickly. **(Renfro)**

6) Miscellaneous Business

- a) Discussed having an additional professional development event. Survey developed to determine what type of professional development events members would like to see. The survey can be sent via constant contacts to the YMF ListServ. Thoughts shared about possibly asking Mariam from STV to do a resume development and job search workshop and that could be a way to market the mock interview program. **(Sedor, D'Achille)**
- b) Discussion about creating a Philly YMF Instagram account where pictures from YMF events can be posted. Instagram links to Facebook and Twitter so it'll be easy to post to multiple social media platforms. Eammon can convert event flyers to JPEG so they can easily be posted to Instagram. **(Einstein)**
- c) Business meeting with Adopt-A-Highway and determined that adopting a highway in either Conshohocken or Ambler would be best (leaning more toward Ambler). Learned that it's mandatory to clean in April and October but the other months are flexible. PennDOT provides trash bags for cleanup and there is a 2-year commitment. Jesse passed around a sign-up sheet for those interested in volunteering. More details to come. **(Gormley)**
- d) The FY15 budget has been submitted and awaiting approval. When the budget is approved the Treasurer shall inform the individual chairs of their line item amounts to more accurately plan all events. Advised by the Section to request the money needed up front for the CivE Club and not to request from the Humphrey Fund. There was a new line added for the scavenger hunt or graduation picnic. **(Kessler)**
- e) The Mock Interview committee were trained by Miriam from STV on how to give effective interviews. Miriam was very enthusiastic and offered to give advice throughout the process. Discuss ways to tie this into the professional development events; professionals can learn how to give interviews. Currently working on job descriptions and finalizing feedback forms. Looking to start the first session at the end of November or beginning of December. **(Sirrianni, Brown, Kessler, Suralik, Zettlemoyer)**
- f) Kevin asked the board to keep taking pictures at the events and posting them to the eRoom. Found a free program that allows the pictures to be compiled in a video with background audio. **(Brown)**

- g) Letters and donations to Bridges to Prosperity and Philabundance are still forthcoming. **(Gray, Sirianni)**
- 7) Open Discussion
- a) Discussion on the current RSVP tab on the YMF website concluded in the decision to leave the tab and adding an explanation explaining how RSVPs have been switched to constant contact **(Farley)**
 - b) Discussed reaching out to high schools (preferably career and college counselors) and offer to give a presentation on transitioning into college. Kazi mentioned he has a “What is Civil Engineering” presentation. **(Coleman)**
 - c) Mentioned starting a small scale CivE club at Downingtown High School. **(Backlund)**
 - d) Talked about partnering with the ACE Mentor Program. Chris G. mentioned that ACE may be too large to partner with but if anyone wants to mentor they can.
- 8) Officer Reports
- a) Vice President (Chris Renfro) – Closing out FY14 budget
 - b) Secretary (Kevin Brown) – Attended the Practitioner and Faculty Advisor Workshop at ASCE national. Two ideas that stood out were job shadowing and also having board meetings at the local colleges to continue our effort to work with the students.
 - c) Treasurer (Amanda Kessler) – On schedule and under budget
 - d) Newsletter/Public Relations (Kristin Leese) – September 22nd deadline for the newsletter. Get everything to Kristin by Wednesday September 17th. Still need the tailgate write-up. **(Truong)**
 - e) K-12 Outreach Coordinator (Brett Coleman/Kolleen Backlund) – Will follow up with the schools. Will be creating a spreadsheet with school contacts and where they’ve visited on a google drive. **(Coleman, Backlund)**
 - f) CivE Club Coordinator (Nha Truong) – Nha met with Kazi and Jesse. The board will hear from Nha shortly to see who is interested in helping out with the CivE club this year. **(Truong)**
 - g) Community Service Chair (Zach Suralik/Jesse Gormley) – Nothing Additional
 - h) College Contacts Chair (Adrienne Donaghue/ Paige Glassman) – Adrienne moved college contact documents on the eRoom from the TEMP folder to its own folder.
 - i) Social Chair (Mike Zettlemyer/ Meredith Lis) – Nothing Additional
 - j) Technical Groups Chair (Jeremy Pampuch/Joe Natale) – Will reach out to the director of DelDOT about the I-495 presentation. **(Natale)**
 - k) Affiliate Society Liaison (Scott Cepietz) – Departed from meeting
 - l) Professional Development Chair (Allie Sedor, Darren D’Achille) – Will wait on feedback about the survey.
 - m) Social Media Chair (Brian Einstein) – Email Brian if you’d like articles, videos, etc. on the YMF social media pages (copy Drew on the email).
 - n) IT Chair (Eammon Farley) – Log into the eRoom if you haven’t done so already. Drew still owes Eammon his president’s message for the website. **(Farley, Sirianni)**
 - o) Past President (Chris Gray) – Chris expects early registration for ERYMC to be at the end of the month. Drew to send a write-up to the board on ERYMC so they know what it is. Start figuring out whose going. **(Sirianni)**
 - p) Mentors (Kazi Hassan) – Kazi was happy to hear everyone on the board speak and take ownership of their respective board position. Suggested that someone reaches out to Andrew Bechtel to see if he can invite his students to participate in the Wissahickon cleanup. Thinks it’s a good idea to post upcoming events even if dates aren’t set
- 9) Drew will send out a doodle poll to schedule the next meeting. **(Sirianni)**