



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



Date: Tuesday, December 2, 2014
Time: 5:30 PM
Location: STV
1818 Market Street, Suite 1410
Philadelphia, PA 19103

Attendance List: Kevin Brown, Brian Einstein, Nha Truong, Adrienne Donaghue, Joe Natale, Jesse Gormley, Chris Renfro, Darren D'Achille, Drew Sirianni, Eammon Farley, Meredith Lis, Paige Glassman, Amanda Kessler, Zachary Suralik

Via telephone: Kristin Leese, Mike Zettlemoyer, Chris Gray

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

- 1) October 27th meeting minutes approved and to posted to the eRoom and website. **(Brown/Farley)**
- 2) Section/National Update
 - a) Section
 - i. Annual Multi-Society dinner meeting scheduled for Monday December 8th at 5:30pm at the DoubleTree on Broad and Locust.
 - ii. Section dinner meeting with the YMF organized presentation scheduled for some time in March. Pennoni is to present the infrastructure portion of the project and Thornton Tomasetti to present the structure portion.
 - iii. Student scholarships due at the end of January and college contacts have forwarded the information to the colleges. College contacts to follow up with student chapters. **(Donaghue/Glassman)**
 - iv. Website changes are a work in progress. Joe Natale expressed interest in helping revamp the ASCE website.
 - b) National
 - i. CYM Awards - Kristin is working on the award applications. Kristin emailed the board asking if any members were active in other engineering activities outside of ASCE because that information could strengthen the Peers Group award application. Chris Renfro has been nominated for the Outstanding Young Civil Engineer Award (public sector) and Kazi Hassan has been nominated for the Outstanding Young Civil Engineer (private sector). **(Leese)**
 - ii. Legislative Fly In – This was announced in mid-November and the deadline was yesterday (December 1, 2014). ASCE typically isn't too strict on reservation deadlines so anyone interested in going were advised to let Drew know. At this event the attendees meet with politicians in Washington to discuss engineering related issues. ASCE will not reimburse for any cost incurred as a result of attending this event.
 - iii. ERYMC – Everyone who expressed interest prior to the set deadline has been granted permission to attend; each attendee has agreed to pay about \$100-150 out of pocket. All attendees have completed their "early bird" registration. YMF Philadelphia will have 8 members representing this year.
- 3) Recap of Past Events
 - a) Region 2 Assembly – Great event. Ideas were shared with other younger member groups in the region. Learned that other younger member groups "share" the guest list with its registrants and they believed that increased attendance. Board decided that at this time that the guest list should remain private due to the placement of the generated guest list; it seemed to be slightly hidden. Board agreed that sending reminder emails to those who registered for an event should increase

attendance since people tend to forget they registered for an event and not show up because they forgot and not necessarily because they didn't want to or couldn't go. Scott Butler did a presentation on networking and he was contacted; he agreed to come to Philadelphia to do a presentation on networking. Discussed with the Pittsburgh section possibly doing a joint event the day before the region 2 assemblies. Also discussed younger member leader conference calls.

- b) Mastery Charter Lenfest Campus Career Day – Meredith attended the career day at Mastery Charter located at 35 S. 4th Street in Philadelphia. Out of all the tables there was only one STEM table.

4) Upcoming Events

- a) Delaware I-495 Bridge Repair Presentation – Event to occur next week on December 9th. The presentation will discuss the repair methods and protocol that was put in place in response to what happened. Pennoni to supply the screen. Chick-fil-a will be on the menu for the presentation. So far 34 have RSVP and it's felt that at least 50 will RSVP on or before the RSVP deadline. This will be the first event that the constant contacts check-in app will be used.

(Natale/Pampuch/Sirianni)

- b) Joint Happy Hour w/ASHE – Everything is set for this event
- c) Young Government Employee Luncheon – Flyer has been made and the RSVP is set up. Add this event to the next email blast, post to website and post to social media.

(Truong/Brown/Farley/Einstein)

- d) Winter Social – Material checklist along with the sponsorship sign-up sheet were passed around. Discussed how to handle companies on the sponsorship list that haven't donated in the past 3 years. Decided to not reach out to the non-responsive companies for now and proceed with those who have donated in the past along with any new potential companies and go back to the non-responsive companies if needed. Decided to create a hashtag for the Winter Social and place it on the flyer and have it posted at the social along with promoting the YMF's social media platforms. Decided to have a discussion with those individuals checking people in at the winter social about coming up with a standard and more efficient way of checking people in. Joe volunteered to do the time lapsed photos of the winter social. This event is to be added to the next email blast. Decided to add the email address of the event organizer to the event instead of the YMF secretary email address. **(Renfro/Einstein/Natale/Brown/Farley)**

5) Potential Events

- a) Professional Development Seminar – Need to get finalized flyer out and blasted on the next email. The event is on the Field House's calendar but it needs to be finalized. 5:30pm to 7:30pm with a one hour happy hour followed by the presentation. Budget of \$400 is for the critical issues seminar. There are additional monies that weren't used during the bowling event and the college contact meeting that could possibly be used to purchase food for this event. It was decided that up to \$200 can be used for this event. Flyers to be available at the I-495 presentation and the joint happy hour at Rock Bottom Brewery. **(Sedor/D'Achille/Brown)**
- b) CANstruction – Deadline for entry is January 12, 2015. Looking for interested parties to lead the CANstruction efforts this year. Temple students expressed interest in participating this year with the YMF team. The board will get an email asking for volunteers to step up and lead. **(Sirianni)**

6) Miscellaneous Business

- a) Annual report has been submitted.
- b) Mock Interview committee discussed types of questions to ask and also reviewed the feedback form. The committee is working on the timeline of each session and determining the average time per interview. Committee meeting to be arranged soon. **(Brown)**
- c) Chris G. drafted the donation letter to Bridges to Prosperity and will forward the letter to Drew to use as a template for Philabundance, then Drew will mail both checks. **(Gray/Sirianni)**

7) Officer Reports

- a) Vice President (Chris Renfro) – Nothing Additional.
 - b) Secretary (Kevin Brown) – Began working on the YMF video but the free version of the software has very limited features; will look into other options.
 - c) Treasurer (Amanda Kessler) – Only receipts submitted thus far have been the receipts for the bowling event and the winter social deposit.
 - d) Newsletter/Public Relations (Kristin Leese) – Articles for the newsletter are due soon.
 - e) K-12 Outreach Coordinator (Brett Coleman/Kolleen Backlund) – Chris G. mentioned that there will be a visit to Upper Darby High School next Tuesday and to check with Kolleen for date confirmation.
 - f) CivE Club Coordinator (Nha Truong) – Working with Mike Franklin to see what materials they will need.
 - g) Community Service Chair (Zach Suralik/Jesse Gormley) – Philabundance is booked going into January. Just a FYI the Big 10 University social hosts a Toys for Tots drive.
 - h) College Contacts Chair (Adrienne Donaghue/ Paige Glassman) – Visited all schools except for Widener. Mentioned visiting Widener twice next semester. Swarthmore and TCNJ were very engaged during the presentation and Temple students are very interested in participating on the YMF CANstruction team this year.
 - i) Social Chair (Mike Zettlemyer/ Meredith Lis) – The YPT expressed interest in doing a joint event with the YMF.
 - j) Technical Groups Chair (Jeremy Pampuch/Joe Natale) – Don't forget to come to the I-495 presentation
 - k) Affiliate Society Liaison (Scott Cepietz) – Not Present
 - l) Professional Development Chair (Allie Sedor, Darren D'Achille) – If the board has ideas for Critical Issues Seminar topics let Allie and Darren know.
 - m) Social Media Chair (Brian Einstein) – Instagram is growing and the Facebook page is getting a lot of views.
 - n) IT Chair (Eammon Farley) – Nothing Additional
 - o) Past President (Chris Gray) – Advised those who are going to ERYMC to take plenty of notes and bring back some ideas from other sections.
 - p) Mentors (Kazi Hassan) – Not Present
- 8) Open Discussion – Judges are needed for the steel bridge competition. Discussed possibly doing some type of legal presentation for the Critical Issues Seminar.
- 9) Drew will send out a doodle poll to schedule the next meeting. Initial thought is to have it the first or second week in January. **(Sirianni)**