



American Society of Civil Engineers Philadelphia Section Younger Member Forum



2015-2016 Board – Meeting #4 Minutes

Date: Tuesday, December 15, 2015
Time: 5:30 PM
Location: *McCormick Taylor*
2 Commerce Square
2001 Market Street, 10th Floor
Philadelphia, PA 19103

Attendance List: Chris Renfro, Kevin Brown, Eammon Farley, Joe Natale, Jeremy Pampuch, Drew Sirianni, Paige Glassman, Nha Truong, Scott Cepietz, Allie Sedor, Jesse Gormley, Charlie Mumford, Kevin Walsh, Jon Miller, Brian Einstein

Via Telephone: Chris Gray, Brett Coleman

Responsibility for action items is indicated by (**bold type**).

- 1) Introductions: Renfro opened the meeting and asked for a motion to approve the previous minutes. The October 28, 2015 meeting minutes were approved and are to be posted to the eRoom/Higher Logic and website (**Sedor/Gormley**).
- 2) Organization Updates:
 - a) National
 - i. eRoom/Higher Logic Transition – Originally, ASCE National was to upload the content from the eRoom, however, the transition committee will now be handling the upload. Pampuch will distribute the backed up information within the committee. Renfro will review the folder structure created by Gormley and distribute to the Board for reference on how to upload new information. After this document has been distributed, all information generated during the transition period should be uploaded to Higher Logic in the appropriate location. (**Pampuch/Renfro/Committee/All**)
 - ii. Region 2 Assembly – 11/14: This event was held at Bucknell University in Lewisburg, PA, and Pampuch, Renfro, and Brown attended. They were introduced to many students, and determined it would be beneficial for the College Contacts chairs to attend in the future. Renfro and Brown successfully presented a “Best Practices for Engaging Students” session.
 - iii. ERYMC – 2/12-13/16: February’s ERYMC will be held in Pittsburgh, PA. Renfro announced the following board members expressed interest to attend in addition to himself (who is covered by the Section): Brown, Cepietz, Pampuch, Farley, Natale, Gormley, Glassman, Lis, Einstein, Truong, Mumford. Renfro noted that the Section had budgeted \$5,000 for the YMF, and his estimate came in



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at \$4,900. It is currently being worked out who will attend the ERYMC and reservation will then be made. **(Renfro)**

b) Section

- i. Dinner Meeting – 11/5: The November dinner meeting topic was the Rehabilitation of the PATCO Commuter Tracks across the Ben Franklin Bridge. Drexel was the student chapter represented and the presentation was given by DRPA representatives.
- ii. ECP Multi-Society Meeting – 12/7: The December dinner meeting topic was the Overview of Current/Planned Improvements & Long-Range plans for Philadelphia International Airport, which was led by Mark Gale. Renfro noted there was no student representation at this meeting because it was a joint meeting.
- iii. Dinner Meeting – 1/20/16: This joint meeting with ASHE will be held at the Radisson in Valley Forge and the topic will be a Tappan Zee Bridge Update.
- iv. Student Representation and Scholarships: Recruitment for college students to represent their universities at the designated dinner meetings is ongoing. Temple will represent at January's dinner, while Swarthmore and Widener were selected for March, and Villanova was designated for April. Renfro distributed the Section scholarships information. Natale noted that there is no application for any of the scholarships, and this information should be relayed to the students. Renfro encouraged the College Contacts to publicize these scholarships. **(Farley/Glassman/Renfro)**

3) Past Events:

- a) Law for Design Professionals – 11/19: This event was held on the 3rd Floor of Ladder 15. Approximately 20 people attended, which could have been a result of the rainy weather. There was plenty of food, and the attendees seemed to be interested and asking many questions. Pampuch felt the location fit the topic and encouraged an interactive session, and asked if anyone had photos from the event. The group agreed that there was enough interest to indicate this topic could be presented annually. Pampuch will send an event write up to Lis and Gormley. **(Pampuch)**
- b) CivE Club STEM Program: Walsh indicated that the students just had their first field trip to Waterworks. He noted that Suralik and Lis attended as chaperones. The last session of the year will be held on 12/22 and the topic will be water resources. He noted that the sessions were extended two weeks to make up for a few that were cancelled, and the volunteer list for the spring is about 50% full at this time.
- c) College Chapter Outreach:
 - i) Drexel University was visited by Farley on 10/28.
 - ii) Swarthmore College was visited by Truong, Renfro, and Glassman on 11/18.
 - iii) The College Contacts chairs will follow up with these chapters regarding ERYMC and section dinner recruitment.
- d) K-12 Local School Outreach:



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- i) Fox Chase Elementary – 11/4-6: Truong attended on 11/5 and Jake and Caroline from Temple attended on 11/6. Mumford has some good pictures to document the event and will generate a write up.
 - ii) Pottstown Middle School – 12/17: Kolleen Backlund and two Temple students will accompany Mumford to this event. They will be conducting Kolleen’s retaining wall activity. **(Mumford)**
 - iii) East Norriton Middle School – week of 1/25-29/16: Lawrence will be spearheading this effort. **(Lawrence)**
 - iv) Stewart Middle School – week of 1/25-29/16: Lawrence will be spearheading this effort. **(Lawrence)**
 - v) Spring-Ford High School/North Penn High School – week of 2/21-27/16: The high school contacts have expressed interest in visits during DVEW. Mumford has been coordinating with Kevin (on behalf of ECP) on this effort. Gray also volunteered to help plan the visits. **(Mumford/Lawrence/Brown/Gray)**
 - vi) Arcola Intermediate School – 3/22: Gray is presenting during a STEAM event, and Coleman also noted that he will be attending. **(Gray/Coleman)**
- 4) Upcoming Events:
- a) ASHE YMC Joint Happy Hour – 12/16: The annual happy hour will take place at the Rock Bottom Brewery in King of Prussia from 5-8PM.
 - b) 20th Annual Winter Social – 1/25/16: Brown redistributed the potential sponsors list so Board members could sign up for any remaining companies that haven’t been sent letters. He noted that \$1,500 has already been committed to by sponsors for the raffle, but stressed that YMF alumni have contributed to the sponsorship letters and the YMF can’t rely on them much longer. He reminded the group that all donation commitments are due 1/18 and noted that Board members should send reminder letters based on that deadline. In celebration of the 20th Anniversary, pictures from past year’s socials will be scrolling during the event. Additionally, Brown is coordinating a cake/similar dessert. Gormley suggested having a YMF beer brewed for the 2017 Winter Social. Renfro indicated he had some contacts who may be able to help. Brown also distributed the flyer and noted Chris Menna has been publicizing the event to YMF alumni. **(All)**
 - i) Shirt Sales: Natale will be doing a final price comparison with the two vendors for both polos and t-shirts. Renfro suggested having some shirts printed with the current logo for “vintage” tee sales, but the Board determined that vintage shirts would not be very appealing for sales. Renfro and Natale will coordinate on sizes/styles/how to fund the order. The shirts will be priced at \$15 or a deal of \$30 for a shirt/arms length of tickets. Gormley stressed that the full price of the tickets should still go to the raffle total. **(Natale/Renfro/Gormley/Sedor)**
 - c) ECP DVEW Young Engineers Social – 2/23/16: This event will be held at Buffalo Billiards on 2/23/16. Typically the YMF advertises this event.
 - d) 76ers Game & Tour – 2/8/16: This will be a joint event with ECP. While ECP’s invited students attend a panel consisting of young engineers and architects, the YMF attendees



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will take a facilities tour. Next, the groups will combine for networking and then attend the game vs. the Clippers. The tours will be at no cost to the YMF or ECP.

(Brown/Pampuch)

- e) Mid-Atlantic Region Student Conference – 4/22-24/16: Drexel is hosting this conference, and judges have been recruited for the Saturday/Sunday competitions. The events are being held at Cooper River Park in New Jersey. The initial mailer has been distributed. Chrzan is heading the concrete canoe judging and Renfro is heading the steel bridge judging. Details will be determined regarding the Friday Happy Hour, but currently the Field House has been targeted for this event.

5) Potential Events:

- a) Community Service: Miller noted that Philabundance is booked through the holiday season but the YMF could likely set something up in January/February. It is the Philabundance's preference to have volunteers after the holidays. Additionally, a cleanup with the Friends of the Wissahickon is possible for the spring. Miller will coordinate with Suralik. Another Adopt-a-Highway will take place in April as well. Lastly, although the Valley Forge park cleanup with ASHE was cancelled last year due to low RSVP numbers, a potential event could be planned for this year. **(Coleman & Miller)**
- b) Engineering Quizzo with ASME: Renfro will coordinate with Leese **(Renfro/Leese)**
- c) 2016 CANstruction Competition: Farley and Cepietz volunteered to be co-captains for the 2016 competition. Brown and Renfro will share past summaries/contacts/tips. **(Farley/Cepietz/Renfro/Brown)**
- d) Philadelphia Bicycling Infrastructure Tour: This event will likely take place in the spring.
- e) Montgomery County Infrastructure Advancement Presentation: Pampuch has not gotten a response despite many attempts to coordinate with the contact. If this picks back up, then allow Section to develop into a dinner meeting topic, as requested.
- f) Critical Issues Seminar: Natale stated that the topic will likely be focused on legislation/politics and how to get involved. He is open to other suggestions as well.
- g) Mastery Charter (Shoemaker Campus) Career Day: Cepietz received an invitation for the 2016 Career Day which will take place on March 18th. He said participating last year was very worthwhile. It involves Friday morning participation in panel discussions for high school students.

6) Miscellaneous Business:

- a) ECP & CYM Awards: Applications were submitted 11/15 and 12/5. Cepietz noted that Brown was nominated for the ECP award, while 6 award applications were submitted for ERYMC. Brown added that Jacob Nichols was nominated for a Student Leadership Award and won. We will be taking a photo to post on social media. Renfro provided Cepietz with an Awards List and noted the next group is the Section awards, which are due in January. **(Cepietz/Brown)**



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- b) Annual Report: The file was submitted on 11/20. Renfro will review and coordinate with Chrzan if he feels any revisions are necessary. **(Lis/Chrzan/Renfro)**
 - c) Google Drive: Accounts have been combined to ensure all information is accessible in one place. Brown will be uploading the Item List. Truong distributed the Budget Tracking sheet. The Google Drive now has the Award List/Item List and Budget Tracking. **(Brown)**
 - d) LinkedIn Account: Einstein distributed the draft version of the resume, already reviewed by the Executive Board, and asked for any comments. He noted that he can upload the final version to LinkedIn. Einstein will also coordinate changing the profile for the YMF from a “member” to an “organization”. It was noted that ASCE is a 501(c)3 non-profit organization. **(Einstein)**
 - e) Philanthropic Fundraising Campaign: Pampuch has been in contact with Ruben David and is looking to schedule an event in 2016. He is also going to coordinate with ASCE National, as the annual renewal offers an option to donate to the disaster relief fund. **(Pampuch)**
 - f) Rebranding Logo Contest & Apparel Order: Only two entries have been submitted for the logo contest. Gormley will mark up the contest rules to indicate (1) multiple entries allowed per person, (2) extended deadline of 12/31, (3) unfinished products are permitted, and (4) a monetary prize for the winner in an effort to receive additional entries. Once the rules have been modified, a blast will be sent out. **(Gormley/Sedor)**
 - g) Website Redevelopment: Phase 1 has been drafted, reviewed, and commented on during a 12/2 conference call. Phase 2 is pending review during the scheduled conference call on 12/16/15. The original idea was to launch the new website at the Winter Social, but that may be pushed back. We would still look to launch at a high profile event. Renfro would like to distribute a Doodle poll to take a formal YMF Board photo. **(Gormley/Renfro/Committee)**
 - h) RSVP Photo Disclaimer/Liability Waiver: Tara Hoke, legal counsel at ASCE National, confirmed that a disclaimer/liability waiver is not necessary and provided practical advice as well as a standard photo release document for minors. Regarding minors, they cannot be identified nor can their location be shared. It was suggested that the photo release form be included with the next field trip permission form, as Walsh is having trouble collecting completed release forms. Natale still uncomfortable with ASCE response due to personal experience and will reach out as well to ensure full coverage. **(Renfro/Walsh/Natale)**
 - i) Future City Competition: A \$250 donation is typical for the YMF to contribute to the competition. Renfro called a vote on whether or not to contribute \$250 again this year. The Board agreed that \$250 was appropriate. The donation will be taken from Winter Social proceeds. Renfro to submit the donation and help recruit judges. **(Renfro)**
- 7) Open Discussion
- a) GETT Expo: Glassman noted that the YMF sent volunteers last year to the event, held in Downingtown, but this year the expo is collecting \$100 sponsor fees. She added that it



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was suggested that YMF piggyback on a for-profit's table. Mumford stated that Kolleen Backlund has been helping with this effort and will be able to confirm by January 19th whether the YMF has a for-profit to team with. Regardless of teaming end result, the YMF will provide 2 volunteers to staff this event. **(Glassman/Mumford/Backlund)**

- 8) Officer Reports:
 - a) Vice President (Kevin Brown) – Brown will update the Winter Social sponsor form. **(Brown)**
 - b) Secretary (Allie Sedor) – Confirmed participants over the phone.
 - c) Treasurer (Nha Truong) – Truong noted that for events where the turnout is more than anticipated, if more food is required, the chairs should order it. The YMF will be able to justify this expense to the Section.
 - d) Awards Chair (Scott Cepietz) – Nothing Additional.
 - e) CIVE Club Chair (Zachary Suralik & Kevin Walsh) – Chairs will re-distribute the volunteer list. **(Walsh/Suralik)**
 - f) College Contact Chair (Eammon Farley & Paige Glassman) – Chairs will continue coordination with the colleges. Farley also congratulated Mumford on being chosen as Temple College of Engineering Commencement Speaker.
 - g) Community Service Chair (Brett Coleman & Jon Miller) – Nothing Additional.
 - h) Information Technology (IT) Chair (Jesse Gormley) – Following the website committee meeting, Gormley will distribute the test site to the Board. **(Gormley)**
 - i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford) – Nothing Additional.
 - j) Professional Development Chair (Joe Natale) – Nothing Additional. Renfro suggested a potential PD event in the summer.
 - k) Public Relations (PR) Chair (Meredith Lis) – Not in attendance.
 - l) Social Events Chair (Kristin Leese & Michael Zettlemoyer) – Not in attendance.
 - m) Social Media Chair (Brian Einstein) – Einstein asked that members continue to send along items to post on social media. Renfro noted that the Executive Board has drafted a Social Media guidelines document which will be formalized and given to Einstein. **(Einstein/Renfro)**
 - n) Technical Events Chair (Jeremy Pampuch) – Nothing Additional.
 - o) Past President (Drew Sirianni) – Nothing Additional.
 - p) Mentors (Chris Gray & Kazi Hassan) – Nothing Additional.
- 9) Scheduling of next meeting – Renfro will send out a Doodle Poll for a mid-January meeting.