



American Society of Civil Engineers Philadelphia Section Younger Member Forum



2015-2016 Board – Meeting #5 Minutes

Date: Wednesday, January 13, 2016
Time: 5:30 PM
Location: *RK&K*
680 American Avenue, Suite 300
King of Prussia, PA 19406

Attendance List: Chris Renfro, Kevin Brown, Joe Natale, Brett Coleman, Jeremy Pampuch, Drew Sirianni, Scott Cepietz, Allie Sedor, Charlie Mumford, Katrina Lawrence, Meredith Lis, Mike Zettlemoyer

Via Telephone: Chris Gray, Eammon Farley, Paige Glassman, Jesse Gormley, Jon Miller, Kristin Leese

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

- 1) Introductions: At the time of this meeting, the draft minutes from the December 15, 2015 Board Meeting were not available. Subsequent to the meeting, the minutes were motioned for approval via email 1/21/16 and will be voted on at the next Board meeting with these minutes. They will be posted on the website. **(Sedor/Gormley)**.
- 2) Organization Updates:
 - a) National
 - i. eRoom/Higher Logic Transition – Pampuch noted that additional folders need to be created for uploads concerning the latest events. **(Pampuch/Renfro/Committee/All)**
 - ii. ERYMC – 2/12-13/16: February’s ERYMC will be held in Pittsburgh, PA. Registration ends 1/22/16. Renfro is analyzing the budget and finalizing details/attendees. Drexel students have inquired about carpooling/rides, and Farley will follow up. **(Renfro/Attendees/Farley)**
 - b) Section
 - i. Dinner Meeting – 1/20/16: This joint meeting with ASHE will be held at the Radisson in Valley Forge and the topic will be The “New” New York Bridge – Replacing a Critical Bridge via Design-Build Delivery. Natale noted that registration closes this weekend.
 - ii. Student Representation and Scholarships: Recruitment for college students to represent their universities at the designated dinner meetings is ongoing. Temple will represent at the March dinner, and Farley will follow up with the chapter to confirm there will be representation. Farley will also follow up regarding the scholarships. **(Farley/Glassman)**

3) Past Events:

- a) ASHE YMC Joint Happy Hour – 12/16/15: There was a fairly sizeable turnout (~30-35 attendees), most of which were ASHE members. The event was held in a larger area at the Rock Bottom Brewery in the King of Prussia Mall. There was plenty of food.
- b) CivE Club STEM Program: Chairs were not in attendance, but it was noted that the volunteer schedule for the CivE club for the spring was not yet full. If you would like to volunteer, please contact Walsh/Suralik. **(Board)**
- c) College Chapter Outreach:
 - i) Temple University – Event will be held at the end of January. Farley will be out of the country, but noted that the topic will be on the order of Students Prepared for a Professional Career in Civil Engineering and the transition from college to the workplace. He said it will likely be structured as a panel/Q&A Session. Farley will let the Board know when the event is scheduled. **(Farley)**
 - ii) Widener University – February: Glassman needs to follow up with the chapter contacts. **(Glassman)**
- d) K-12 Local School Outreach:
 - i) Pottstown High School – 12/17/15: Kolleen Backlund helped with 2 sessions of about 15 students each. Mumford has collected photos and videos to post on social media. Coleman advised that typically the teachers are able to provide which students are able to have photos posted on social media or to provide a consent form. Mumford confirmed that the write-up is done and he will coordinate to have the information included on the website and newsletter. **(Mumford/Einstein/Gormley/Lis)**
 - ii) East Norriton Middle School – 1/28/16: Lawrence will be attending this event during the afternoon on the 28th. **(Lawrence)**
 - iii) Stewart Middle School – This event had to be cancelled due to a lack of volunteers.
 - iv) Spring-Ford High School - week of 2/21-27/16: Mumford has been coordinating with the teachers and ECP is helping with this event, which will consist of 40 minute Q/A panel per class. **(Mumford)**
 - v) North Penn High School – week of 2/21-27/16: Coleman is able to help on Tuesday and Wednesday mornings. For this event, there are approximately 100-200 kids on rotation. **(Mumford/Lawrence/Brown/Gray)**
 - vi) GETT (Girls Exploring Tomorrow’s Technology) Expo – 3/12/16: This event will be held from 9:30-12:30 (setup at 8AM). It will be held at West Chester East High School. It was requested that Glassman forward along informational email to call for volunteers. **(Mumford/Lawrence/Glassman)**
 - vii) Mastery Charter School (Shoemaker Campus) – 3/18/16: Cepietz has been in contact with the organizers. This event takes place on a Friday morning and consists of multiple panel discussions and a lunch. **(Mumford/Lawrence/Cepietz)**
 - viii) Arcola Intermediate School – 3/22/16: Gray is presenting during a STEAM event, and Coleman noted that he can assist if help is needed. Last year, the marshmallow tower activity was conducted, but Coleman felt a more advanced activity could be done based on the age of the participants. **(Gray/Coleman)**
 - ix) Kolleen B. sent Mumford and Lawrence 3-4 more dates for potential events, including a Girls’ Engineering Camp at Widener. However requirements to volunteer at this

event seem to be quite extensive. Additionally, McCall High School would like to host several events.

- x) Coleman noted that he sent Mumford and Lawrence details on an event at Boyertown. **(Mumford/Lawrence)**

4) Upcoming Events:

- a) 20th Annual Winter Social – 1/25/16: Brown reported that as of the meeting, there were 115 RSVPs and \$3,190 confirmed in sponsorship monies. 200 RSVPs and \$4,000 in prizes were Brown’s goals. To increase RSVPs, an email blast will be sent out at the end of the week. Brown stated that there are still 4 blank spots on the duty signup sheet. He noted that he filled some blank spots with students. He encouraged Board members to fill in the blanks. Mumford noted that he and Lawrence would like to offer one additional prize for K-12 volunteers. They propose collecting business cards and choosing a separate gift card winner from this collection. This drawing would be held in the time period between when the end of the raffle tickets are sold and when the raffle is called. It was suggested that Mumford and Lawrence either stand in a designated spot or wear some sort of distinguishing gear to make them easy to find, considering this time period is only 15 minutes. It was also suggested that they provide a list of upcoming K-12 events. The Board was generally agreeable with this idea.

(Brown/Sedor/Mumford/Lawrence/Board)

- i) Shirt Sales: Natale noted that it will take at least two weeks to produce a shirt order. As such, the shirts will not be ready for the Winter Social. He added that the shirts will be \$7/shirt and the quote was given for 100 shirts. It was reaffirmed that shirts with the current logo (to be replaced) should not be ordered. The Board Member golf shirts are also to be ordered. They will be \$20.06 per shirt and the Board agreed that due to lack of budget, each member could purchase his/her own. It was advised to use the ASCE Philadelphia logo on the shirt. Natale will email the Board to call for “cut” and size. **(Natale)**
- b) 76ers Game & Tour – 2/8/16: This will be a joint event with ECP. At 1:30PM, ECP’s invited students will attend a panel on the court consisting of young engineers and architects. Also at this time, the YMF attendees will take a facilities tour. Next, the groups will combine for networking/activities and then attend the game vs. the Clippers. Brown is also trying to coordinate a player appearance at the event. The tour will be at no cost to the YMF, but all tour attendees will be required to purchase a ticket to the game. A flyer has been crated for ECP/AIA. Pampuch will first determine ticket PayPal/RSVP for YMF members. He will then be generating a flyer for the YMF advertisement. **(Brown/Pampuch)**
- c) ECP DVEW Young Engineers Social – 2/23/16: This event will be held at Buffalo Billiards on 2/23/16. The YMF will advertise this event.
- d) Delco PSPE Joint Happy Hour – 3/24/16: Zettlemoyer noted that this is the same type of event as held in years past. He added that Niki Eno has offered to present on the Crum Creek project, however she is unavailable on 3/24/16, so Zettlemoyer will ask whether this date was confirmed and coordinate with the event contact. **(Zettlemoyer/Leese/Renfro)**

- e) Mid-Atlantic Region Student Conference – 4/22-24/16: No new updates since the last Board meeting. Farley and Pampuch have expressed interest in volunteering. **(Renfro/Farley/Pampuch)**

5) Potential Events:

- a) Community Service: Miller stated that he has been in touch with West Philadelphia Soup Squad and asked whether the Board felt this event should be scheduled for a weekday or a weekend. Gormley noted that in previous years, this event was done on a weekday since other Community Service events are typically held on weekends. This potential event could take place in late February/early March. Renfro noted that Engineers Week/ERYMC should be avoided. Miller added that other events will be scheduled for the spring. **(Miller)**
- b) Engineering Quizzo with ASME: Zettlemoyer will look into locations to hold this event. It was noted that the event would likely require a private room. **(Zettlemoyer)**
- c) 2016 CANstruction Competition: The YMF has been registered, and Farley noted a new rule that structures can be no taller than 8'. He also noted that we are not permitted to present a separate sponsor board. Renfro added that we should be able to work around this issue/bring the board for pictures. The theme of this year is “decades”. The model of the structure is due by the end of February, and it was noted that any ideas can be emailed to Farley/Cepietz. It was requested we confirm with Campbell’s that they will be donating again this year. 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) Critical Issues Seminar: Natale stated that the topic will be Political Involvement as a Young Engineer. Renfro noted that Natale will be asking the Board for potential questions. It was suggested that Barry Schoch be a potential speaker. Leslie Richards was also suggested. **(Natale)**

6) Miscellaneous Business:

- a) Awards: Cepietz noted that unfortunately Brown wasn’t selected as the DVEW YOHEY. The ERYMC Awards applications were submitted, and the Section Award applications are due 1/29/16. Cepeitz will send out the list of potential awards and has asked for nominees. **(Cepietz/Board)**
- b) Google Drive: The Google Drive is currently live. It includes the Awards list, the Items list, and the Budget.
- c) LinkedIn Account: Sedor will check in with Einstein for an update on the transition from a personal account to an organizational account. **(Sedor/Einstein)**
- d) Philanthropic Fundraising Campaign: No update since the last Board meeting. **(Pampuch)**
- e) Rebranding Logo Contest & Apparel Order: Two additional entries were submitted (for a total of 4). The entries will be posted on the website for public voting. **(Gormley/Renfro)**

- f) Website Redevelopment: Gormley intends to hold the next conference call during the first week of February. Renfro will send out a Doodle poll. The intent is to roll out the new website at a major event in the Spring. **(Gormley/Renfro)**
 - g) RSVP Photo Disclaimer/Liability Waiver: Natale is trying to connect with Tara Hoke, legal counsel at ASCE National. He will copy Renfro on any correspondence. **(Natale)**
 - h) Future City Competition: Renfro submitted \$250 donation. The YMF's donation allows the YMF to award an additional prize. Renfro also asked if anyone was interested in judging. The event will be on Saturday 1/23/16 at Archbishop Carroll High School. **(Renfro/Board)**
- 7) Open Discussion
- a) No new items.
- 8) Officer Reports:
- a) Vice President (Kevin Brown) – Nothing Additional.
 - b) Secretary (Allie Sedor) – Nothing Additional.
 - c) Treasurer (Nha Truong) – Not in attendance. Renfro noted the budget tracking was up to date.
 - d) Awards Chair (Scott Cepietz) – Cepietz called for Section Award nominations.
 - e) CivE Club Chair (Zachary Suralik & Kevin Walsh) – Not in attendance.
 - f) College Contact Chair (Eammon Farley & Paige Glassman) – Nothing Additional.
 - g) Community Service Chair (Brett Coleman & Jon Miller) – Nothing Additional.
 - h) Information Technology (IT) Chair (Jesse Gormley) – Nothing Additional.
 - i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford) – Nothing Additional.
 - j) Professional Development Chair (Joe Natale) – Nothing Additional.
 - k) Public Relations (PR) Chair (Meredith Lis) – Please email any information to be included in the newsletter to Lis. The next deadline is 1/22/16, so all content should be sent to Lis by 1/20/16.
 - l) Social Events Chair (Kristin Leese & Michael Zettlemyer) – Nothing Additional.
 - m) Social Media Chair (Brian Einstein) – Not in attendance.
 - n) Technical Events Chair (Jeremy Pampuch) – Pampuch will continue to coordinate the Sixers event.
 - o) Past President (Drew Sirianni) – Sirianni is on the DVEW Committee and noted he will likely be soliciting for Lunch/Celebration of Engineering reception door prizes.
 - p) Mentors (Chris Gray & Kazi Hassan) – Nothing Additional.
- 9) Scheduling of next meeting – Renfro will send out a Doodle Poll for a late February meeting.