



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



**Date:** Monday, September 12, 2016  
**Time:** 5:30 PM  
**Location:** WSP / Parsons Brinkerhoff  
1600 John F. Kennedy Blvd., #510

Attendance List: Kevin Brown, Scott Cepietz, Lauren Davenport, Justin DiBiase, Eammon Farley, Ajin Fatima, Nick Kim, Katrina Lawrence, Kristin Leese, Meredith Lis, Charlie Mumford, Joe Natale, Jacob Nichols, Chris Renfro, Nha Truong, and Dennis Wilson

Via telephone: Niki Eno and Mike Zettlemoyer

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

- 1) Introductions
  - a) Individuals stated their name, employer, type of work and number of years on the board.
  - b) Meeting minutes for the 7/13 meeting were approved and are to be posted to the website. **(Gormley)**
- 2) Organizational Updates
  - a) National
    - i) Jesse Gormley recommends that the YMF use a Google Drive for file sharing and upload these files to Collaborate at the year's end. Kevin will follow up on last year's materials. **(Brown)**
    - ii) Kevin and Jesse attended the Younger Member Leader Symposium at ASCE headquarters in Reston, VA. Kevin was impressed with the event. Topics included personal leadership practices and change in the workplace, and Kevin and Jesse both found the event to be useful for networking, as people from all over the country attended. Next year's symposium will take place on August 4-6, 2017, but may not be free. Jesse and Kevin encourage anyone interested to attend next year.
    - iii) ASCE National membership will be increasing by \$15 due to the increased value of membership, with additional PDHs, an added Technical Institute, 5 free PDHs offered, and more. Kevin mentioned that student membership may no longer be free.
    - iv) The Eastern Region Younger Member Council (ERYMC) will take place in Newark, NJ on January 20-21, 2017. This event is a good opportunity to learn about ASCE National and the CYM. Networking and technical presentations will take place, as well as the annual business meeting. The Board is to let Kevin know if interested in attending ERYMC. New board members are highly encouraged to attend. The YMF may have to limit how many people can attend for budgetary purposes. **(Board)**
  - b) Region 2
    - i) The Region 2 Assembly is a one-day event on November 12, 2016 at Morgan State University in Baltimore, MD, but those interested may head down the night before for a social activity. This assembly is more condensed than ERYMC. It will be a good opportunity to see what other chapters are doing, especially for College Contacts. This event will not come out of the YMF budget. Let Kevin know if interested. **(Board)**
  - c) Section
    - i) The October Section dinner meeting will be 10/13/16, and the topic will be Green City, Clean Waters.
    - ii) The Section is looking for one YMF volunteer per Section dinner meeting to check guests in. This volunteer will also be in charge of drink tickets. **(Board)**
    - iii) The College Contacts chairs will have a kickoff meeting on Wednesday, September 14<sup>th</sup>, after which all colleges will be scheduled to attend a Section dinner meeting throughout the year. **(Glassman/Lester)**
- 3) Past Events
  - a) The YMF's Annual Phillies Game & Tailgate took place on 7/21/16, with much success. Koozies were handed out (of which there are 25-30 remaining for a future event). 126 tickets were purchased at \$10 each,

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- and sold for \$20 each (with 3 tickets donated). The YMF purchased food and koozies, and the balance from this event is \$318, which will be donated. Zettlemoyer suggested Phillies Charities. Brown will first check whether it is too late to donate to the Chester A Arthur School to get the YMF's name on a paver. **(Brown)**
- b) The YMF sponsored a Wissahickon Workday on 8/6/16. The event was well-attended, though the Friends of the Wissahickon volunteer showed up a bit late. The group cleared brush and created berms.
  - c) The Philadelphia Bicycling Infrastructure Tour on 8/25/16 took about 15 participants on an 8.1-mile tour through Philadelphia led by Gus Scheerbaum of the City of Philadelphia. The group ended at Wahoos for food, drinks and quizzo. There were quite a few new faces at the event. This type of event could occur again in future years.
  - d) The Project Management and Budgets professional development event occurred on 8/30/16 at Field House and was very successful with 35-40 attendees. Chris Gray presented on project management and there was a lively Q&A session after the presentation.
  - e) The YMF's Group Photo and Happy Hour occurred on 9/1/16, near Morgan's Pier in Philadelphia. The group photo came out well with approximately 30 YMF members showing up for it. A few more members joined for the following Happy Hour at Morgan's Pier, and the rain held off for attendees. This may become an annual YMF event.
- 4) President's Message: We are formed to offer meaningful presentations and events, and we do a great job, but we need to be sure we focus on increasing our membership. That should be our goal in all of our interactions and the work that we do with the YMF. We could entice people with drink tickets, or add membership status into testimonials near the author's name. We could allow companies to nominate a "member of the month." We could only hand out PDHs to members at our professional development events. With each event, there should be discussion of how to increase our membership. Kevin also mentioned that there is an updated event procedure guide.
- 5) Potential Events
- a) There will be a brainstorming event for GETT on 9/20/16 from 5:30-7:30PM. The GETT event is quickly growing and the brainstorming session will focus on planning this year's event. Charlie is looking for volunteers; Niki may be able to attend. **(Mumford/Eno)**
  - b) The Welcome Back Bowling event will take place this year on 10/11 at Pep Bowl in South Philadelphia from 5:30-8PM. The event will be \$10 for non-students and free for students. There will be a prize for the student with the highest score. The YMF is getting a 10% nonprofit discount. Belinda will email out the flyer by Tuesday 9/13, for inclusion in the 9/14 blast. **(Lester)**
  - c) The next Adopt-a-Highway event will take place on 10/16/16. Meredith will create the event in Constant Contacts for inclusion in the 9/14 email blast. **(Kirn/Lis)**
  - d) The YMF will be visiting Pottstown High school on 12/19 or 12/20. Kolleen Backlund visited Pottstown last year for a retaining wall activity and it went over well. Let Katrina or Charlie know if you're interested in attending. There was some discussion about how volunteer recruitment is done. **(Lawrence/Mumford/Board)**
- 6) Potential Events
- a) Katrina and Charlie listed several potential school visits. **(Lawrence/Mumford)**
    - i) Fox Chase: Nha went last year. This will be a 2-day event. It is close to a train station for non-car users.
    - ii) Masterman: Still in the works.
    - iii) Germantown Academy: Organizer wants us to come either 9/26 or in October. Katrina to coordinate.
    - iv) Maria Bracetti in NE Philly: YMF is working with Luis Geitan for this visit.
    - v) Upper Perkiomen High School: YMF might let this slide this year.
  - b) The Student Chapter Leaders Kick-off Meeting is scheduled for 9/14. College Contact chairs will come to the board to volunteer to present to local colleges throughout the year. **(Glassman/Lester/Board)**
  - c) No update on the Stroud Water Research Center visit; Scott to get update. **(Cepietz)**
  - d) Scott Cepietz contacted the construction manager for the Comcast Center, who directed him to Thornton Tomasetti, who have not responded. There is a tour happening on 9/30 with Thornton Tomasetti. The YMF could try to get on that tour. Scott will follow up with Thornton Tomasetti engineers. **(Cepietz)**
  - e) No update on the Covanta Waste-to-Energy Tour. **(Pampuch)**
  - f) No update on the Widener University college visit. Kevin will follow up with Paige. **(Brown/Glassman)**

7) Miscellaneous Business

- a) LinkedIn Account progress has been made. “Your Account” can manage groups or be part of groups. The YMF is detached and set up such that Jake is able to sign in. There were two accounts previously, and one has been shut down. We have 80 followers. Chris and Jake will sit down to go over details.  
**(Renfro/Nichols)**
- b) The YMF will start #tbt posts. Jake will schedule these posts for Thursdays and post articles on Mondays and Wednesdays. **(Nichols)**
- c) Jesse added the Mock Interview page to the website and linked it. Jesse reminded the board that they should keep event recaps and photos coming, and loop him in on new adverts so he can get them online. It was mentioned that the Bylaws and Constitution may not be linked on the website. These items could go under the Board section. **(Board/Gormley)**
- d) Salary Survey Initiative: Kevin will follow up with Jeremy and Chris Renfro will help.  
**(Brown/Pampuch/Renfro)**
- e) The Mock Interview program will be in the next email blast (9/14). The Mock Interview committee consists of Amanda Kessler, Mike Zettlemoyer, Zach Suralik, and Kevin Brown. They have a list of volunteers. Board members should let a committee member know if they would like to be on the volunteer list. **(Board)**
- f) There is an ad hoc committee to discuss the new YMF logo. This committee may have updated ideas at the next Board meeting.
- g) Charlie and Jake will set up a conference call to set up Snapchat guidelines for the YMF. Joe Natale and Eammon Farley expressed interest in joining the call. It was mentioned that if email blasts are light, the snapchat ghost to scan to follow could be added in the blasts. **(Mumford/Nichols)**
- h) A committee met on 8/24 to discuss the YMF’s constitution and bylaws. Any changes will not be in effect until next year, so the committee will take time to draft these and have something for the Board to look over by the next meeting. **(Brown/Renfro/Natale/Truong/Gormley)**
- i) Remaining 2016 CANstruction budget will be used to purchase additional carts for use at CANstruction. **(Farley)**
- j) FY16 Budget: Nha suggested that if we go over budget on our events, it is fine as long as it is pre-approved by the board and is necessary for high attendance at an event. However, event expenses that have not been pre-approved may jeopardize reimbursements.
- k) FY17 Budget: The board is working on finalizing the budget for FY2016-17.

8) Open Discussion

9) Officer Reports:

- a) Vice President (Nha Truong) – Passed out calendar of last year’s events.
- b) Treasurer (Eammon Farley) – No comments
- c) Secretary (Meredith Lis) – No comments
- d) Awards Chair (Lauren Davenport) - No comments
- e) CivE Club Chair (Kevin Walsh & Timothy Abel) – Kevin and Tim will host an intro for CivE club on Thursday 9/15. The volunteer form will be in Wednesday 9/14 email. Board members should look for what aligns with their work. If they can’t volunteer, should ask coworkers. Drexel students seemed interested in volunteering, so Kevin and Tim hope to get in touch with other colleges. They are looking into setting up additional field trips.
- f) College Contact Chair (Paige Glassman & Belinda Lester) - No comments
- g) Community Service Chair (Kristin Leese & Nicholas Kirm) - No comments
- h) Information Technology (IT) Chair (Jesse Gormley) - No comments
- i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford) - No comments
- j) Professional Development Chair (Michael Zettlemoyer) - No comments
- k) Public Relations (PR) Chair (Nicole Eno) - No comments
- l) Social Events Chair (Joseph Natale & Dennis Wilson) - No comments
- m) Society Liaison Chair (Ajin Fatima) – Ajin sent out an email about the ASHE golf outing, but there was no

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interest. We may want to get a team together next year. ASHE 50<sup>th</sup> Anniversary is 9/21. Golf event is 9/23. Engineers Without Borders Community Service event is 10/8. Let Aijn know before booking events to check for conflicts.

- n) Social Media Chair (Jacob Nichols) – Let Jake know if you see interesting articles or have pictures for #bt to post.
- o) Technical Events Chair (Scott Cepietz & Jeremy Pampuch) – We are off the hook for hosting a Section Dinner Meeting speaker, but we are searching for a speaker for multi-group technical sections. Jeremy and Scott will decide on a speaker for this.
- p) Past President (Christopher Renfro) – Keep up good work. Chris received an email from Chrzan about STAY (the Student Transition Activity grant) requesting a grant proposal and Chris suggested we let student chapters know about it. Kevin informed Chris that it was not just for students, and that Nick and Kevin are working on a proposal for it. Chris will nominate Kevin Brown for the Practitioner Advisor Award. Chris mentioned an essay competition, the Daniel W. Mead Prize for younger members. Younger members can submit a 2,000 word limit essay answering the question, “Is it ethical for University engineering faculty to teach technical subject matter to engineering students without obtaining professional licensure?” The essay is due February 1<sup>st</sup>. Kevin is nominating Derek Harsinski for the ASCE Student Leadership Award. Chris will update next meeting with info on higher logic to Google transition.
- q) Mentors (Drew Sirianni & Christopher Gray) - No comments

10) Kevin will send out a doodle to schedule next meeting.

Adjourned; post-meeting gathering @ Tir Na Nog.