



American Society of Civil Engineers Philadelphia Section Younger Member Forum



Board Meeting Minutes

Date: Wednesday, December 21, 2016
Time: 5:30 PM
Location: *Powell, Trachtman, Logan, Carrle & Lombardo P.C.*
475 Allendale Road, 2nd Floor
King of Prussia, PA 19406

Attendance List: Kevin Brown, Tim Abel, Jesse Gormley, Nha Truong, Meredith Lis, Eammon Farley, Dennis Wilson, Charlie Mumford, Mike Zettlemoyer

Via telephone: Jake Nichols, Joe Natale

Responsibility for action items indicated in **bold type**.

- 1) Approval of Minutes
 - a) Minutes from the November 16, 2016 meeting were approved and are to be posted to the website. **(Gormley)**
- 2) Organization Updates:
 - a) National
 - i. We need to start using Google Drive. Jesse will give everyone permission to view the current and previous year, and the appropriate people permission to access folders. Kevin asked for this to happen soon and Jesse gave himself a deadline of this week. **(Gormley)**
 - ii. Kevin reminded the Board to renew National dues before the New Year. **(Board)**
 - iii. The Board has 10 people attending ERYMC (which is taking place on 1/20/16-1/21/16): Nick, Lauren, Charlie, Joe, Eammon, Meredith, Belinda, Ajin, Kevin and Jesse. All have registered and will get reimbursed through Eammon. Rooms are booked. Cathy is going from the Section and Jesse will represent CYM. Mike Z. will present at the conference. We are able to go without spending any money out of pocket and may even be able to send money back to the Section.
 - iv. Kevin asked if anyone else is considering applying to the Legislative Fly-In, on March 14-15, 2016, other than Jesse, Joe, Charlie and Scott. **(Board)**
 - b) Region 2
 - i. John Casana, P.E. is the new Region 2 Director.
 - c) Section
 - i. The last Multi-Society Meeting was at a hotel in downtown Philadelphia on December 7th, 2016. It was held in the afternoon and had about 150 people in attendance. Jeff Kneuppel gave a presentation on the state of SEPTA's capital program. It was mentioned that Jeff Kneuppel updates his presentations rather than reusing them and is a great presenter. The food at this particular venue was a bit slow.
 - ii. The next dinner meeting between ASCE and ASHE Delaware Valley will be on January 18, 2016. Brad Heigel, the Chief Engineer of the PA Turnpike, will present an overview of Turnpike's modernization and upgrade program, including the new I-95 interchange and the widening on the Northeast Extension.
 - i. The College of New Jersey will be the represented college at this meeting. Paige and Belinda should remind TCNJ of this. **(Glassman/Lester)**

- iii. College contact chairs should forward the 2017 Section Scholarship information to college reps. (**Glassman/Lester**)

3) Past Events:

- a) Scott and Justin DiBiase presented at Villanova on 11/17/16. They were not present to discuss this event but Kevin is pretty sure that it went well.
- b) About 20 people attended the Vine Street Expressway Tour on November 21st. It was a cold day. Kazi presented on the design aspects of the project and design coordination challenges. This was the second Vine Street presentation the YMF has hosted, and registration opened up for students before the public. There ended up being a good mix of students and professionals at this event.
- c) The Joint Winter Happy Hour with ASCE/ASHE was on December 14th, again at Rock Bottom Brewery in King of Prussia, PA. There was a good turnout. ASCE/ASHE split the cost of food and there was enough to go around. This seemed to be money well spent and many guests stayed and networked until 8pm. The event went \$50 over budget.
- d) There were about 25 total people at the Civil Engineering Club Fall Ceremony at Chester A. Arthur School, including parents, kids, and young professionals. Kevin and Tim made posterboards showcasing the kids' favorite activities. The boards utilized the kids' feedback from forms filled out after each session, as well as materials from ASCE about the activities themselves, and the kids presented their posterboards. There was pizza for the group and after presentations everyone did a Marshmallow Challenge. Meredith, Eric Harbeson, and Kazi's team notably won. At the end, the group watched the Dream Big trailer.
- e) K-12 Outreach – (**Lawrence/Mumford**)
 - i) Fox Chase Elementary – Nikunj Karumsi from Pennoni organized this school visit on November 29th. The group did a build-a-road activity with 4th graders reaching 90 kids. Samantha Berg from PWD joined.
 - ii) Pottstown HS – Daniel Bhaumik and Eric Harbeson volunteered for this school visit on December 15th. They saw 2 classes, about 50 students total. Some of the same kids from the previous year attended, and volunteers expressed that was nice to see them as they get ready to hear from colleges. They did an engineering dam activity, which was a great activity for future reference. Kolleen Backlund donated 2 buckets of sand, and Charlie plans to send her a thank-you note.

4) Upcoming Events:

- a) K-12 Outreach – (**Lawrence/Mumford**)
 - i) Garnet Valley High School – SWE Club visit – Meredith met a student last year at the GETT event who reached out to Meredith after creating a SWE club at her school. She asked for volunteers to visit the school on January 19th in Delco. Eloise is planning to go to the school. Yay! If any other female engineers can make it to Delco, let us know.
- b) Winter Social – 01/30/17 (**Truong**) There have been good responses so far from companies and more are coming in. Pre-holidays would be a good time to follow up with companies and we can follow up again after the holidays. The venue is booked. We are paying \$2pp more than last year and locked in that rate for another 2 years (this year and 2 following years). There was discussion of where to donate the profits. In the past we did \$1000 to Philabundance, \$250 to Future Cities, and the balance was voted on. Paige brought up the option of sponsoring GETT for \$500. Nha wants to make sure we have enough money for CANstruction. Kevin wanted to make sure the letter was clear about where money will be donated to. Kevin stated that money raised from the raffle should go straight to charities instead of CANstruction, since checks from companies solicited from the winter social donation letter will go to CANstruction. Kevin wants to make sure we are raising money that will go to charity, not just funding ourselves for CANstruction. Mike suggested we generate a dollar figure for how much we will need for CANstruction and group agreed this would be a good idea. Kevin suggested \$500. Jesse pointed out that having

sponsorship levels should be something that is publicized otherwise companies will get upset. There was discussion of ticket prices and a possible increase. Decision was made to get rid of the \$5 option and just have a \$10 and \$20 option.

- c) GETT – 3/25/17 (**Glassman**) Paige is organizing the YMF’s GETT efforts this year. The event will go from 11-4:30, and Paige is looking for female table volunteers and volunteers for activities. We will do the tower activity that we also did last year, and the description of this is due February 10th. Can we get ASCE swag? Tim and Kevin have ASCE scales but maybe not enough. We have decided to scrounge and give the kids leftover ASCE swag.

5) Potential Events:

a) K-12 School visits (**Lawrence/Mumford**)

- i) Masterman 6th grade: Nikunj Karumsi is heading this up. Details will be firmed up in January. Charlie remembers you if you raised your hand last board meeting.
- ii) Bridesburg School (Port Richmond): This school is requiring clearances, but we will still definitely try to go here, Nick was mentioned as probably going because he lives close by. Kevin offered to go here also because he has clearance and can go from work. Tim A. got clearances also and offered to go here.
- iii) East Norriton Middle School: no update.
- iv) Spring-Ford High School: Last year this school was part of engineer’s week visits! Charlie is working with Tricia Falco on this.
- v) North Penn High School: Michael Boyer is heading this up. It will be in the first week of January. There will be a call with Giselle to organize. We had 10 volunteers last year. Kevin and Nha may be roped in to bring in ECP volunteers this year.
- vi) Mariana Bracetti Academy: Charlie’s goal is to touch base first week of the year, because they really want to do this this year

- b) College Visits (**Glassman/Lester**): The Section is discussing a new student rate for section dinner meetings. In our last YMF meeting we decided to think about discounting the tickets to be \$10, so the Section wanted us to justify why we wanted to subsidize the tickets further than they already do. Belinda will put together a proposal outlining why we want to subsidize student tickets. (**Lester**)

- c) Kristin Leese heard from Urban Roots to do a park cleanup on MLK Day at Ralph Brooks Park, which is at 20th and Tasker. They want to get 8-10 volunteers for 2-3 hours. Kristin will come up with a flyer. (**Leese**)

6) Miscellaneous Business:

- a) Annual Report Update: the Annual Report got turned in.
- b) Monthly Newsletter Update: Meredith will do the newsletter in March and possibly February depending when Niki has a baby! TBD. (**Lis**)
- c) Dream Big: Dream Big (the movie) is happening in Philly, with Kazi spearheading the effort. This is likely to be an Engineers Week activity if Kazi gets it set up at the Franklin Institute. Katrina and Charlie reached out to schools to survey them about whether they would be interested in attending a Dream Big screening and got a good response from schools. This survey gave Charlie and Katrina ideas for potential future events at schools. Kazi will apply for a grant from ASCE National and he submitted this event application to DiscoverE. (**Hassan**)
- d) Future City – YMF donations for this come out of Winter Social budget. Future City asked the YMF to raise our donation from \$250 to \$300 this year. Consensus that \$300 is fine to donate to this cause, especially since we get to choose the group to award our money to at the event.
- e) University of Delaware – Joe contacted UD ASCE on behalf of WSP | Parsons Brinckerhoff. The Delaware YMF expressed interest in doing joint event with Philadelphia YMF. Joe told the Delaware YMF who to contact at our YMF. Tim A. said Delaware YMF is having an event on a 26th (December or January - decided January). (**Lester/Glassman**)

- f) Roofmeadow – Mike’s contact at Roofmeadow wants to do a tour in the spring. Mike will touch base with Scott to plan this tour. Tim requested Mike keep him and Kevin W. in the loop since they were hoping to get a similar tour set up for CivE Club. During this time, Mike took a big swig from a mug with his leg crossed over in the lawyerliest fashion. It was not mentioned but is nevertheless a fact that this was almost as amusing as last Board meeting when Mike ran straight into a window. **(Zettlemoyer)**
 - g) Website Redevelopment–Jesse started putting an eye to the future. He made some Google forms for creating events and testimonials that should be useful. Jesse will update the LinkedIn link but he can’t change the widget. **(Gormley)**
 - h) Salary Survey Initiative–There has been some progress made on this. Jeremy is sending salary survey questions to Bob this week for review. Since there are more than 10 questions there is a \$26/month fee, which would come from the tech budget. Eammon suggested he could look into whether we can do this via another platform for free. **(Pampuch/Renfro/Cepietz/Farley)**
 - i) Mock Interview Program **(Brown/Zettlemoyer)** So far only one interview was done. The feedback was sent out, and the interviewee is in construction so Kevin might bring him to do CivE club with Kevin. We should put another advertisement for the blasts. **(Lis)**
 - j) 2016 CANstruction Budget/2017 CANstruction–There was question about whether one of last year’s checks did or did not get cashed. Marc responded and had no record of the check. In the future we will log checks more carefully, potentially with a Google Sheet that Marc sees to make sure everything matches up. **(Brown/Farley/Nichols)**
 - k) New Logo–No update
 - l) YMF Constitution and Bylaws – Update: Kevin will hopefully have update in February. **(Brown)**
 - m) FY16 Budget Update – Nha checked in with Jen to make sure their records of last year’s budget matched. **(Truong)**
 - n) FY17 Budget – Update – Eammon sent out updated budget for 2017. If there is something that anyone sent to Marc or Jen and Eammon wasn’t cc’d on, let him know. The spreadsheet he sent out should have been up to date. He will send these out quarterly. **(Farley)**
 - o) Awards – Update: In the future, we should maybe advertise to our membership when we are looking for nominations for awards requiring the awardee to have written a paper. Kevin announced the awards that Lauren submitted and mentioned the one that Tim nominated Kevin Walsh for. Jesse wondered if we could consider doing our own set of awards, essentially formalizing what Charlie and Katrina did last year with the service award and maybe adding categories. We could have YMF Recognition awards at the Spring Social. Kevin brought up the issue that came up when one of our members reached out to us asking us to sponsor his award nomination when we had already decided to support someone else. We decided that in the future we could advertise in a blast that if anyone wants to nominate themselves or someone then there is a deadline for doing so, and the exec board or board can vote on who to support if there are multiple nominations. This deadline should be a couple months before nominations are due. **(Davenport)**
- 7) Open Discussion
- 8) Officer Reports:
- a) Vice President (Nha Truong): nothing.
 - b) Treasurer (Eammon Farley): nothing.
 - c) Secretary (Meredith Lis): nothing.
 - d) Awards Chair (Lauren Davenport): nothing.
 - e) CivE Club Chair (Kevin Walsh & Tim Abel): nothing.
 - f) College Contact Chair (Paige Glassman & Belinda Lester): nothing.
 - g) Community Service Chair (Kristin Leese & Nick Kirn): nothing.
 - h) Information Technology (IT) Chair (Jesse Gormley): Jesse wants to engage someone early for succession planning.

- i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford): Charlie was looped into email for Angelo Waters and Bob Wright about a mural in Jefferson Station. Angelo and Bob were hoping to organize the mural painting for Engineers Week. They wanted Charlie and Katrina to reach out to kids to be part of the mural painting. SEPTA is giving us space to do the mural and will take care of some things. Two people at Urban are assisting with graphics. Kevin suggested Charlie not kill himself over this.
- j) Professional Development Chair (Mike Zettlemoyer): nothing.
- k) Public Relations (PR) Chair (Niki Eno): nothing.
- l) Social Events Chair (Joe Natale & Dennis Wilson): nothing.
- m) Society Liaison Chair (Ajin Fatima): ASHE Winterfest will take place January 26th from 5:30-7:30. It will be \$50pp for meal, open bar and skating. Eammon will forward that out to the Board. Some will go ice skating on their own for those that don't want to spend \$50.
- n) Social Media Chair (Jacob Nichols): nothing.
- o) Technical Events Chair (Scott Cepietz & Jeremy Pampuch): Scott will get ball rolling on a Comcast tour for the Spring in next couple months or so. **For events, get flyers to Jesse.**
- p) Past President (Chris Renfro): nothing.
- q) Mentors (Drew Sirianni, Chris Gray, Kazi Hassan): nothing.