



American Society of Civil Engineers Philadelphia Section Younger Member Forum



2016-2017 Board – Meeting Minutes #9

Date: Tuesday, April 25, 2017
Location: *Pennoni*
1900 Market Street, Suite 300
Philadelphia, PA 19103

Attendance List: John Doyle, Eammon Farley, Dennis Wilson, Nha Truong, Tim Abel, Charlie Mumford, Katrina Lawrence, Joe Natale, Belinda Lester, Jeremy Pampuch, Ian Edison, Jesse Gormley, Jake Nichols, Kazi Hassan, Meredith Lis, Kevin Brown, Drew Sirianni, Kevin Walsh, Lauren Davenport, Ajin Fatima

Via telephone: Mike Zettlemyer

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

- 1) Approval of Minutes
 - a) Minutes from the March 28, 2017 meeting were approved.
- 2) Organization Updates:
 - a) National
 - i. eRoom/Collaborate/Google Drive
 - i. Collaborate is similar to a forum. We as a group have a community and can also join other communities within ASCE. Jesse knows that the executive director and president look at this so posting on it would be a good way to get your name out there if that is of interest to you.
 - ii. Any official documentation should get on Collaborate by the end of the year, so we can probably do a once-yearly update of those documents.
 - iii. Kevin reminded all to upload flyers, etc., to Google Drive for our own reference for future years. **(Board)**
 - ii. 2017 Younger Member Leadership Symposium – 8/4-6/17
 - i. If you are interested in signing up, please do so when this opens. **(Board)**
 - iii. ASCE 2017 Convention – 10/8-11/17
 - b) Section
 - i. Philadelphia Section Spring Social – 5/4/17
 - i. A lot of YMF board members will be recognized at the social so Kevin encouraged all to attend. **(Board)**
- 4) Past Events:
 - a) Joint ASCE/PSPE Event @ Sligo – 3/30/17
 - i) 25 or so people came out. There were presentations by Jesse Gormley, Alaina Roberts of Boeing, and a representative from Catania Engineers. PSPE runs the show on this event mostly and we give them \$100 for it. Eammon will follow up with Marc to see of this check has been sent to PSPE. **(Farley)**
 - b) CANstruction – 3/31/17
 - i) YMF did not win any awards this year, but our structure turned out well. Lauren Davenport's (Gilbane) team won an award.

- ii) This year was difficult without the Campbell's donation. We should stop relying on the Campbell's donation in future years. We could get the ball rolling earlier in future years on contacting local businesses to see if they could give us discounts.
 - iii) This year, it was difficult that a lot of the events were during work hours.
 - iv) In the future, CANstruction should be a committee.
 - v) The donor and volunteer list should be refreshed for next year.
- c) Dream Big – 4/11-12/17
- i) All 3 showings were a big success. 86 people showed up in total. The first night's show rate was 86%, the second showing was 56%, and the 3rd showing was in the 60% range. Kazi thanked Charlie and Katrina for their help promoting.
 - ii) Kazi will gather the great feedback he got from the event, such as a drawing that one of the students drew about what he saw in the film. Kazi made a contact at the Franklin Institute to try to get them to show the film.
 - iii) The event cost about \$890, but was operating under a \$1700 budget, remaining of which Kazi has \$500 to use for remaining Dream Big-related outreach. About \$2,600 is left over to be donated to a STEM program at the Franklin Institute.
 - iv) Eammon added that you could tell a lot of the children were enjoying the opportunity to even make it to the Franklin Institute. Kazi will try to make sure that in the future the pricing stays low so that inner-city kids are still able to go.
 - v) Katrina and Charlie were in charge of the 2nd showing that was free for schools to give to students and chaperones and addressed the 56% show rate. This was likely due to tickets being free. Kazi compared our event to other events with the Franklin Institute hosts and they said their show rate for free events tends to be even lower than ours was for this showing. Kazi is still working on getting together numbers and pictures. **(Hassan)**
- d) Drexel Fundraiser Event – 4/13/17 **(Glassman/Lester)**
- i) Panel event didn't pan out, so it ended up being a networking social event but went well.
- e) Villanova Visit – 4/19/17 **(Cepietz/Glassman/Lester)**
- i) This did end up being a panel event, and it was pretty successful. There were about 35 students (a lot for this event) and they had good questions. Villanova students are required to do a certain amount of professional development so this was a good opportunity for them also.
 - ii) Nha suggested that we could have a database of questions that we typically get at these events. This document could be loosely shared with both students that will attend the events and panelists to prepare for the events. Charlie will share a document that he created for this purpose. **(Mumford)**
- 5) Upcoming Events:
- a) Cira Green Tour – 5/1/17
 - i) CivE Club will four from 4:15-4:45, then the YMF will tour from 4:45-5:15, and then at 5:30 there will be a happy hour at Slainte. The registration for this can be extended to 30. **(Abel/Lis)**
 - b) Critical Issues Seminar – 5/10/17
 - i) This will be on May 10th at Ladder 15. **(Zettlemyer)**
 - c) The W Hotel Construction Site Tour – 5/15/17
 - i) This will go in tomorrow's blast and the event will get set up in EventSpot. **(Lis/Cepietz)**
 - d) Phillies Game & Tailgate – 6/2/17
 - i) Joe will send a sign-up sheet for duties and things to bring next week. Registration is at 33 now. Joe will see if we could extend the due date to pay. We will not do koozies. **(Natale)**
- 6) Potential Events:
- a) K-12 School Visits
 - i) A Friends Select school reached out to Charlie/Katrina to bring Dream Big into their schools. **(Lawrence/Mumford)**
 - b) College Visits **(Glassman/Lester)**
 - i) Swarthmore

- (1) Swarthmore hasn't gotten back to college contact chairs with what dates work for them.
- c) Civil Engineering Game Night
 - i) With all the events in May, Joe decided to push this to the end of June. He has 8 of 9 Celebrity Squares committed. Joe is searching for a 9th. This will be at a venue TBD but not Revolution House. **(Natale)**
 - d) Young Government Employee Presentation
 - i) Kevin is trying to squeeze this in at the end of May even though May is tight. Kevin will update the presentation by reaching out to government employees on the board. **(Brown)**
 - e) Election Happy Hour
 - i) This will be at Revolution House on the inside of the upstairs on Tuesday, May 16th. This event will be created in Eventspot and will be in the blast tomorrow. **(Lis/Wilson)**
- 7) Miscellaneous Business:
- a) Monthly Newsletter
 - i) There will be a summer issue and sometimes the YMF has a part of it and sometimes we don't. **(Eno)**
 - b) Winter Social Donations – Update: no update.
 - c) CivE Club **(Walsh/Abel)**
 - i) Spring Celebration, Monday, June 5th. Tim and Kevin will advertise for this within the next week.
 - ii) They may be looking for additional volunteers for an extra session that should happen on a Friday. Kevin Brown suggested that he can help with this if necessary, since he “doesn't do much on Fridays.” This elicited a group laugh.
 - iii) John was called out as an exceptional volunteer for the CivE Club. There have been a lot of volunteers this year as compared to past years where the CivE Club coordinators had issues getting volunteers.
 - d) Website Maintenance
 - i) Dennis and Jesse met and had a conversation about the website transition. Jesse will get in wrap-up mode for the things he was working on. If you have anything you are waiting on Jesse for, let him know ASAP. **(Board/Gormley)**
 - e) Jefferson Station Mural: no update.
 - f) Salary Survey Initiative
 - i) A draft has been sent for review by Bob Wright. A QuestionPro survey will go out in the end of May. We will be using an upgraded corporate version of QuestionPro for free since we will include a link to QuestionPro on our homepage. Hopefully we will have results and infographics by September. We will likely have to develop infographics ourselves for this. **(Pampuch/Renfro)**
 - ii) Pampuch will ask QuestionPro how long they expect the link to be up. **(Pampuch)**
 - iii) Nha wondered if we should think about incentivizing people to fill out the survey by giving free copies of the results like National did. Joe suggested we do a single gift card lottery, and shortly thereafter from the other end of the table, Chris also suggested we do a single gift card lottery.
 - iv) Jesse asked if this effort was coordinated at all with the National effort. Jeremy reached out to National when he saw their survey but did not hear back.
 - g) Mock Interview Program
 - i) The program got one more entry. This will be the 2nd participant this year.
 - h) New Logo
 - i) Chris made progress on this. There is some budget for the prize for this. Chris reviewed the rules that we had written last year. The logo that the Board liked best was Chris'. Chris didn't want to take this money so suggested splitting between people that submitted. Jesse brought up

- the point that he thought we were stuck between not which logo to choose, but whether or not to choose a new one or keep our old one.
- ii) Kevin will send an email to the people that submitted logos to tell them that we are finalizing a different logo. The Board will then finalize a logo.
 - iii) There was further discussion about options for logos and there was some disagreement among the board about what we should do. Kevin suggested maybe we table this for another meeting. Chris continued to describe how the contest came about.
 - iv) Motion to vote on adopting the design Chris brought to the meeting, vs. doing any other action.
 - (1) Yes: 1
 - (2) No: 14
 - (3) Abstain: 2
- i) YMF Constitution and Bylaws
 - i) YMF will have a conference call with the Section to discuss this. **(Bylaws Committee)**
 - j) FY16 Budget
 - i) Section is going through a voluntary audit for this year. There are no conclusions for this yet. **(Truong)**
 - k) FY17 Budget
 - i) Nha and Eammon will work out the Winter Social budget. They will have a conversation about how much we can donate to the Monkey and the Elephant.
 - ii) Eammon doesn't know who paid for the Adopt a Highway but they should submit for reimbursement.
 - iii) Eammon asked about remaining events such as a scavenger hunt for students since there is budget for that. Eammon suggested using the remaining funds to put down a deposit for next year's bowling event. Receipts are due at the end of September.
 - iv) Nha suggested adding more money to College Contacts since bowling event seems to go over and they have a lot of events.
 - v) There is \$200 for travel extras, \$150 for Network Solutions and \$100 for extra website stuff. Eammon asked if we will do the Philly Soup Squad event, and Kevin mentioned Kristin talked about doing Schuylkill Banks volunteering, possibly.
 - l) Awards
 - i) Alfred Noble award has so far received no nominations (due May 1).
 - ii) Tim received a letter of commendation for the ASCE CYM for his Ethics paper.
- 8) Open Discussion
- a) Charlie Mumford: Delaware YMF is doing an event May 23rd.
 - b) Nha Truong: Question about clearance for school volunteers. Kevin Walsh mentioned that ASCE would support clearances for volunteers if we submit to them.
 - c) Kevin Brown: Meredith will be biking across the country and leaving. Kevin made a very nice speech and gave a pretty award to Meredith.
- 9) Officer Reports:
- a) Vice President (Nha Truong): Nha is working with Lil' Chris (Chris Brandimarte of Drexel) to start a mentorship program for college students. Hopefully this will work in conjunction with our Mock Interview program and other outreach we do. They are in the early stages of planning this.
 - b) Treasurer (Eammon Farley): nothing further.
 - c) Secretary (Meredith Lis): nothing further.
 - d) Awards Chair (Lauren Davenport): nothing further.
 - e) CivE Club Chair (Kevin Walsh & Tim Abel): nothing further.
 - f) College Contact Chair (Paige Glassman & Belinda Lester): nothing further.
 - g) Community Service Chair (Kristin Leese & Nick Kirn): nothing further.

- h) Information Technology (IT) Chair (Jesse Gormley): abstains.
- i) K-12 Contact Chair (Katrina Lawrence & Charles Mumford): nothing further.
- j) Professional Development Chair (Mike Zettlemyer): nothing further.
- k) Public Relations (PR) Chair (Niki Eno): nothing further.
- l) Social Events Chair (Joe Natale & Dennis Wilson): nothing further.
- m) Society Liaison Chair (Ajin Fatima): nothing further.
- n) Social Media Chair (Jacob Nichols): nothing further.
- o) Technical Events Chair (Scott Cepietz & Jeremy Pampuch): nothing further.
- p) Past President (Chris Renfro): made a koozie joke.
- q) Mentors (Drew Sirianni, Chris Gray, Kazi Hassan)
 - i) Drew wanted to recognize John for volunteering at CivE Club basically weekly.
 - ii) Kazi said the Section is constantly recognizing the good work we do to make them look good. Somebody famous will be at a SWE event on May 20th. Nobody on the Board seems to be any good at all with pop culture and the name of this person could not be determined.