



AMERICAN SOCIETY OF CIVIL ENGINEERS
PHILADELPHIA SECTION
YOUNGER MEMBER FORUM



ASCE YMF BOARD MEETING #3

Monday, September 25, 2017

5:30 PM – 7:30 PM

Gilbane | 100 E Penn Square | Suite 1040

Attendees: Joe Natale, Jacob Nichols, Kevin Brown, Paige Glassman, Nick Kirn, Caroline Voigtsberger, Assunta Daprano, Katrina Lawrence, Scott Cepietz, Eammon Farley, Dennis Wilson, Lauren Davenport, Ajin Fatima, Belinda Lester, Nha Truong, Jesse Gormley, Dan Matour (Guest), Cricket Slattery (Guest)

Telephone: Charlie Mumford, John Doyle, Kristin Leese

MINUTES

1) Administration

- a) Approval of meeting minutes #2 dated August 28, 2017
 - i) Motion to approve minutes from the Board meeting on August 28, 2017.
 - (1) MOTION: Natale
 - (2) SECOND: Brown
 - (3) DISCUSSION: None
 - (4) RESULTS: Passed unanimously
 - ii) Minutes from the Board meeting on August 28, 2017, are approved.
- b) FY2016-17 budget update
 - i) Farley reports that there may be some excess funds, which will likely be returned to the Section. There are still some discrepancies between what we and the Section have tracked, between \$300-600, that we are mitigating.
- c) Update on year planning overview
 - i) Truong hands out an updated version of the planning calendar. He reminds the group to fill it out throughout the year.
 - ii) Cepietz mentions that he added something that isn't on Truong's handout. Group agrees there may be an issue with multiple versions on the Google Drive. Farley recommends including the full link text as a line item on the agendas for a common access point.

2) ASCE National Updates

- a) STAY Grant
 - i) Truong reports that this was submitted. We should be hearing back by the end of the month.
- b) ASCE Region 2 Assembly
 - i) Truong reports that this is taking place November 4-5 at the University of Pittsburgh and encourages people to attend. Brown says it's great opportunity to meet leaders and other folks

within the Region. Nichols adds that there are some great presentations and other information, and echos Brown that it's a great opportunity to especially meet students.

- ii) Truong adds that Kazi Hassan will be attending. Hassan sent a cost breakdown, which people can review if they're considering attending. Anyone interested in attending should let Truong ASAP so he can update the Section.

3) Section

- a) Lehigh Chapter
 - i) Truong recaps recent events with the Lehigh Valley Section expressing unhappiness with Lehigh University attending our events. Group agrees that it's the students' call if they want to be on mailing list and attend events, and that we will encourage them to do so, but that the students are ineligible for scholarships. Moving forward, we will also keep in touch with Lehigh Valley Section to be sure there is no confusion.
- b) New Check In Procedure
 - i) Truong reports that, for Section Dinner Meetings, people who sign-up and have tickets can go right through, while others will have to go to another line. Gormley is confused why this is on our agenda.
- c) ASCE November Speaker
 - i) Natale reports that the Committee has contacted Jeff Knuepel's office (SEPTA) to speak. He adds that the exact topic is not finalized, but the Committee suggested how the new funding plans from Harrisburg will be handled. Truong thanks Natale, Cepietz, and Daprano for their effort with this.
- d) PA Report Card
 - i) Cricket Slattery is attending as a guest. She reports that there is some new budget available for the report card effort, so she is looking for assistance to advertise and other tasks. She adds that most of the work will follow in May-June. Volunteers should reach out to her.

4) Affiliate Groups

- a) Delaware Section
 - i) Glassman says nothing to report on this.
- b) Delaware Valley Young Engineer of the Year Award Nominations
 - i) Lawrence reminds everyone that she needs the names of all nominees so we can finalize and vote on who we will suggest to the Section.
- c) Engineers' Club of Philadelphia
 - i) Glassman reports that ECP will be hosting two upcoming events: a Flyers game event for \$45, which includes a PDH-eligible session and a ticket to the game, and their annual Mulford Classic golf outing.
- d) South Jersey Section
 - i) Glassman reports that the South Jersey Section will be hosting a Phillies tailgate and game tomorrow (9/26).
- e) WTS Events
 - i) Glassman mentions the upcoming Changing Lanes all-day seminar event that WTS is running on 10/18 at Union League of Philadelphia. She also mentions that they will be recognizing the Montgomery County Woman of the Year.

- ii) Daprano reports that Transportation YOU, a STEM mentor program for young women aged 13-18 years, is still seeking a few mentees. She adds that the program will soon be kicking off at University of Pennsylvania, and it will take place on Saturdays.
- f) Younger Member Council Updates
 - i) Gormley reports that ERYMC will be held in Buffalo, NY, on February 9-10, 2018, with registration opening on October 19, 2017. He adds that the cost will be \$220 until mid-December, with some extra costs for additional activities. He also notes that Buffalo has lots of events planned, including social activities on Thursday afternoon and Friday evening, in addition to the ERYMC banquet Saturday evening. Gormley encourages those who have not attended previously to consider it this year.
 - ii) Gormley adds that the ERYMC award applications can be downloaded from the ASCE website and nominations are due by December 5, 2017. He will make sure Lawrence has this information.
 - iii) Truong says that he will send more information as it becomes available so we can sort out attendance and costs, based on available budget. Natale reminds the group that this year's travel budget is smaller than years past.
 - iv) Presenters for ERYMC 2020 will be finalized by next board meeting.

5) Past Events:

- a) Summer Happy Hour - 9/14
 - i) Fatima provides a recap of the event. She says that we spent \$390 of the \$400 budget, and that there were 50+ attendees. She recommends having a way to track random attendees and/or allow people to sign up for mailing list on-site for future events.
- b) Devil's Pool Clean Up - 9/16
 - i) Voigtsberger was present with four Widener students. She said it was a short event, with more time dedicated to hearing about United By Blue's efforts than the actual cleanup, but that there was a lot of free stuff and food. She says she would attend again.

6) Upcoming Events:

- a) College Contacts
 - i) Welcome Back Bowling - 10/24
 - (1) Nichols reports that advertisement is set to go out this week, with the cost set at \$10 for professionals. He recommends everyone sign up. He inquires about the YMF's cooler and banner. Natale says he has both and will either bring them or make arrangements for them to be brought.
 - (2) Nichols says we still need to get a trophy. Farley recommends doing this very soon and using SPIKES. Nichols says thinks Lester still looking into the ASCE Pizza Party option.
- b) Community Service
 - i) YMF Board Volunteer Event - 10/21
 - (1) Kirn reports that the event will be with Schuylkill Banks and will take place from 10am-1pm, with everyone meeting at the trailer under the Walnut Street Bridge. He recommends wearing clothes in which people are willing to get dirty.
 - ii) Adopt-A-Highway - 10/29
 - (1) Kirn reports that the YMF will be responsible for covering the food tab for after the event. He also recommends people bring their own vest.

iii) Philabundance YMF - 11/21

(1) Davenport reports that the event will be from 6-8pm at the Hunger Relief Station. She adds that the event is capped at 15 people and hopes we can fill it out. Truong recommends wearing some warm clothes. Davenport reminds the Executive Board that registration still needs to be worked out.

c) CivE Club

i) Doyle reports that club will begin 10/2 and run on Mondays moving forward. He and Abel are taking volunteers now. He recaps the schedule and volunteer needs, and reports that all volunteers who go to more than one meeting will need to fill out a packet of clearances. He will forward more information to the Board, but adds that the whole process doesn't take too long besides a 45-minute video.

ii) Gormley recommends having a group event to get people signed up for clearances en masse.

iii) Doyle clarifies that the ceremony events will likely NOT count as a volunteer event, and that non-PA residents (over past 10 years) may need to pay \$25 fee. He will include on this info with his other updates.

iv) Farley asks about the CivE Club parking lot design contest, recommending they touch base on this aside. Truong confirms that the Club application went back to ASCE.

7) Potential Events:

a) Technical Events

i) Fall event

(1) Cepietz says event will take place on 10/25 at 4pm(ish) and be a Viaduct tour. He is working with Angelo Waters on this. He adds that the tour will probably capped at 25 people. Truong asks if it's possible to have this be a PDH eligible event. Cepietz says it's unlikely given the timing, but looking at a PDH-eligible seminar event in winter (possibly a lunch seminar) and then another tour event in the spring (maybe the Navy Yard). Group discusses budget for this. Cepietz says the intent is to save budget for lunch seminar with after-tour happy hours potentially being pay-your-own-way. Truong inquires about how PDH's can be handled, and discusses having a form on hand.

b) Professional Development

i) Fall speaker

(1) Zettlemyer not present, no update.

c) Community Service

i) Habitat for Humanity

(1) Kirn reports that he and Davenport have been reaching out and should be receiving more information soon, but reminds the group that there would be a \$1000 commitment. Truong recommends holding this for a year with lots of advance planning. Natale recommends that we could use Winter Social raffle funds for this and target a spring event. Group seems to agree with this idea.

d) Fall K-12 Schools

i) Voigtsberger looking for 3-5 volunteers to go to Germantown Academy on either 11/6 or 11/7 for an 1.5 hour block. Group agrees 11/6 better with 11/7 be Voting Day. Voigtsberger says people should reach out to her if interested and able.

ii) Daprano reports that she's reaching out to Nikunj Karumsi about Fox Chase and also reaching out about an event with Masterman. She is also working with Angelo Waters for an event

related to mural in Jefferson station. Truong will reach out to the Section for some more information on this.

- e) College Contacts
 - i) Nichols reports that there are panels arranged with schools in the near future, including Temple on 10/16 @ 6pm, Drexel on 11/8 @ 6pm, and Widener in late-November. He says that the topics vary by school and people interested in being panelists should reach out to him and Lester. Farley requests that we aim for after-work panels/events.
 - ii) Cepietz adds that Villanova is looking for a similar panel event on a Thursday in mid- to late-October.

8) Miscellaneous Business:

- a) ERYMC feasibility
 - i) Brown reports that the Section will be voting on seed money on 10/5. He adds that the Committee is looking into possible hotel options just to have an overview of what's available, and will begin working on a draft resolution soon.
- b) Salary survey
 - i) Cepietz reports that no major progress and that this might be on hold since National survey just released. He says the survey draft still needs to go to the Section for review, only Bob Wright has seen it. Truong says he will remove this item from future agendas.
- c) YMF Polo Shirts
 - i) Natale reports that the shirt order is going in on Friday (9/29). He says that only 15 people have ordered shirts, so others should get orders in soon. He is stubbornly unwilling to take personal checks and Venmo, but says that a women's cut is available.

9) Open Discussion

- a) Farley asks Truong when the initial deposit should be put down for McGillin's. Truong recommends that this be done as early as possible, by November. He suggests that Farley should begin initiating the process now. Farley to provide update at next board meeting regarding McGillin's deposit and solicitation of donations.
- b) Daprano reports that she bought an apartment, so she might have to miss a few meetings.
- c) Gormley reports that his wife is having their baby at the end of October and might need minutes coverage for a meeting. He will follow-up about this.

10) Officer Reports:

- a) Vice President (E. Farley)
 - i) None
- b) Treasurer (J. Natale)
 - i) None
- c) Secretary (J. Gormley)
 - i) Gormley reports that the email blast will be going out on Wednesday (9/27). He also requests that all Board members take some time to review the agenda in advance of the meeting to make sure all of their items are there to help maintain the flow of the meeting.
- d) Awards Chair (K. Lawrence)
 - i) None
- e) Information Technology (IT) Chair (D. Wilson)

- i) Wilson reports that the website in good standing, but that we are still having some strange issues with Google Drive sign-in. He will continue to work through it.
- f) Public Relations (PR) Chair (L. Chateauvert)
 - i) Truong reports that Chateauvert out for a month and that the group should sends best wishes her way.
- g) Social Media Chair (C. Mumford)
 - i) Mumford reports that we had our highest number of Snapchat story followers after the happy hour. He requests people send him content for sharing on the Facebook page and other medias.
- h) Professional Development Chair (Zettlemyer)
 - i) Not present.
- i) Social Events Chair (Leese/Fatima)
 - i) None
- j) Technical Events Chair (S. Cepietz/K. Walsh)
 - i) None
- k) Society Liaison Chair (P. Glassman)
 - i) None
- l) CivE Club Chair (T. Abel/J. Doyle)
 - i) No longer on call
- m) College Contact Chair (B. Lester/J. Nichols)
 - i) Nichols reports that they are taking statements of interest for the College Competition, but only one school has responded thus far. He is expecting to hear back from three more schools; responses are due Friday (9/29).
- n) Community Service Chair (N. Kirn/L. Davenport)
 - i) None
- o) K-12 Contact Chair (C. Voigtsberger/A. Daprano)
 - i) None
- p) Student Members Transition Chair (H. Kim)
 - i) Truong reports that 20 mentors have signed up for the program so far. He adds that he was expecting more, but that this is a solid response for any program, let alone a first-year program. He and Kim will be reaching out to students for their interest as mentees in the next month.
- q) Past President (K. Brown)
 - i) Brown reports that he handed over Mock Interview tasks to Kim. He also reports that he will be leading a presentation at Widener on 10/2 to stir up additional student interest in ASCE.
 - ii) Truong asks about the status of the video project, including budget. Brown says it is ongoing and reminds the group that he is paying for it as a gift to the YMF.
- r) Mentors (C. Renfro/D. Sirianni/C. Gray/K. Hassan)
 - i) Not present

11) Scheduling of next meeting

- a) Truong to follow-up, targeting the week of 10/23. Group requests that the meeting date options not include Friday. Truong says the meeting will be at AECOM, and may be moved to early November based on Kirn's availability.

12) Post board meeting meet up location – Bru