



AMERICAN SOCIETY OF CIVIL ENGINEERS PHILADELPHIA SECTION YOUNGER MEMBER FORUM



ASCE YMF BOARD MEETING #6

Monday, January 8, 2018

5:30 PM – 7:30 PM

McCormick Taylor | 2001 Market St. | 10th Floor

Attendees: Joe Natale, Eammon Farley, Nha Truong, Kevin Walsh, Jacob Nichols, Belinda Lester, Scott Cepietz, Mike Zettlemyer, Dennis Wilson, Assunta Daprano, Nick Kirn, John Doyle, Jesse Gormley

Telephone: HuYoung Kim, Kristin Leese, Lauren Davenport, Charlie Mumford, Katrina Lawrence, Kevin Brown, Tim Abel

MINUTES

1) Administrative

- a) Approval of meeting minutes #5 dated December 14, 2017.
 - i) Motion to approve minutes from the Board meeting on December 14, 2017.
 - (1) MOTION: Natale
 - (2) SECOND: Farley
 - (3) DISCUSSION: None
 - (4) RESULTS: Passed unopposed.
 - ii) Minutes from the Board meeting on December 14, 2017, are approved.
- b) Planning Overview
 - i) Truong reminds people to continue to use planning sheet to aid next year's planning. **(All)**
- c) Budget FY2017-18
 - i) Natale reports that the YMF is on budget based on all reported expenses. He reminds Board members to submit receipts promptly to keep things up to date. **(All)**
- d) Communications Updates
 - i) Gormley announces that the Communications Committee agreed to switch the YMF's Instagram profile picture to a text-based logo designed by Mumford and Dani Schroeder, similar to that on our polo shirts, to be better aligned with what other younger member groups are doing.

2) ASCE National/Regional Updates

- a) ASCE Membership Dues
 - i) Truong reminds all Board members to renew their memberships, especially because they are required to be on the Board. **(All)**
 - ii) Truong says he will verify memberships shortly and follow up with anyone who has lapsed. **(Truong)**
- b) ERYMC 12/8
 - i) Natale provides a travel budget update for attendees and says that the attendees will be coordinating travel arrangements after this meeting.
- c) CYM Updates
 - i) Gormley announces that the Eastern Regional Younger Member Council (ERYMC) is the next big Committee on Younger Members (CYM) event for this region. The Western Regional Younger Member Council is occurring this weekend in Las Vegas, NV, and Gormley will be attending.
- d) Legislative Fly-In
 - i) Natale announces that he will be attending and that a few others are still waitlisted.

3) Section

- a) ASCE/ASHE Meeting 1/17
 - i) Truong reports that Cathy Farrell asked the YMF to briefly present on its activities at this meeting.

- b) ASCE PA report card
 - i) Truong announced that the PA Report Card effort has officially kicked off, but that there are still volunteer slots available if anyone is interested.
- c) Section awards
 - i) Lawrence says she hasn't received the details on the Section awards. Truong says they have not been posted to the website; however, Mumford says that some info was shared in *The News*. Natale says he will investigate and be in touch with Lawrence. **(Natale/Lawrence)**

4) Past Events:

- a) CivE Club
 - i) Abel is finalizing the schedule and, once it's complete, Doyle will distribute the info and give a two-week response timeframe. After that, Doyle will send calendar invites to all volunteers for their time slots, to serve as as reminders. **(Doyle/Abel)**
 - ii) Doyle says two students will be attending the Section Dinner meeting on 3/8/2018, as well as Mr. Franklin.
 - iii) Doyle describes an idea he and Abel had for an increase social media presence by the Club, including a "photo reminder" sent each Monday before the session with the date and time and either a short recap of the week before or a description of the planned activities for that week. They will coordinate with Mumford on this. **(Mumford/Doyle/Abel)**
 - iv) Doyle says that the Club is looking at going on two tours in the spring, including a bridge tour of either Ben Franklin or South Street and one other tour (TBD). Doyle requests any ideas or leads be sent to him. Daprano will follow up with a contact she has for a Ben Franklin Bridge tour. **(Daprano)**

5) Upcoming Events:

- a) Winter Social 1/22
 - i) Farley reports that registration will be closing tonight, and that it is nearly full. He thanks people for checking in with donating companies, and says there has been a good return so far on donations. He says he will be sending out a sign up sheet in the next few days for Board members to help with day-of activities, such as registration and raffle ticket sales. **(Farley)**
 - ii) Farley informs Natale that Bentley wanted to wire the YMF their donation, but will instead be submitting it via PayPal. Natale says he will monitor for it, but that if it hasn't been transferred yet their may be an easier way for them to submit payment. Natale and Farley will coordinate.
 - iii) Truong asks how a waitlist is going to be handled. Farley said no waitlist will be set-up since it may not be beneficial (i.e., it's not likely that many people will cancel their registrations to free up space).
- b) K-12 Outreach
 - i) Charles Henry 1/24
 - (1) Daprano say two volunteers still needed from 8:30-10:30am to meet with 3rd and 4th graders.
 - ii) BVM School 1/30
 - (1) Daprano says volunteers needed form 9-11am to meet with Kindergarten, 1st, 7th, and 8th graders. She adds that we're working with Dani Schroeder's mom for this event.
- c) Future City 1/20
 - i) Truong reports that volunteers are still needed, and encourages the Board to sign up since we sponsor the program and will be giving out an award that we're calling the "Dream Big Award."

6) Potential Events:

- a) Professional Development
 - i) Spring event
 - (1) Zettlemoyer requests topic ideas for Critical Issues Seminar (CIS). He says that he doesn't have any strong leads to a topic at this point, although he reminds the Board that there's a possible event

with Society of Marketing Professionals that might be useful in the future. He will get in contact with local ASHE and MASITE Chapters to inquire about CIS sponsorship. **(Zettlemoyer)**

- b) Technical Events
 - i) Cepietz says he and Walsh are still in the planning phase for spring events.
- c) K-12 Outreach
 - i) Lego league
 - (1) Daprano reminds people that the two events are happening, at Central High on 1/13 and PennFLL on 2/10, and that volunteers are still being sought. She says that if people are registering to be judges, they will need to take a training course online that lasts about three hours.
 - ii) Daprano reports that two school visits are planned during Engineers Week, one each at North Penn and Springford. She and Voigtsberger will follow up with details.
 - iii) Truong asks what came of clearances. Daprano says that she and Voigtsberger are the only two recurring outreach volunteers and that they both have their clearances, so there is no issue currently.
- d) Community Outreach
 - i) Davenport reports that she and Kirn are looking into an activity with Urban Roots in the spring, dealing with community gardens maintenance and other similar projects.
 - ii) Davenport says she is looking into another Philabundance event, possibly in February or March. Farley recommends avoiding Engineers Week.
 - iii) Kirn reports that he is looking into a Rebuilding Philadelphia event in lieu of a Habitat for Humanity project, to try to reduce the entry cost.
 - iv) Kirn reminds the group that there will be an Adopt-A-Highway event planned for April.
 - v) Kirn says he is looking into another Schuylkill Banks event for the spring.
 - vi) Davenport and Kirn report that Voigtsberger provided them a lead for working with Gift of Life. Lawrence says she volunteers with Gift of Life and can help coordinate an event.
 - vii) Natale reminds Krin and Davenport that we should be contacting Delaware River City Corp to plan an event following the UBB Frankford Boat Launch cleanup. **(Kirn/Davenport)**

7) **Miscellaneous Business:**

- a) ERYMC feasibility
 - i) Natale reports that the ERYMC Hosting Feasibility Committee's presentation is complete for ERYMC and that they will be sharing it with the Board for comment soon. He reports that Philadelphia is likely the only location bidding to host for 2020, but that it's still a very exciting opportunity.
- b) Website/Drive Updates
 - i) Wilson reports that he's working on a Winter Social landing page to provide additional value and benefit to donating companies. He may incorporate some info on CANstruction, since some companies give combined donations. He also indicates that we are waiting on the spring term CivE Club schedule from Abel and Doyle so he can update that page. Wilson offers to make any other updates they would like, as well, including adding more recent recaps and/or photos.
 - ii) Wilson clarifies that all event photos should be posted to the Google Photos account, not the Google Drive, so the website can function optimally. **(All)**
- c) Social Media Updates
 - i) Mumford announces that Instagram profile picture will be switched shortly and that it was decided that a geofilter will NOT be used for the Winter Social.
- d) College Competition
 - i) Nichols reports that there is no major update since the students are on winter break. Farley says that he and/or Nichols and Lester will plan to meet with the schools' leaders to re-engage them after winter break. **(Farley/Nichols/Lester)**
- e) Mentor Program/Mock Interview
 - i) Kim says the mentor program is mostly going well. Truong asks for ideas on how to use the \$800 STAY grant money. Natale has an idea and will follow-up with details. **(Natale)**

8) Affiliate Groups

- a) Delaware/ECP/WTS updates
 - i) Truong shares Glassman's updates for local affiliate groups:
 - (1) Engineers Without Borders - Beers with Engineers Happy Hour (1/10) at 2nd Story Brewing
 - (2) ASCE SJ - January Dinner Meeting & Tour of Rowan College Engineering Hall (1/25 from 5:30-8:00PM)
 - (3) ASCE Lehigh Valley - Ski Trip (1/27 from 9AM-5PM) at Camelback Ski Resort
- b) GETT Expo
 - i) Truong reminds the Board that this event schedule for Saturday, March 17, 2018, and encourages female Board members to volunteer.
- c) Awards
 - i) Lawrence reminds the Board that the Society and CYM awards are open, with applications due February 1, 2018. Truong offers Letters of Recommendations on behalf of YMF to worthy candidates who are interested in applying; people should contact him if interested. Lawrence clarifies that the YMF will be submitting for the Younger Member Group Award and the Website Award, as these are not individual awards.

9) Open Discussion

- a) CANstruction (**Jacobs/Farley**)
 - i) Jacobs reports that committees are being organized, including constructability, sponsorship, can lead, and CADD, with people stepping up to help lead them. He will share a sign-up sheet with the Board, the universities, as well as general membership in the upcoming email blast. He says we are waiting to here what theme is before we can fully initiate planning.
 - ii) Truong inquires on the status of the Campbell's donation. Nichols says the intent is to NOT seek Campbell's donation, strictly to get a better variety of can options (e.g., sizes and colors).
 - iii) Truong requests that Nichols make a form for individuals to sign-up, rather than just the spreadsheet. He clarifies that the info can later be added to the spreadsheet. Nichols does not seem receptive to the idea, but agrees to do it at the Board's urging. (**Nichols**)

10) Officer Reports:

- a) Vice President (E. Farley)
 - i) None.
- b) Treasurer (J. Natale)
 - i) None
- c) Secretary (J. Gormley)
 - i) Gormley describes a meeting he is having with ASCE's Board of Direction at the upcoming Western Regional Younger Member Council related to ASCE's Strategic Plan. He requests that, if anyone is interested in providing input on the strategies, particularly to Goal 5 as it relates to younger members and students, they reach out to him this week for more info and/or with thoughts and feedback.
- d) Awards Chair (K. Lawrence)
 - i) None
- e) Information Technology (IT) Chair (D. Wilson)
 - i) None
- f) Public Relations (PR) Chair (L. Chateauvert)
 - i) Gormley reports that Chateauvert intends to interview CivE Club graduate and current Pitt student, Terrell Greenagh, about his experiences and will seek external PR opportunities for the article, possibly including Philly.com or other local publications.
- g) Social Media Chair (C. Mumford)
 - i) Mumford reports that the Instagram profile picture has been updated.

- h) Professional Development Chair (M. Zettlemoyer)
 - i) Zettlemoyer asks if he should bring koozies to Winter Social. Farley will discuss possibilities for use with the WS Committee.
- i) Social Events Chair (K. Leese/A. Fatima)
 - i) Leese reports no update. Truong reminds her that there is budget for two events remaining.
- j) Technical Events Chair (S. Cepietz/K. Walsh)
 - i) None
- k) Society Liaison Chair (P. Glassman)
 - i) Not present.
- l) CivE Club Chair (T. Abel/J. Doyle)
 - i) Doyle says that a week of geotech will be dropped from the past club schedule to expand sustainability sessions. He requests that people with knowledge of sustainability forward any content ideas to he and Abel.
- m) College Contact Chair (B. Lester/J. Nichols)
 - i) Lester reports that she is moving to NYC in the next few months for work, but will be maintaining YMF responsibilities part-time through the end of the term.
- n) Community Service Chair (N. Kirn/L. Davenport)
 - i) None
- o) K-12 Contact Chair (C. Voigtsberger/A. Daprano)
 - i) Daprano says she has five ASCE graduation stoles that she's willing to sell. She asks Nichols and Lester if they can notify school leaders.
 - ii) Farley asks if we could contact ASCE and make stoles available to all students. This would have to be investigated.
- p) Student Members Transition Chair (H. Kim)
 - i) None
- q) Past President (K. Brown)
 - i) No longer on call.
- r) Mentors (C. Renfro/D. Sirianni/C. Gray/K. Hassan)
 - i) Not present.

11) Group Photo!

- a) The present Board members took several photos after the meeting adjourned. It would have been done in a single attempt, had Farley not stood in a spot that didn't have a large enough "window" thereby having half his face blocked by someone in the short row.

12) Scheduling of Next Meeting - (2/12-2/16)

- a) Truong will send a Doodle to schedule the next Board meeting. He is targeting the second full week in February.

13) Post Board Meeting Social Location – Misconduct (18th/JFK)

FOR EXECUTIVE BOARD REVIEW

In the table below, please place an X in the cell next to your name once you've reviewed:

<i>Nha Truong</i>	<i>X</i>
<i>Eammon Farley</i>	<i>X</i>

<i>Joe Natale</i>	
<i>Kevin Brown</i>	