



American Society of Civil Engineers
Philadelphia Section
Younger Member Forum



2024-2025 Board Meeting No. 2

DATE: Tuesday, August 20, 2024
TIME: 5:30 – 7:00 PM
LOCATION: HNTB, 1650 Arch St, Suite #1700, Philadelphia, PA 19103
CALL INFO: [Teams Link](#)

ATTENDANCE: Virtual attendees in italics

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Assunta Daprano (AD) | <input checked="" type="checkbox"/> <i>Alyssa Pizzi (AP)</i> | <input checked="" type="checkbox"/> Noor Dabdoub (ND) |
| <input checked="" type="checkbox"/> Kevin Walsh (KW) | <input checked="" type="checkbox"/> Tony Ableman (TA) | <input checked="" type="checkbox"/> Emma Youngs (EY) |
| <input checked="" type="checkbox"/> CJ Medora (CM) | <input checked="" type="checkbox"/> Cory Bogas (CB) | <input type="checkbox"/> Lexi Gawelko (AG) |
| <input checked="" type="checkbox"/> Kayla Nelson (KN) | <input type="checkbox"/> Zach Abbas (ZB) | <input checked="" type="checkbox"/> <i>Kris Melag (KMe)</i> |
| <input checked="" type="checkbox"/> Kirsten Kennedy (KK) | <input checked="" type="checkbox"/> Gina Venuto (GV) | <input type="checkbox"/> Kerianne Chen (KC) |
| <input checked="" type="checkbox"/> James Stanton (JS) | <input type="checkbox"/> Anthony Rizzo (AR) | <input checked="" type="checkbox"/> Elvira-Marie Mikhael (EM) |
| <input type="checkbox"/> Katie Wade (KaW) | <input checked="" type="checkbox"/> <i>Marty Williams (MW)</i> | <input checked="" type="checkbox"/> Hannah Booz (HB) |
| <input checked="" type="checkbox"/> Tyler Farley (TF) | <input checked="" type="checkbox"/> Christian Antisell (CA) | |
| <input checked="" type="checkbox"/> <i>Laurel Welch (LW)</i> | <input checked="" type="checkbox"/> Kevin Malley (KM) | |

GUESTS:

AGENDA

- I. Call to Order and Roll Call **(AD)** *Attendance reflected above*
- II. Consent Agenda **(AD)**
 - A. INCLUSIONS:
 1. 2024-2025 Board Meeting #2 Agenda
 2. July 2024 [Board Meeting No. 1 Minutes](#)
 - B. Motion to approve consent agenda items.
 1. MOTION: *Emma*
 2. SECOND: *Kirsten*
 3. DISCUSSION: *none*
 4. RESULT: *passes unanimously*
- III. Executive Committee **(AD)**
 - A. [YMF Board Contact Information](#) AD discussed the information that is in this spreadsheet, including email addresses, cell phone numbers, and the board history tab.
 - B. Event Planning AD discussed our documents to be mindful and use during the event planning process, such as getting executive board approval, created flyer, etc.
 1. [Event Tracking Spreadsheet](#) Use until Sept. 30th, then use new spreadsheet for new FY (to align with new budget).

2. [Event Approval Form](#) new form for 2024-25 based on what the Section uses for their event approval process
 3. [Google Calendar](#)
 4. [Joint Event Guidelines](#)
- C. ASCE Updates
1. Section **(AD)**
 - a) Past Events
 - (1) Summer Board Planning Meeting - ND said that Section wants to create a Google Forum for volunteers/committees, Kevin Brown wants us to be more involved with the community, and changing Google Sheet for event approval form from spreadsheet to Google Forum. AD to schedule debrief with KB
 - b) Upcoming Events - AD wants to add Section dinners to our Google Calendar
 - (1) ASCE Philadelphia Section Career Fair - October 25 - Section/YMF talked after last year to do Career Fair in the Fall to attract more students since most have jobs by spring
 2. [Region 2](#)
 - a) Awards - EY to talk to Dani about awards status
 3. Society
 - a) Past Events
 - (1) YMLS - No board members attended. Discussion of YLMS Alumni Summit dates given poor planning and not enough notice.
 - b) Upcoming Events
 - c) ASCE Convention in Tampa, FL (10/6-10/9) No board members planning to attend.
- D. Budget
1. [FY24 BUDGET \(CM\)](#) Discussion about how slow Section has been with reimbursement. KK said that assistant Treasurer dropped in December 2023, no help. Tim Abel new Assist. Treasurer, getting onboarded now. Tom K. wants to do reimbursements every two weeks, plan with YMF (KN).
 2. FY25 BUDGET **(KN)** Awaiting College Contacts. Exec board budget discussion net week (8/26).
 3. [Reimbursement Request Cover Letter Template](#) and receipts **(KN)**
- E. Justice, Diversity, Equity, and Inclusion (JEDI) **(JS)** First meeting on Thursday (8/22). YMF-only event in fall, small event in spring. Want to do more e-blast and social media stuff throughout the year. More to report next month.

IV. Communications Committee **(CM)**

- A. Website Updates **(TF)**
 1. [Bios and Headshots](#) All bios/hs are up to date.
 2. Page update request for Awards, Outreach, etc. TF asked for co-chairs to send anything to add to their pages.
- B. Section Newsletter **(LW)** LW asked for summer event recaps to be sent, including next week's HH.
- C. Social Media Updates **(AP)** No outstanding recaps to post. Has been promoting events on IG, LinkedIn, X, and FB (as of last month). Now that board member bios are up on the website, AP wants to do highlights on social that include a quote on why we went into the profession, etc. If company, university, etc. has anything worth sharing, AP wants to share as stories.
- D. [Awards \(KaW\)](#) Vote for WTS Awards (Assunta, Philly YMF) - WTS members only
 1. Employer of the Year - AECOM AD and CM to reach out to AECOM HR to get specific award information on ASCE membership, etc.

V. Outreach Committee (**KW**)

- A. General (**KW**)
- B. Mentor Program Update (**HB**) *HB to adjust timeline of mentor program to better align with school yr. Start applications in September. To use (all) of remaining budget from FY23-24, HB created a "Power of Mentorship" presentation to give to schools, offer them \$100-worth of food to host her during month of September. AD suggested putting each event on the Event Tracking Spreadsheet to get board members to attend and help out. HB started creating social media posts for AP to post. HB to send application links to TF to post on website. CM to include in e-blast. AD to put on flyer for next week's HH flyer. EM suggested keep application open till 2nd week of October bc Drexel does not start until September 23rd. Multiple deadlines?*
- C. CivE Club Program Update (**ND/EY**) - *Start first week of October. School starts Sept. 6th.*
- D. K-12 Outreach Program Update (**KC/EM**) - *Waiting for school year to start. Will give few weeks before reaching out. Need to go through inventory to update list. Budget is ok.*
- E. College Contact Updates (**AG/KMe**) - *Drexel present at Section dinner October 10th, Widener to present March 13th*
 - 1. *-Welcome Back Student Event - Lucky Strike on September 18th from 6-8 pm, still need to get more accurate price. Expect to spend about \$700. We'll sit down and discuss later more details for professionals to go and cost. Cost only accounts for estimated 13 students, no professionals, some dietary restrictions.*

VI. Events Committee (**KN**)

- A. Past Events
- B. Upcoming Events
 - 1. End of Summer Happy Hour (8/27) (**ZA/GV**) - *Reached capacity at 40, opening to 50 people. Food will pizza and apps.*
 - a) Name Tags
 - 2. Annual Phillies Game & Tailgate (9/13) (**ZA/GV**) - *Figure out if tickets can be will-call and picked up day-of by Gina or Zach. Will meet to plan food, try keep costs down.*
- C. Events to Track
 - 1. Flat Rock Dam Betterment Project (09/2024) *Tour on 9/11, flyer ready to send out to CommComm. Waiting on final word on boots (Steel toe?). Updated event description available for constant contact.*
 - 2. *Professional Development: TA said they are looking ahead to Critical Issues per advice from past chairs. Planning an event for the fall and spring. Fall event about resumes (difference between student resume and professional resume, applying for jobs vs. proposals). November is a potential time for this event. Discussion about when to host the CIS, reach out to speakers, etc.*
 - 3. Friends of Wissahickon Clean-Up (09/2024) - *AD said \$500 Winter Social donation to be made tonight. KM reached out for September event, but no response. Time to move on from trying to host event in September.*
 - 4. TTF Watershed Tree Planting (10/19) (**CA/KM**)
 - 5. Adopt-a-Highway Clean-Up (11/2024) - *Making sure the events are split 50/50 from here on out.*
 - 6. I-95 CAP Project Panel (Spring) - *not discussed*

VII. Look Ahead / Other Business (**AD**)

- A. YMLS Alumni Summit - Houston 9/13-9/14
- B. ERYMC - Memphis 1/30-2/1 - *AD to discuss with Section the travel budget (\$1500 for EYRMC (on Section budget only), \$300 for other travel like YMLS (on YMF budget). CM and AD did not know*

about the \$1500 ERYMC, so hopefully we can use it this year. Talk about WSCL and funding for that, etc.

VIII. Open Discussion

- A. Board Bonding Bar Crawl (8/23) - *Starting with CAP tour, then starting bar crawl. Discord to post where people are at.*
- B. *November dinner meeting is YMF-proposed topic. Last year got moved to March because of our topic. Need topic by end of September. AD would like to have it to Jesse earlier if possible. CM brought up the topic of Vision Zero in Philly with the new administration. Possibly getting Bicycle Coalition of Philadelphia, Will Cowan (Mayor's Transportation Subcommittee), etc.). Talking about other cities approaches to bike safety, protected bike lanes.*

IX. Officer Reports

- A. Vice President **(KW)** *nothing*
- B. Secretary **(CM)** *nothing*
- C. Treasurer **(KN)** *nothing*
- D. Past President **(KK)** *nothing*
- E. JEDI **(JS)** *nothing*
- F. Awards **(KaW)** *absent*
- G. Information Technology **(TF)** *nothing*
- H. Public Relations **(LW)** *absent*
- I. Social Media **(AP)** *absent*
- J. Professional Development **(TA/CB)** *nothing to report, but asked about a member survey. AD talked about working on one with TF.*
- K. Social Events **(ZA/GV)** *nothing*
- L. Technical Events **(AR/MW)** *nothing*
- M. Community Service **(CA/KM)** *KM doing environmental bike ride (Trenton - Easton - Doylestown) (RR home). Needs to set up fundraising page, wants to raise \$3,000. Tax donation write up.*
- N. Civil Engineering Club **(ND/EY)** *nothing*
- O. College Contact **(AG/KMe)** *absent*
- P. K-12 Outreach **(KC/EM)** *nothing*
- Q. Student Member Transition **(HB)** *nothing*
- R. Mentors - *none in attendance*

X. Other American Society of Civil Engineers Updates

- A. Committee on Student Members **(A Daprano)**
- B. Committee on Student Conferences and Competitions **(C Medora)**
- C. Committee on Developing Leaders **(C Medora)**
- D. Members of Society Advancing An Inclusive Culture **(N Dabdoub)** - *ND no longer on MOSAIC. Matt Reese on it, will update JS for JEDI updates in future.*

XI. Board Meeting Schedule

- A. Next Meeting Date, Time, Location:
Tuesday, September 10, 2024 at 5:30 pm
Michael Baker
1818 Market Street
Suite 3100
Philadelphia, PA 19103

XII. Adjourn at 7:17 pm