



American Society of Civil Engineers
Philadelphia Section
Younger Member Forum



2024-2025 Board Meeting No. 6

DATE: Tuesday, December 10, 2024
TIME: 5:30 PM – 7:00 PM
LOCATION: McCormick Taylor, 1818 Market Street, 16th floor, Philadelphia, PA 19103
CALL INFO: [Teams Link](#)

ATTENDANCE: *Virtual attendees in italics.*

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

GUESTS:

AGENDA

- I. Call to Order and Roll Call **(AD)** *Meeting started at 5:45 pm.*
- II. Consent Agenda **(AD)**
 - A. INCLUSIONS:
 1. 2024-2025 Board Meeting No. 6 Agenda
 2. November [MINUTES_111224_Board_Meeting_5_Agenda](#)
 - B. Motion to approve consent agenda items.
 1. MOTION: *Kayla*
 2. SECOND: *Emma*
 3. DISCUSSION: *None*
 4. RESULT: *Passes*
- III. Executive Committee **(AD)**
 - A. ASCE Updates
 1. Section **(AD)**
 - a) Past Events
 - (1) November Dinner Meeting (11/14) *AD gave special thank you to KM and EM for preparing questions and moderating.*
 - (2) ECP Joint Event (12/10) *KK said it was awesome with a good panel and there were over 100 people in attendance.*
 - b) Upcoming Events
 - (1) January Dinner Meeting - Joint w/ASHE in KOP (1/15) *AD will be there and is encouraging our members to go. Topic will be the Ridge Pike Reconstruction project in Montgomery County (PA).*
 2. [Region 2](#)

a) Upcoming Events

- (1) Mid-Atlantic Student Symposium (3/28 & 29) **(CM)** KN and AD will be in attendance. CM encouraged members to volunteer as judges and said to reach out to him if interested. AD discussed carpooling and potential travel reimbursement.

3. Society

a) Upcoming Events

- (1) ERYMC in Memphis, TN (1/30-2/1) AD said herself, KN, AR, ND, KC, EM, and two YM section board members will attend. AD mentioned today's pre-conference meeting regarding what to expect for this year's Business Meeting. AD mentioned the flight tab in the ERYMC spreadsheet for flight information and no airport transfers to and from hotel, so potential to Uber together.

(a) Cost Breakdown Sheet **(KN)**

B. Budget

1. FY25 BUDGET **(KN)** KN only has 1 outstanding reimbursement request. KN requested everyone to reach back out after they received their reimbursement so she can close the loop on her end. The Section also has access to our budget spreadsheet. KN mentioned we've used very little of our budget and encouraged the board to try and plan events throughout the year to not cause a scramble to use the budget at the end of the FY when new chairs are transitioning to the position.
 2. [Reimbursement Request Cover Letter Template](#) and receipts **(KN)**
- C. Justice, Diversity, Equity, and Inclusion (JEDI) **(JS)** Next committee meeting in January. Even now, still getting positive feedback regarding the DBE event in October. JS said that he is looking to expand on the event in the spring.
- D. Winter Social **(KW)** AD said that if you're interested in helping KW on the Winter Social Committee to reach out to him ASAP. Take a look at the list of companies KW sent over and solicit donations.

IV. Communications Committee **(CM)**

A. Website Updates **(TF)**

1. CivE Club & K-12 Outreach signup sheet on website?

B. Section Newsletter/Annual Report **(LW)**

1. Annual Report submitted
2. Keep sending event highlights and pictures for the Section Newsletter!

C. Social Media Updates **(AP)**

1. Need more board member responses for Highlights! AP encouraged more board members to send stuff over to highlight.
2. Advertising RTMC Tour AP to advertise and post event recaps as well.
3. Would like to start advertising Winter Social & run social media campaign. AP will reach out to KW for details. AD asked AP to post details that we have until KW can send more details.

D. Awards **(KaW)**

1. ERYMC Awards & DVEW Young Engineer of the Year Award Submitted
2. CYM Awards in February Call for nominations to be sent out by KaW soon, so keep an eye out for her email!
3. Philadelphia Section Awards

V. Outreach Committee **(KW)**

A. Mentor Program Update **(HB)**

1. 14 Mentor Pairs
2. Welcome Event?
3. December Newsletter Sent Out HB is creating a program feedback form to send out.
4. Planning Spring Events and Program Graduation HB is going to host the event at MT due to budget.

B. CivE Club Program Update **(ND/EY)**

1. Schedule - Tuesdays 3:30-4:30
 - a) Calling for Volunteers! EY stressed the need for volunteers. Please volunteer. AD asked about a spreadsheet, but its not applicable to them since they're focusing on Future

Cities until about March. If someone wants to present on specific discipline, still reach out. EY will send quick write up to CM tonight for tomorrow's e-blast with language looking for events.

2. Looking for company swag items (pens, stickers, etc...) to pass out at CivE Club *EY requested swag and EM mentioned ASCE swag. AD mentioned using President's budget for purchasing ASCE swag as well. EY said like 10 of each products. The students really like free stuff.*
- C. K-12 Outreach Program Update **(KC/EM)**
1. Mon, Nov 18 - Ad Prima Charter (Overbrook Campus) - RECAP
 2. Look Ahead
 - a) January 9th - Perkiomen Women in STEM club - virtual presentation *EM said we might also have an event in February. She will provide info for next e-blast for all upcoming events, in particular for the virtual event on 1/9. For the STEAM Expo at Neshaminy HS (Thurs. April 10th), they need 4-5 volunteers to help with these K-6 students. Event will allow students to come and go as they please, either test a pre-made bridge, make their own, etc. AD suggested a rolling presentation that we normally give to our students. These are all the events other than Girls Inc events planned for the academic year. Ad Prima Overbrook event had over 40 students. Planning one at the other Ad Prima campus in February.*
 - b) March 20th- Perkiomen Career Panel with Engr classes
 - c) Norristown HS - March 6
 - (1) Poll for any potential conflicts/availability
- D. College Contact Updates **(AG/KMe)**
1. Chapters scheduled for ASCE dinner meetings
 - a) Mar 13 - Widener and Temple
 - b) Apr 10 - Swarthmore and Villanova
 2. Student Chapter GBM'sKMe reached out about their fall semesters. *Drexel has 6 winter-term events planned including one next week and an ice skating social on 1/9 and said if anyone from YMF wants to join in, he'll send out information. Widener is having an event upcoming and so is Temple in January. Swarthmore is having an event with AECOM in February. Villanova did not respond to Kris' latest email.*
 3. ASHE / ASCE YMF Joint Resume Workshop and Resume Book *TA talked to Sean Pence (ASHE) today to schedule a meeting (on Thurs. 12/12) to work out logistics and will work to follow our internal joint event procedures. AD said to invite her because we can't have planning meetings with other organizations without the President there. KMe asked EY if he could send info for CivE Club to student chapters to get more volunteers. The answer is yes, but EY mentioned background checks. Discussion occurred that resulted in the solution of only frequent volunteers are required to have a background check and all other volunteers are considered visitors and do not need to go through one. Students are invited to volunteer.*

VI. Events Committee **(KN)**

A. Past Events

1. Christian to Crescent Tour (11/25) **(AR/MW)** *MW said the tour went really well and was very interesting to learn about the structure and different issues that came up during design and construction. Twenty-three people attended and MW brought up the YMF bringing up a policy for no-shows for events with a cap like this where waitlist people could attend. Discussion resulted in possibly sending Constant Contact reminder emails the day before to get people to drop off or not. CM will look into it for future events. Social worked out well too but a lot of people did not go to social afterwards.*
2. ASCE/ASHE Winter Mixer (12/03) **(ZA/GV)** *AD said we had smaller turnout than expected but hopefully we can start coordination earlier. AD mentioned possibly doing an additional event with ASHE next year due to the member overlap and how much fun members have together. Raffle tickets for next year would be helpful but name wheel generator was fun. AD mentioned ASHE was jealous of the banner. AD asked ZA to send reimbursement request before holidays.*

B. Upcoming Events

1. PennDOT District 6 Tour (12/19) **(AR/MW)** AD mentioned only 3 people currently signed up so she encouraged people to sign up ASAP due to 15-person capacity. No social afterwards due to close proximity to holidays.
- C. Events to Track
1. ASCE SJ Social Event (02/12) **(ZA/GV)** No longer a joint event because ASCE SJ wanted us to plan and fund everything. Due to smaller group size, they typically just show up to a bar for their events and have little to no budget. Another org wants to do joint event but wants to do it in March. GV to offer 2/12 since date and location is already booked.
 - a) Ladder 15 No venue fee and cash bar. Only expected maybe \$100 for help covering appetizers. AD to write an email tomorrow to send email to ASCE SJ tomorrow.
 2. Technical Events update from TA is that CB is drafting email to send out end of year or in the new year. Resume event joint with ASHE, talk on Thursday with Sean Pence about location (office, suburbs or downtown, timing, etc.). KK reminded everyone about the joint event guidelines saved on the drive.
 3. Community Service - KM mentioned Manna Kitchen Prep on Thursday. AD asked about a volunteer event with pets. AD mentioned we don't have to do all cleanup events just because we're an engineering event. AD mentioned donations are also good at our other events, such as the Election HH. KB from the Section will be organizing a larger clothing drive for the March Section Dinner meeting. KK mentioned "Women in Transition" as a potential place to donate to. KC mentioned she volunteers with Philly PAWS and ACCT Philly if KM wants to reach out to her. They do group activities.

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

- A. Future Cities **(AD)** KN said if you're interested in volunteering as a judge, please volunteer ASAP.
- B. Future Event Outlook **(AD)** Due to our volume of events, AD wants to start a way to organize all of our events so we don't overload weeks/months in events and recommendations of when events should be held. We had a calendar we used to use to help chairs plan events and when our events usually take place. She will send that email later this week.

VIII. Open Discussion

- A. KN asked about Drexel's open PA position, but AD is actually stepping down as the other PA so there's going to be two open positions. Andy Howe and EM is interested (she asked about time commitment). KWA is interested, so AD will send her and EM information.
- B. KN added a birthday tab to the contact spreadsheet bc Laurel and KK had birthday at a board meeting but no one knew.

IX. Officer Reports

- A. Vice President **(KW)** Not here.
- B. Secretary **(CM)** None.
- C. Treasurer **(KN)** None.
- D. Past President **(KK)** None.
- E. JEDI **(JS)** None.
- F. Awards **(KaW)** None.
- G. Information Technology **(TF)** Not here.
- H. Public Relations **(LW)** Not here.
- I. Social Media **(AP)** None.
- J. Professional Development **(TA/CB)** None.
- K. Social Events **(ZA/GV)** None.
- L. Technical Events **(AR/MW)** None.
- M. Community Service **(CA/KM)** None.
- N. Civil Engineering Club **(ND/EY)** None.
- O. College Contact **(AG/KMe)** Not here.
- P. K-12 Outreach **(KC/EM)** None.
- Q. Student Member Transition **(HB)** Had to leave early due to emergency.
- R. Mentors None in attendance.

- X. Other American Society of Civil Engineers Updates
 - A. Committee on Student Members (**A Daprano**) *Committee applications due March 15th (every year). If anyone is interested, look on ASCE's website and apply. AD mentioned you can serve on a committee in two capacities; corresponding member or full member.*
 - B. Committee on Developing Leaders (**C Medora**)

- XI. Board Meeting Schedule
 - A. Next Meeting Date, Time, Location:
 - Tuesday, January 14, 2025 at 5:30 pm *Might be at AECOM. AD will coordinate with KWa.*
 - JMT*
 - 1600 Market Street*
 - Suite 520*
 - Philadelphia, PA 19103*

- XII. Adjourn Meeting *adjourned at 7:20 pm.*