



American Society of Civil Engineers  
Philadelphia Section  
Younger Member Forum



2025-2026 Board Meeting No. 1

**DATE:** Wednesday, July 23, 2025  
**TIME:** 5:30 PM – 7:00 PM  
**LOCATION:** HNTB, 1600 Market Street, Suite 3600, Philadelphia, PA 19103  
**CALL INFO:** [Teams Link](#)

**ATTENDANCE:** *Virtual attendees in italics.*

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Kevin Walsh (KeW)       | <input checked="" type="checkbox"/> Noor Dabboub (ND) | <input checked="" type="checkbox"/> Anthony Rizzo (AR)  |
| <input checked="" type="checkbox"/> CJ Medora (CM)          | <input checked="" type="checkbox"/> Laurel Welch (LW) | <input checked="" type="checkbox"/> Kerianne Chen (KC)  |
| <input checked="" type="checkbox"/> Kayla Nelson (KN)       | <input checked="" type="checkbox"/> Zach Abbas (ZA)   | <input type="checkbox"/> Katie Wade (KaW)               |
| <input checked="" type="checkbox"/> Christian Antisell (CA) | <input type="checkbox"/> Andrew Edwins (AE)           | <input checked="" type="checkbox"/> Emma Youngs (EY)    |
| <input type="checkbox"/> Assunta Daprano (AD)               | <input checked="" type="checkbox"/> Alyssa Pizzi (AP) | <input checked="" type="checkbox"/> Cory Bogas (CB)     |
| <input checked="" type="checkbox"/> Elvira Mikhael (EM)     | <input checked="" type="checkbox"/> Kevin Malley (KM) | <input checked="" type="checkbox"/> Tony Ableman (TA)   |
| <input checked="" type="checkbox"/> Tyler Farley (TF)       | <input type="checkbox"/> Gina Venuto (GV)             | <input checked="" type="checkbox"/> Shane Leiphart (SL) |
|   | <input checked="" type="checkbox"/> Lexi Gawelko (AG) | <input checked="" type="checkbox"/> Hannah Booz (HB)    |

**GUESTS:**

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**MINUTES**

- I. Call to Order and Roll Call **(KeW)** 5:40 PM
- II. Consent Agenda **(KeW)**
  - A. INCLUSIONS:
    - i. 2025-2026 Board Meeting No. 1 Agenda
    - ii. May [MINUTES\\_051325\\_Board\\_Meeting\\_11\\_Agenda](#)
  - B. Motion to approve consent agenda items.
    - i. MOTION: Tyler Farley
    - ii. SECOND: CJ Medora
    - iii. DISCUSSION: None
    - iv. RESULT: Pass
- III. Executive Committee **(KeW)**
  - A. President
    - i. [2025-2026 ASCE YMF Org Chart.pdf](#)
    - ii. 6/30 Board Meetup @ Tir Na Nog
    - iii. [2025-2026 YMF Look Ahead](#)
    - iv. FY 25 [Event Tracking Spreadsheet](#)
      - a) For events held before October 1, 2025.
    - v. [FY26 Event Tracking Spreadsheet](#)
      - a) For events held on or after October 1, 2025.
    - vi. [Constitution & Bylaws YMF 2017.05.16.pdf](#)
  - B. ASCE Updates **(KeW)**
    - i. Section
      - a) Past Events
        - (1) Spring Social @ The Lucy (5/15)

- (a) *Elvira and Christian won Section Awards. Elvira was in attendance and said the venue was really nice. Kevin won a raffle prize and forgot it, but Noor kindly returned it to him. (EM)*
      - b) Upcoming Events
        - (1) 8/14 Section Board Planning Meeting @Pennoni
          - (a) *Kevin will pass on any information relevant to the YMF.*
        - (2) 11/13 November Section Dinner Meeting - YMF Topic
          - (a) *Kevin will share a document for board members to add topic ideas. The event would need to be a speaker with a presentation for the meeting.*
      - c) PA Report Card
        - (1) Sign Up Now Open!
          - (a) *Interested volunteers should complete the [2026 PA Infrastructure Report Card Interest Form](#) from chairs Justin Komp and Paul Ackerman.*
    - ii. [Region 2](#)
      - a) Upcoming Events
        - (1) Region 2 Assembly - University of Delaware (Saturday, November 8)
          - (a) Carpooling and student chapter outreach (August)
    - iii. Society
      - a) Upcoming Events
        - (1) YMLS in Reston, VA @ ASCE HQ (8/15-8/17) - Registration by 7/31 is \$250, \$400 after
          - (a) *\$500 travel budget remaining in our FY24-25 budget for folks who are interested in attending. (KN)*
        - (2) YMLS Alumni Summit (9/19-9/21) - Portland, OR - \$175 for EB reg by 7/31, reg registration \$250 by 8/31, \$400 after
        - (3) Annual Convention in Seattle, WA (10/8-10/11)
        - (4) 2026 MRLC in Jacksonville, FL (1/9-1/10)
  - C. Budget
    - i. FY25 Budget **(KN)**
    - ii. [Reimbursement Request Cover Letter Template](#) and receipts **(KN/CA)**
    - iii. FY26 Budget **(CA)**
      - a) [Section Funding Request](#) due to Christian on 8/8
        - *Keep in mind your position descriptions*
        - *If you are adding any new events that will have a budget of over \$300, please be sure to provide a breakdown of where those numbers are coming from.*
  - D. Justice, Diversity, Equity, and Inclusion (JEDI) **(EM)**
    - i. *No updates. Needs to connect with James Stanton for turnover.*
- IV. Communications Committee **(KN)**
  - A. Website Updates **(ND)**
    - i. Continuing to organize the archived photos.
    - ii. Removed the election page and past events.
    - iii. Update Board Members page.
  - B. Section Newsletter **(LW)**
    - i. *Sent the Port-of-Philadelphia tour and recent K-12 Outreach event for the summer update Section Newsletter.*
    - ii. Keep sending event highlights and pictures for the Section Newsletter!
  - C. Social Media Updates **(ZA)**
    - i. Need more board member responses for Highlights for summer content!
    - ii. *Mentor Program and End-of-Summer HH posts.*
    - iii. *Transitioning our LinkedIn to a Business Page.*
      - a) *Will send a link to the board and make an intro post on socials.*
  - D. Awards **(TF)**
    - i. [YM Employer Recognition Award](#) - Due August 30
      - a) *Working with Assunta to prepare submission for AECOM.*

V. Outreach Committee **(CM)**

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

- i. Mentor/Mentee Applications sent to this year's pairs to rejoin
  - a) *Mentee application will open for students sometime in August*
- ii. Mentor recruitment program
- iii. Working with the College Contact Chair to visit schools and discuss mentorship, YMF, etc.
  - a) *Planning to reach out to alumni on our board to visit the schools to discuss the mentor program.*
- iv. *Planning to have a Mock Interview event in-person in the Fall (likely in November).*

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

- i. Looking to confirm if teacher wants to do Future Cities Competition - answer affects schedule
  - a) *Will need at least 3 more volunteers per session to complete the project with the students, if it continues.*

C. K-12 Outreach Program Update **(TA/SL)**

- i. Volunteers Needed!
  - a) PA Migrant Education Program - Thurs, July 17, 12:30-2:30 pm **(SL/KC)**
    - *The majority of students spoke Spanish; An older student translated our presentation for the students. Overall the event went very well.*
  - b) Girls Inc. Eureka Camp - Mon, July 21, 12-2 pm (@ Girard College) **(TA/EM)**
    - *Middle to High School age. Created structures with marshmallows and toothpicks. Success! Elvira will be submitting a reimbursement for this event.*
- ii. Will begin looking at list of teachers provided by KC & EM after July events

D. College Contact Updates **(CB)**

- i. Giving thought to what role of position will be and how to reach more students
- ii. Working with Student Member Transition Chair
- iii. Welcome Back Student Event
  - a) Raffle out Phillies Tickets with remaining budget

VI. Events Committee **(CA)**

A. Past Events

- i. Multi-Society Kickball Tournament (6/17) **(KM/GV)**
  - a) ASCE, ASHE, YPT, MASITE
    - *Issue with the field - kicked off of the first field. Played the kickball game on a grass field instead of a baseball field. The teams were not divided by society, so there wasn't really a winner. (KM)*
    - *There was discussion about whether mixed or separate society teams were better. Separate society teams does not allow for networking opportunities as much as the mixed teams.*
- ii. PhilaPort Tour (6/26) **(AR/LG)**
  - a) *Interesting to see the parts of the Port you don't normally see. It was a really good event.*

B. Upcoming Events

- i. End of Summer HH (8/18) **(KM/GV/AP)**
  - a) *Initially requested \$1000 minimum for food. Gina requested them to remove it, which they did. They still added a \$200 food deposit, which is OK. Flyer is updated. Need to locate the YMF Banner.*
  - b) *Headshots will take place at the event using a photographer Christian knows. He will also take the Group Photo and this will allow for an announcement to get your headshot one hour remaining. No sign-ups necessary, just get in line. (AE/AP)*
- ii. Phillies Game & Tailgate (9/26) **(KM/GV)**
  - a) *Volunteer Form*
  - b) *Revised flyer sent to the executive board for final approval.*
  - c) *Gina will not be at the Phillies Game & Tailgate.*

C. Look Ahead Events

- i. N/A

- VII. Look Ahead / Other Business **(KeW)**
- A. Winter Social Donations **(KeW)** *Winter Social donations to go out ASAP.*
  - B. YMF T-Shirts **(KC)** *EM to ask James Stanton to bring shirts from MBI to their JEDI transition meeting, and EM will provide to other board members after taking an inventory for easier distribution.*
  - C. Board Member apparel order **(KeW)** *KC to reach out to KN about an order for this year. Poll will be sent to board on which merchandise to order.*
  - D. Board Meeting Locations **(KeW)** *If your office is willing and able to host a board meeting this year, please let KeW know ASAP. AECOM is already locked in for August.*
- VIII. Open Discussion
- KeW asked if members would be interested in the board bonding events like before. CA and EY volunteered to lead a task committee to plan the board bonding events.*
- IX. Officer Reports
- A. Vice President **(CM)** *None.*
  - B. Secretary **(KN)** *None.*
  - C. Treasurer **(CA)** *Please send your budget requests ASAP.*
  - D. Past President **(AD)** *None.*
  - E. JEDI **(EM)** *None.*
  - F. Awards **(TF)** *None.*
  - G. Information Technology **(ND)** *None.*
  - H. Public Relations **(LW)** *None.*
  - I. Social Media **(ZA)** *None.*
  - J. Professional Development **(AE/AP)** *None.*
  - K. Social Events **(KM/GV)** *None.*
  - L. Technical Events **(LG/AR)** *None.*
  - M. Community Service **(KC)** *If anyone has any event ideas, please reach out to Kerianne.*
  - N. Civil Engineering Club **(KaW/EY)** *None.*
  - O. College Contact **(CB)** *None.*
  - P. K-12 Outreach **(TA/SL)** *None.*
  - Q. Student Member Transition **(HB)** *None.*
  - R. Mentors *None in attendance.*
- X. Other American Society of Civil Engineers Updates
- A. Committee on Student Members **(A Daprano/K Nelson)** *None.*
  - B. Committee on Developing Leaders **(C Medora)** *None.*
- XI. Board Meeting Schedule
- A. Next Meeting:  
*Wednesday, August 27, 2025 at AECOM (1635 Market Street, Suite 1000, Philadelphia, PA 19103)*
- XII. Adjourn 7:10 PM
- XIII. Tour of HNTB new office then Uptown Beer Garden