

**ASCE SEATTLE SECTION - BOARD MEETING AGENDA**  
**June 13th, 2018 4:15PM - 5:30PM PST**  
**LOCATION: Mirabella and conference call (details below)**

<b>Item</b>	<b>Topic</b>	<b>Presenter</b>	<b>Time</b>
-			
<b>1.</b>	<b>Call to Order</b>	<b>Diana</b>	<b>4:15 PM</b>
<b>2.</b>	<b>Housekeeping</b>	<b>Diana</b>	<b>4:16 PM</b>
	Additions to and approval of agenda		
	Approval of May meeting minutes		
<b>3.</b>	<b>Old Business</b>		<b>4:17 PM</b>
	Review Action Items and Follow-ups	Paul	4:17 PM
	WASafe MOU	Diana	5:05 PM
	Leadership Retreat Recap	Diana	4:21 PM
	Board Elections	Diana	4:23 PM
<b>4.</b>	<b>Board Reports</b>		
	Treasurer's May Report	Shailee	<b>4:25 PM</b>
	Membership Update	Eset	4:35 PM
	Standing Committees	A. Schweickert	4:40 PM
	Branch Report	Tony	4:45 PM
	Technical Committee Report	Homero	4:50 PM
	YMF Report	Jared	4:55 PM
<b>5.</b>	<b>New Business</b>		
	Fall Region 8 Assembly (Spokane)	Diana/Eset	5:03 PM
	PGF (September, Reston VA)	Henry	
	Open Topics	all	5:10 PM
<b>6.</b>	<b>Review Action Items</b>	<b>Paul</b>	<b>5:15 PM</b>
<b>7.</b>	<b>Next Board Meeting</b>	<b>Diana</b>	<b>5:18 PM</b>
<b>7.</b>	<b>Adjourn</b>	<b>Diana</b>	<b>5:20 PM</b>

## **Announcements**

### **Details for joining the meeting via conference call:**

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/634047509>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 634-047-509

First GoToMeeting? Let's do a quick system check: <https://link.gotomeeting.com/system-check>

# ASCE SEATTLE SECTION - BOARD MEETING MINUTES

June 13, 2018

ASCE Seattle Section May Board Meeting

Meeting held via conference call

## Attendees:

Diana Hasegan (Board President)

Paul Fikse (Board Officer)

Eset Alemu (Board Officer)

Homero (Board Officer)

Amanda (Board Officer, called in)

Tony Nguyen (Board Officer)

Mike Harney

Katie Sultani Wright

Henry Haselton

Meeting minutes taken by Paul Fikse.

Meeting called to order at 4:37pm by Diana. MOTION to approve agenda by Eset. Paul seconds. Passed unanimously.

MOTION to approve May meeting minutes by Eset. Homero seconds. Passed unanimously.

## Old Business

- Review Action Items and Follow-Ups Paul
  - Eset worked with Diana, Shailee to allocate \$1000 to dream big DVDs from YMF student activities fund
  
- WAsafe Memo Of Understanding (MOU) Diana
  - SEAW and AIA trying to put together a program to respond to emergencies
  - Board voted on whether or not to put ASCE Seattle Section in the MOU. MOTION by Tony, seconded by Homero. Passed unanimously.
  - Bianca Casem is interested in being the rep from ASCE Seattle Section
  
- Leadership Retreat Recap Diana
  - Successful way to meet the incoming electees
  - The board suggested we do it potentially later in the year
  
- Board Elections Kelli
  - Elections open

# ASCE SEATTLE SECTION - BOARD MEETING MINUTES

## Board Reports

- Treasurer's May Report Shailee
  - MOTION to approve, Tony seconds. Approved unanimously
- Membership Update Eset
  - See attached
  - Member totals holding steady
  
- Standing Committees Amanda
  - See attached
  - Mari has a few people in mind to replace Katie if and once Katie is elected Treasurer of Seattle Section
  - **ACTION ITEM:** Paul Fikse needs to print and archive board minutes with Cindy Hirsch
  - Spencer Ambauen and Brandon Werner will be the 2018-2019 program co-chairs
  - The board briefed the newcomers on how we share documents (google drive). Diana suggested the program co-chairs create an email "[program@seattleasce.org](mailto:program@seattleasce.org)" and their own drive folder to store templates access/store documents into perpetuity
  
- Branch Report Tony
  - See attached
  
- Technical Committee Report Homero
  - See attached
  
- YMF Report Jared
  - See attached
  - EWB Kickball Fundraiser in September

## New Business

- Fall Region 8 Assembly Eset/Diana
    - 7-8 September, Spokane
    - Technical tour of Grand Coulee Dam
    - We have money to send 2 people
    - Typically we send President and President-Elect, but both are not available
-

## ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- Presidents and Governors Forum (PGF)
  - 21-24 September, Reston VA (ASCE HQ)
  - National ASCE meeting
- Open Topics

Eset/Diana

Meeting called to a close on 5:39pm (Motioned by Eset, seconded by Tony). Passed unanimously.

**ASCE - Seattle Section**  
**Report for May 2018 Board Meeting**  
**Reporting Period: May 1-31, 2018**

Category Description	Budget Report				Budget Analysis		
	May Actuals	10/01/2017 to Present Actuals to Date	Entire Year Approved Budget	Entire Year Remaining Budget	May 67% Target	Month 8 of 12 Actual/ Budget % of Target	Last Month's Actuals to Date
<b>INCOME</b>							
1 Dues	\$ 1,200.00	\$ 41,580.00	\$ 45,000.00	\$ 3,420.00	\$ 30,000.00	139%	\$ 40,380.00
2 Voluntary Contributions	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
3 Society Allotment	\$ -	\$ 11,893.44	\$ 12,000.00	\$ 106.56	\$ 8,000.00	149%	\$ 11,893.44
4 Dinner Income	\$ 3,732.74	\$ 9,314.43	\$ 14,000.00	\$ 4,685.57	\$ 9,333.33	100%	\$ 5,581.69
5 Newsletter Ad Income	\$ -	\$ 675.07	\$ 2,000.00	\$ 1,324.93	\$ 1,333.33	51%	\$ 675.07
6 Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
7 Other Income	\$ -	\$ 102.35	\$ -	\$ (102.35)	\$ -		\$ 102.35
<b>TOTAL INCOME</b>	<b>\$ 4,932.74</b>	<b>\$ 63,565.29</b>	<b>\$ 73,000.00</b>	<b>\$ (9,434.71)</b>	<b>\$ 48,666.67</b>	<b>131%</b>	<b>\$ 58,632.55</b>
<b>EXPENSES</b>							
10 Region 8 Dues	\$ -	\$ 2,078.75	\$ 2,100.00	\$ 21.25	\$ 1,400.00	148%	\$ 2,078.75
11 Dinners & Programs	\$ 1,222.99	\$ 13,341.49	\$ 18,000.00	\$ 4,658.51	\$ 12,000.00	111%	\$ 12,118.50
12 Contributions, Gifts	\$ -	\$ 190.04	\$ 250.00	\$ 59.96	\$ 166.67	114%	\$ 190.04
13 Office Supplies	\$ -	\$ -	\$ 20.00	\$ 20.00	\$ 13.33	0%	\$ -
14 Archiving	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 66.67	0%	\$ -
15 Banking Fees	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
16 Website and Newsletter	\$ 350.00	\$ 2,625.00	\$ 4,400.00	\$ 1,775.00	\$ 2,933.33	89%	\$ 2,275.00
17 Budget Review Meeting and Section Leadership Session	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ 166.67	0%	\$ -
<b>18 Branches</b>							
18A. Kitsap Branch	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 333.33	0%	\$ -
18B. North Branch	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -	\$ 1,200.00	150%	\$ 1,800.00
19 Younger Member Forum (YMF)	\$ -	\$ 11,535.00	\$ 11,535.00	\$ -	\$ 7,690.00	150%	\$ 11,535.00
20 Student Chapters	\$ -	\$ 1,885.00	\$ 2,000.00	\$ 115.00	\$ 1,333.33	141%	\$ 1,885.00
<b>21 Technical Committees</b>							
21A. Lifeline & EE Technical Comm	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
21B. Sustainability	\$ -	\$ 250.00	\$ 250.00	\$ -	\$ 166.67	150%	\$ 250.00
21C. Water Resources Comm.	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 333.33	0%	\$ -
21D. COPRI Seattle	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
21E. SEAW	\$ -	\$ (18.98)	\$ 250.00	\$ 268.98	\$ 166.67	-11%	\$ (18.98)
21F. Geotechnical Committee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
21G. Urban Development and Transp	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 333.33	0%	\$ -
<b>22 Standing Committees</b>							
22A. Engineers Without Borders	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 1,333.33	150%	\$ 2,000.00
22B. University Advisory Committee	\$ 154.46	\$ 154.46	\$ 500.00	\$ 345.54	\$ 333.33	46%	\$ -
22C. History & Heritage Comm.	\$ -	\$ -	\$ 1,050.00	\$ 1,050.00	\$ 700.00	0%	\$ -
22D. Puget Sound Engr. Council	\$ -	\$ 1,134.25	\$ 1,250.00	\$ 115.75	\$ 833.33	136%	\$ 1,134.25
22E. Public Relations Comm.	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
22F. Professional Practice Comm.	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ 166.67	0%	\$ -
22G. R. H. Thomson Comm.	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 133.33	0%	\$ -
22H. Diversity	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
22I. Membership Committee	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ 166.67	0%	\$ -
22J. K-12 Outreach	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 266.67	0%	\$ -
22K. Community Service	\$ -	\$ 3,000.00	\$ 3,300.00	\$ 300.00	\$ 2,200.00	136%	\$ 3,000.00
22L. Legislative Committee	\$ 4,000.00	\$ 8,848.77	\$ 10,050.00	\$ 1,201.23	\$ 6,700.00	132%	\$ 4,848.77
22M. Order of the Engineer	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 133.33	0%	\$ -
22N. House and Hospitality	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ 133.33	150%	\$ 200.00
23 Awards	\$ 1,000.00	\$ 1,000.00	\$ 2,140.00	\$ 1,140.00	\$ 1,426.67	70%	\$ -
<b>24 Conferences &amp; Meetings</b>							
24A. Region 8 Fall Assembly Meeting	\$ -	\$ -	\$ 1,275.00	\$ 1,275.00	\$ 850.00	0%	\$ -
24B. National Conference	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
24C. Western Multi-regional/Region 8 Winter	\$ -	\$ 2,005.52	\$ 2,250.00	\$ 244.48	\$ 1,500.00	134%	\$ 2,005.52
24D. ASCE Headquarters Orientation	\$ -	\$ -	\$ 975.00	\$ 975.00	\$ 650.00	0%	\$ -
25 Past Presidents Comm.	\$ -	\$ -	\$ 90.00	\$ 90.00	\$ 60.00	0%	\$ -
26 Nominating Committee	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
27 Educational Courses	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
28 Transfer to Student Activities Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
29 Reserve	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
30 Board Authorized	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 6,727.45</b>	<b>\$ 52,029.30</b>	<b>\$ 68,835.00</b>	<b>\$ 16,805.70</b>	<b>\$ 45,890.00</b>	<b>113%</b>	<b>\$ 45,301.85</b>
<b>Income-Expense</b>	<b>\$ (1,794.71)</b>	<b>\$ 11,535.99</b>	<b>\$ 4,165.00</b>				

Pass Through Report on Following Tab



## Membership Report

ESET ALEMU – June 2018

### New Members

Based on the new information from the ASCE national database, downloaded on May 31, 2018: 14 members have enrolled with the Seattle Section. The enrolled members are: 4 new students, 2 members, and 6 associate members and 2 affiliate members. New members are shown in **Table 1**.

**Table 1 - New Members:**

First Name	Last Name
Timothy	Stettler
Michaela	Burr
David	Sommer
Emily	Jones
Keva	Rollins
Fan	Qi
Ken	Lauzen
Hafizullah	Wardak

First Name	Last Name
Layni	Wachter
Aleya	Abeshima
Rohit	Shetty
Yu-Lung	Hsu
Elena	Atwood
Tommy	Casias

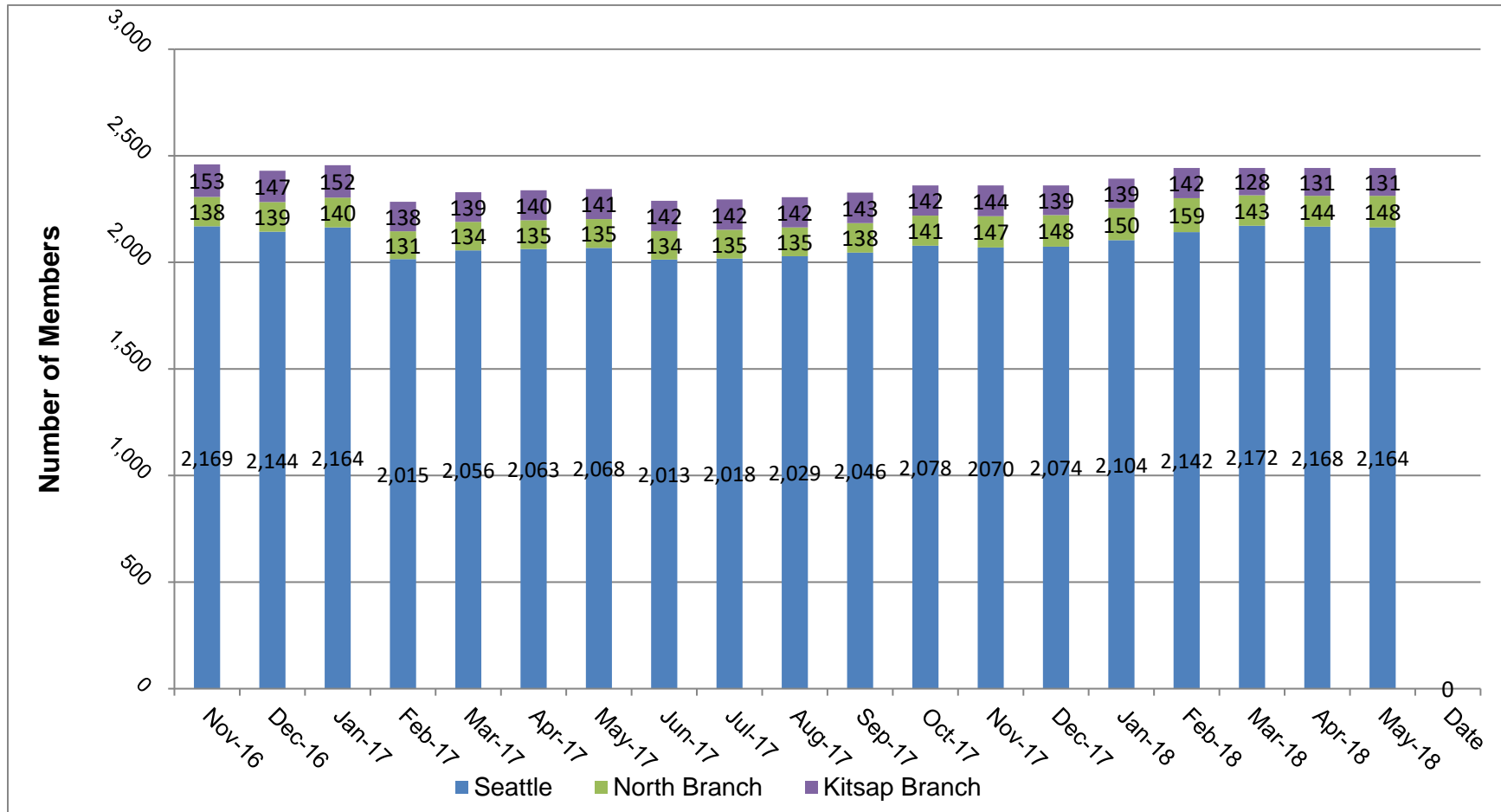
### Membership

The Seattle Section and Branches have 2,443 members (Seattle 2,164, Boeing 0, North Branch 148, and Kitsap Branch 131). There are 410 YMF members now. **Figure 1** illustrates the breakout of Seattle Section membership by Section and Branch. **Table 2** shows a breakdown of members per Branch for the past 12 months of available data.

The membership database received from ASCE headquarters was found to have no duplicates this month.



**Membership Report**  
ESET ALEMU – May 2018



**Figure 1. Membership by Month for Past Twelve Months of Available Data**





## Membership Report

ESET ALEMU – May 2018

**Table 2. Membership Detail for Past Twelve Months of Available Data**

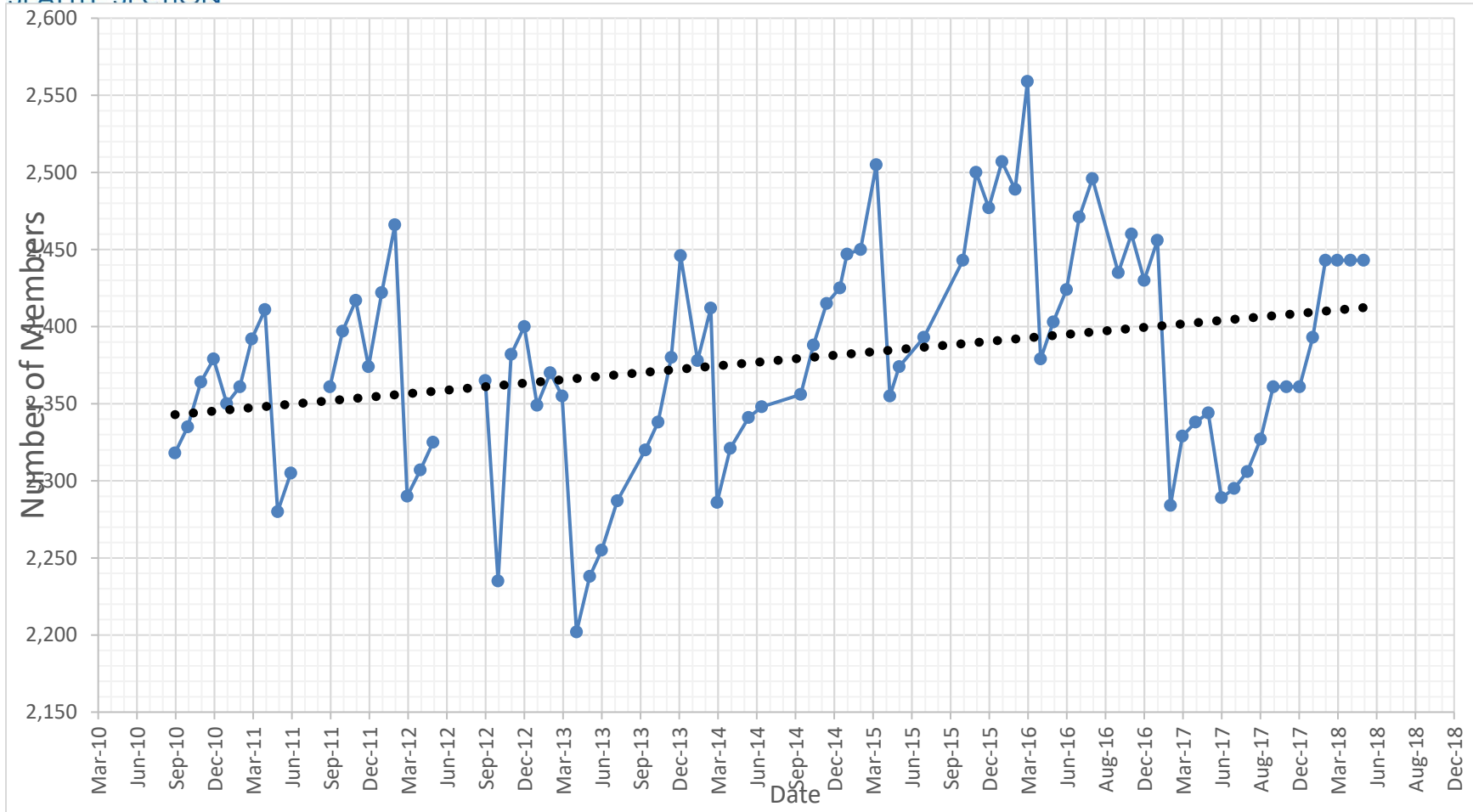
Date	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Seattle	2,074	2,104	2,142	2,172	2,168	2,164
Boeing Branch	0	0	0	0	0	0
North Branch	148	150	159	143	144	148
Kitsap Branch	139	139	142	128	131	131
<b>Total</b>	<b>2,361</b>	<b>2,393</b>	<b>2,443</b>	<b>2,443</b>	<b>2,443</b>	<b>2,443</b>
Month to Month	0	32	50	0	0	0
Year to Year	77	64	105	99	99	99
Download Date	12/31/2017	1/30/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018

**Table 2. Membership Detail for Past Twelve Months of Available Data (continued)**

Date	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
Seattle	2,013	2,018	2,029	2,046	2,078	2070
Boeing Branch	0	0	0	0	0	0
North Branch	134	135	135	138	141	147
Kitsap Branch	142	142	142	143	142	144
<b>Total</b>	<b>2,289</b>	<b>2,295</b>	<b>2,306</b>	<b>2,327</b>	<b>2,361</b>	<b>2,361</b>
Month to Month	-55	6	11	21	34	0
Year to Year	-182	-201	-129	-133	-69	-95
Download Date	6/30/2017	7/31/2017	8/31/2017	9/30/2017	10/31/2017	11/30/2017



**Membership Report**  
 ESET ALEMU – May 2018



**Figure 2. Membership since 2010**

STANDING COMMITTEES REPORT

Amanda Schweickert

- **Audit Committee – Evan Sheesley**
    - No update
  
  - **Legislative Committee – Savannah Linders**
    - Recruiting chair for 2018-2019
    - Report Card –
      - Report card effort is coming along, with 3 sections of the report draft complete and being peer reviewed.
      - Need volunteers for the report writing and peer review for these sections:
        - Solid & Hazardous Waste
        - Rail
        - Transit
        - Dams
  
  - **Diversity Committee – Jacilyn Hayden**
    - No update
  
  - **History and Heritage – Cindy Hirsch**
    - Had meeting on 5/19.
    - Working to advance an ASCE National Historic Civil Engineering Landmark for the Great Northern tunnel under downtown.
    - Investigating the possibility of McMillin Bridge as an ASCE National Historic Civil Engineering Landmark with conversations with WSDOT.
    - Decided Denny Regrade is more representative as a Local Landmark rather than a National one.
    - Snoqualmie plaque is being shipped. Working with PSE on a ceremony.
    - Working with National History Committee on their National Landmark Inventory.
    - Reminder to the Board about gathering archivable materials.
    - **Action Item:** Paul to prepare materials for archive. Cindy will pick them up, when they are ready.
  
  - **House and Hospitality – Katie Sultan-Wright/Mari Otto**
    - May need a volunteer for H&H to replace Katie, if she is elected Treasurer
    - Program committee requested a kick-off/welcome meeting with incoming program chairs and H&H; meeting yet to be scheduled
    - H&H planning on having meetings at Mirabella next year. No contract is in place, but the process has been initiated and one should be in place in the next month or so.
-

- **Order of the Engineer – Amy Riley**
  - No update
- **Professional Practice – Ed Huston**
  - No update
- **Program Chair – Tara Beitler /Henry Haselton**
  - There will be new committee co-chairs for the 2018-2019 year
- **RH Thomson Scholarship –Amy Riley/Mike Harney/Neil Hawkins**
  - No update
- **Public Information – Elizabeth Guevara**
  - No update
- **PSEC – Paul Grant**
  - Past Activities
    - PSEC Inter Society Officer Workshop (ISOW) – May 5<sup>th</sup> (UW building at Magnuson Park)
  - Planned Activities
    - Summer Break
- **University Advisory Committee – Amy Riley**
  - No update
- **Washington State Board of Registration Representative – Amy Thatcher**
  - No update
- **EWB-USA Puget Sound Professionals (PSP) Chapter – Eset Alemu**
  - No update
- **Community Service – Shirley Wu**
  - Rebuilding Together 2018 – Ross French & Megan Ramsay
  - On 28 April, 25 volunteers participated in the annual spring 2018 Rebuilding Together Day event sponsored by the American Society of Civil Engineers. The event brings over 800 volunteers donating their time and skills to restore family homes in the Seattle metropolitan area from Everett to Renton. This year, we were tasked with repairing and securing a senior citizen’s home. Louella Honory, at 93 years old, has lived in her Skyway home for over 50 years and needed help upgrading safety features around her house, as well as many other projects. Our

ASCE SEATTLE SECTION – Standing Committee Report  
June 2018

team members were able to complete an extensive list of tasks, including cleaning out gutters, demossing the roof, landscaping, plumbing, constructing an accessible ramp, and removing unwanted clutter. We were even able to replace her old mattress through a generous donation. Although the weather wasn't like the sunny spring days we've had in the past, our amazing volunteers were not hindered by a little rain, and we were able to make a big difference in the life of a special member of our community.

- **K-12 Outreach – Brad Strandquist**
  - No update

**North Branch-Erik Andersen (written by Erik Anderson)**

The North Branch continues to have fun and socialize and educate one another. We had a fairly typical attendance of about ten at the last meeting. We have a tour of a local glu-lam fabricator coming up in June, and a Brews Cruise tentatively coming together for July. Our September meeting will be on the Old Highway 99 Overcrossing Bridge in Skagit County; I expect larger-than-typical attendance for that meeting.

**Kitsap Branch-Shylo Shorthouse (written by Shylo Shorthouse)**

No updates

# ASCE SEATTLE SECTION - BOARD MEETING MINUTES

## In person Meeting

TECHNICAL COMMITTEES REPORT

Homero Flores

### Scheduled events and news

- COPRI Seattle Chapter:
  - No events announced for June
  
- GEOTECHNICAL GROUP/GEO-INSTITUTE Seattle Chapter
  - June 17-22, Rock Mechanics Symposium with Field Trips
  
- URBAN DEVELOPMENT AND TRANSPORTATION
  - First week of June, Kick off meeting of the committee re-start.
  
- SEAW – Structural Engineers Association of Washington
  - June 26<sup>nd</sup> @ 5 pm, Spring Social: Awards night
  
- SUSTAINABILITY
  - No events announced for June
  
- WRE
  - June 21<sup>st</sup> @ noon, monthly lunch brownbag talk: Engineered Log Jam (ELJ) Influence on Flows and Bed Morphology in the South Fork Nooksack River

# ASCE SEATTLE SECTION - BOARD MEETING MINUTES

## Skype Meeting

YMF REPORT

Jared Nakamoto

- **Past Events**
  - Wednesday, May 9 – Zeno Happy Hour/Game Night at Optimism Brewing
  - Thursday, May 10 – UW Young Professionals Panel – 8 YMs, 18 Students
  - Thursday, May 17 – Executive Forum at Seattle University – 15 YMs, 13 Students
  - Friday, May 18 – UW West Utility Plant Tour
  - Saturday, May 26 – Little Si Hike – 8 YMs, 3 Students
  - Sunday, June 2 – Community Service Event: Spring Street Outreach & Clean Up – 4 YMs, 2 Students
- **Upcoming Events**
  - Thursday, June 14 – YMF Summer Picnic and Officer Elections at Volunteer Park
  - Tuesday, July 3 – Happy Hour and Mariner’s Game
- **Committee Activities**
  - On-going volleyball league