

ASCE SEATTLE SECTION - BOARD MEETING AGENDA
November 5, 2018 5:30PM - 7:00PM PST
LOCATION: Seattle Municipal Tower, Room 4540

Item	Topic	Presenter	Time
-			
1.	Call to Order	Eset	5:35 PM
2.	Housekeeping Additions to and approval of agenda Approval of October meeting minutes	Eset	5:35 PM
3.	Old Business Review Action Items and Follow-ups	Paul	5:40 PM
4.	Board Reports Treasurer's October Report Student Chapters Support Request Membership Update Membership Survey Standing Committees Legislative Committee Recruiting Branch Report Technical Committee Report YMF Report	Katie Henry Mike Tony Homero Don	5:45 PM
5.	New Business WA Report Card Launch Consolidation of WA Sections Canadian Branches Open Topics	Eset Henry Henry all	6:15 PM
6.	Review Action Items	Paul	6:45 PM
7.	Next Board Meeting	Eset	6:50 PM
7.	Adjourn	Eset	7:00 PM

Announcements

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ASCE SEATTLE SECTION - BOARD MEETING MINUTES

November 5, 2018

ASCE Seattle Section Board Meeting

Meeting held at the Seattle Municipal Tower

Attendees:

Voting Board Officers:

Eset Alemu - President

Tony Nguyen - Director of Branches

Henry Haselton - President-Elect (on call)

Don Nguyen - YMF Representative

Mike Harney - Director of Technical Committees (on-call)

Katie Sultani-Wright - Treasurer

Paul Fikse - Secretary

Non-Voting Attendees

Steven Tuttle-UW ASCE Chapter Representative

Jenna Louie-UW ASCE Chapter Representative

Brent Borchers - Region 8 Governor representative for Seattle Section (on-call)

Meeting minutes taken by Tony Nguyen and Paul Fikse.

Meeting called to order at 5:33pm by Eset. MOTION to approve agenda by Don. Tony seconds. Agenda passed unanimously.

- October Meeting Minutes
 - MOTION to approve meeting minutes by Tony, seconded by Katie. Passed unanimously.

Old Business

- Review Action Items and Follow-Ups Paul

Board Reports

- Treasurer's October Report Katie
 - See attached report
 - MOTION to discuss report before voting. Katie motions, Tony seconds. Eset asked about 2017-2018 budget
 - **ACTION ITEM:** Katie to follow up with Bobbie for final YMF budget request for 2018-2019.

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- Taxes: Katie is requesting 1099 from Madison so we can fill out and Madison submit in order to keep out 501(3)c status (non-profit organization).
 - UW students asking for ~\$3,000 for WSCL. We have \$2,300 in the annual budget for UW and Seattle U student activities. Last year, we provided ~\$1,131 for WSCL.
 - October report passed unanimously.
 - **ACTION ITEM:** Katie and Eset to Contact SU to find out what activities they are planning for the year, if they have interest in WSCL, etc.
-
- Membership Update Henry
 - See attached
 - 22 new members: 16 students, 3 new members and 3 new associate members.

 - Standing Committees Mike
 - WA report card release in January 17, 2019
 - See attached

 - Branch Report Tony
 - New board members with the North Branch: President Dawn Greenwood, Treasurer/Secretary Josh Nelson, and YMF Chair Mark Rose
 - See attached

 - Technical Committee Report Homero
 - See attached

 - YMF Report Don
 - See attached
 - Board discussed leading a technical talk seminar with mid-level engineers in the spring.

New Business

- WA Report Card Launch Eset
 - Launch party planning a meeting for Jan 17th.
- Consolidation of WA Sections Henry
 - Merge Seattle, Tacoma/Olympia, and Columbia Sections
 - e.g. Seattle Section ⇒ Seattle Branch

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- Columbia Section is more interested in joining up with Inland Empire
- Don pointed out that merging only 2 sections and have separate branches for Seattle and Tacoma/Olympia wouldn't simplify the board; it would add another layer of bureaucracy
- Board agreed to delay the vote until we talk with Tacoma/Olympia at our joint meeting in December.

- Canadian Branches Henry
 - We're waiting for leaders from the Canadian sections to take the lead on this

- Seattle Section Survey Henry
 - MOTION to approve a survey of our members by Tony, Homero seconds. Passed unanimously.
 - The board agreed to vote on it now, and iron out the details over email.
 - **ACTION ITEM:** Board to provide comments to Henry's list of questions for the survey
 - **ACTION ITEM:** Henry to reach out to national for survey template / good questions.

Meeting called to a close on 7:23pm (Motioned by Homero, seconded by Tony). Passed unanimously.

ASCE - Seattle Section
FY 2019 - Budget Report
Last Updated 10/30/2018 by KVS

No.	Category Description	Annual Budget	YTD Remaining	10/1-31/2018
INCOME				
1	Dues	\$ 45,000.00	\$ 45,000.00	\$ -
2	Society Allotment	\$ 12,000.00	\$ 12,000.00	\$ -
3	Dinner Income	\$ 14,000.00	\$ 12,504.42	\$ 1,495.58
			<i>Sept 2018 Meeting (not included in total)</i>	\$ 1,510.29
			Oct 2018 Meeting	\$ 1,495.58
			Nov 2018 Meeting	\$ -
			Dec 2018 Meeting	\$ -
			Jan 2019 Meeting	\$ -
			Feb 2019 Meeting	\$ -
			Mar 2019 Meeting	\$ -
			Apr 2019 Meeting	\$ -
			May 2019 Meeting	\$ -
			June 2019 Meeting	\$ -
4	Newsletter Ad Income	\$ 1,000.00	\$ 926.95	\$ 73.05
5	Other Income	\$ -	\$ (116.46)	\$ 116.46
TOTAL INCOME		\$ 72,000.00		\$ 1,685.09

EXPENSES				
10	Region 8 Dues	\$ 2,100.00	\$ 2,100.00	\$ -
11	Dinners & Programs	\$ 17,000.00	\$ 13,700.14	\$ 3,299.86
			Sept 2018 Meeting	\$ 1,793.40
			Oct 2018 Meeting	\$ 1,506.46
			Nov 2018 Meeting	\$ -
			Dec 2018 Meeting	\$ -
			Jan 2019 Meeting	\$ -
			Feb 2019 Meeting	\$ -
			Mar 2019 Meeting	\$ -
			Apr 2019 Meeting	\$ -
			May 2019 Meeting	\$ -
			June 2019 Meeting	\$ -
12	Speaker and Officer Gifts	\$ 250.00	\$ 200.00	\$ 50.00
13	Office Supplies	\$ 20.00	\$ 20.00	\$ -
14	Archiving	\$ 100.00	\$ 100.00	\$ -
15	Banking Fees	\$ -	\$ -	\$ -
16	Website and Newsletter	\$ 4,550.00	\$ 4,550.00	\$ -
17	Budget Review Meeting and Section Leadership Session	\$ 250.00	\$ 250.00	\$ -
18	Branches			
	18A. Kitsap Branch	\$ 500.00	\$ 500.00	\$ -
	18B. North Branch	\$ 2,660.00	\$ -	\$ 2,660.00
19	Younger Member Forum (YMF)	\$ 12,916.00	\$ 12,916.00	\$ -
20	Student Chapters	\$ 2,300.00	\$ 2,300.00	\$ -
21	Technical Committees			
	21A. Lifeline & EE Technical Comm	\$ -	\$ -	\$ -
	21B. Sustainability	\$ 250.00	\$ 250.00	\$ -
	21C. Water Resources Comm. (WRE)	\$ 400.00	\$ 400.00	\$ -
	21D. COPRI Seattle	\$ 400.00	\$ 400.00	\$ -
	21E. SEI (SEAW Liason)	\$ -	\$ -	\$ -
	21F. Geotechnical Committee	\$ -	\$ -	\$ -
	21G. Urban Development and Transp	\$ 250.00	\$ 250.00	\$ -
	21H. Technical Committee Leadersip Mtg	\$ 150.00	\$ 150.00	\$ -
22	Standing Committees			
	22A. Engineers Without Borders	\$ 2,000.00	\$ 2,000.00	\$ -
	22B. University Advisory Committee	\$ 500.00	\$ 500.00	\$ -
	22C. History & Heritage Comm.	\$ 425.00	\$ 425.00	\$ -
	22D. Puget Sound Engr. Council	\$ 1,250.00	\$ 1,250.00	\$ -
	22E. Public Relations Comm.	\$ -	\$ -	\$ -
	22F. Professional Practice Comm.	\$ 250.00	\$ 250.00	\$ -
	22G. R. H. Thomson Comm.	\$ 100.00	\$ 100.00	\$ -
	22H. Diversity	\$ -	\$ -	\$ -
	22I. Membership Committee	\$ 100.00	\$ 100.00	\$ -
	22J. K-12 Outreach	\$ 400.00	\$ 400.00	\$ -
	22K. Community Service	\$ 3,300.00	\$ 3,300.00	\$ -
	22L. Legislative Committee	\$ 9,800.00	\$ 9,800.00	\$ -

No.	Category Description	Annual Budget	YTD Remaining	10/1-31/2018
	22M. Order of the Engineer	\$ 200.00	\$ 200.00	\$ -
	22N. Program Chair	\$ -	\$ -	\$ -
	22O. Report Card	\$ 3,600.00	\$ 3,600.00	\$ -
23	Awards	\$ 2,140.00	\$ 2,140.00	\$ -
24	Conferences & Meetings			
	24A. Region 8 Fall Assembly Meeting	\$ 1,275.00	\$ 938.78	\$ 336.22
	24B. National Conference (Denver)	\$ -	\$ -	\$ -
	24C. Western Multi-regional/Region 8 Winter	\$ 2,000.00	\$ 2,000.00	\$ -
	24D. ASCE Headquarters Orientation	\$ 975.00	\$ 337.13	\$ 637.87
25	Past Presidents Comm.	\$ 125.00	\$ 125.00	\$ -
26	Nominating Committee	\$ -	\$ -	\$ -
27	Educational Courses	\$ -	\$ -	\$ -
28	Transfer to Student Activities Fund	\$ -	\$ -	\$ -
29	Reserve	\$ -	\$ -	\$ -
TOTAL BUDGETED EXPENSES		\$ 72,536.00		\$ 6,983.95

INCOME MINUS EXPENSES	\$ (536.00)	\$ (5,298.86)
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PASS THROUGH		In account on 9/30/2018	Activity 10/1- 31/2018
8	Jones Award Pass Through	\$ 2,000.00	\$ -
9	RH Thomson Pass Through	\$ -	\$ -
21B	Sustainability	\$ 1,579.94	\$ -
	R8 Disbursement - Earmarked for University Activities	\$ 1,113.11	\$ -
	Report Card Funding - SPAG Award	\$ 1,074.50	\$ 1,250.00
PASS THROUGH TOTAL		\$ 5,767.55	\$ 7,017.55

SAVINGS ACCOUNT		In account on 9/30/2018	Activity 10/1- 31/2018
	Student Activities Fund	\$ 7,524.82	\$ -
	Interest	\$ -	\$ 0.19
SAVINGS ACCOUNT TOTAL		\$ 7,524.82	\$ 7,525.01

RECONCILIATION			
Business Checking			
Balance on 9/30/2018	\$	36,987.25	
	Income	\$	1,685.09
	Expense	\$	(6,983.95)
	Pass through activity	\$	1,250.00
Balance on 10/31/2018	\$	32,938.39	
Business Savings			
Balance on 9/30/2018	\$	7,524.82	
	Income	\$	0.19
	Expense	\$	-
Balance on 10/31/2018	\$	7,525.01	
PayPal			
Balance on 9/30/2018	\$	116.46	
	Income	\$	1,568.63
	Expense	\$	(1,685.09)
Balance on 10/31/2018	\$	0.00	
Target Reserve (30%)	\$	21,600.00	



Membership Report

HENRY HASELTON – October 2018

New Members

Based on the new information from the ASCE national database, downloaded on November 1, 2018: 22 members have enrolled with the Seattle Section. The enrolled members are: 16 new students, 3 new members, and 3 new associate members and 0 affiliate members. New members are shown in *Table 1*.

Table 1 - New Members:

First Name	Last Name
Nicholas	Harris
Zachary	Whitman
Turner	Kreman
Taryn	Mulvihill
Zoe	Bezold
Tristan	Lagron
Immanuel	Sompie
Kyle	Hermansen
Cindy	Cullen
Jenelle	Ho

First Name	Last Name
Martin	Jackson
Jimmy	Lim
Jenelle	Taflin
Alexis	Elles
Eric	Ngai
Michael	Berggren
Han	Phung
Bianca	Casem
Nada	Albader
Hiba	Farag
Nick	Reeves

Membership

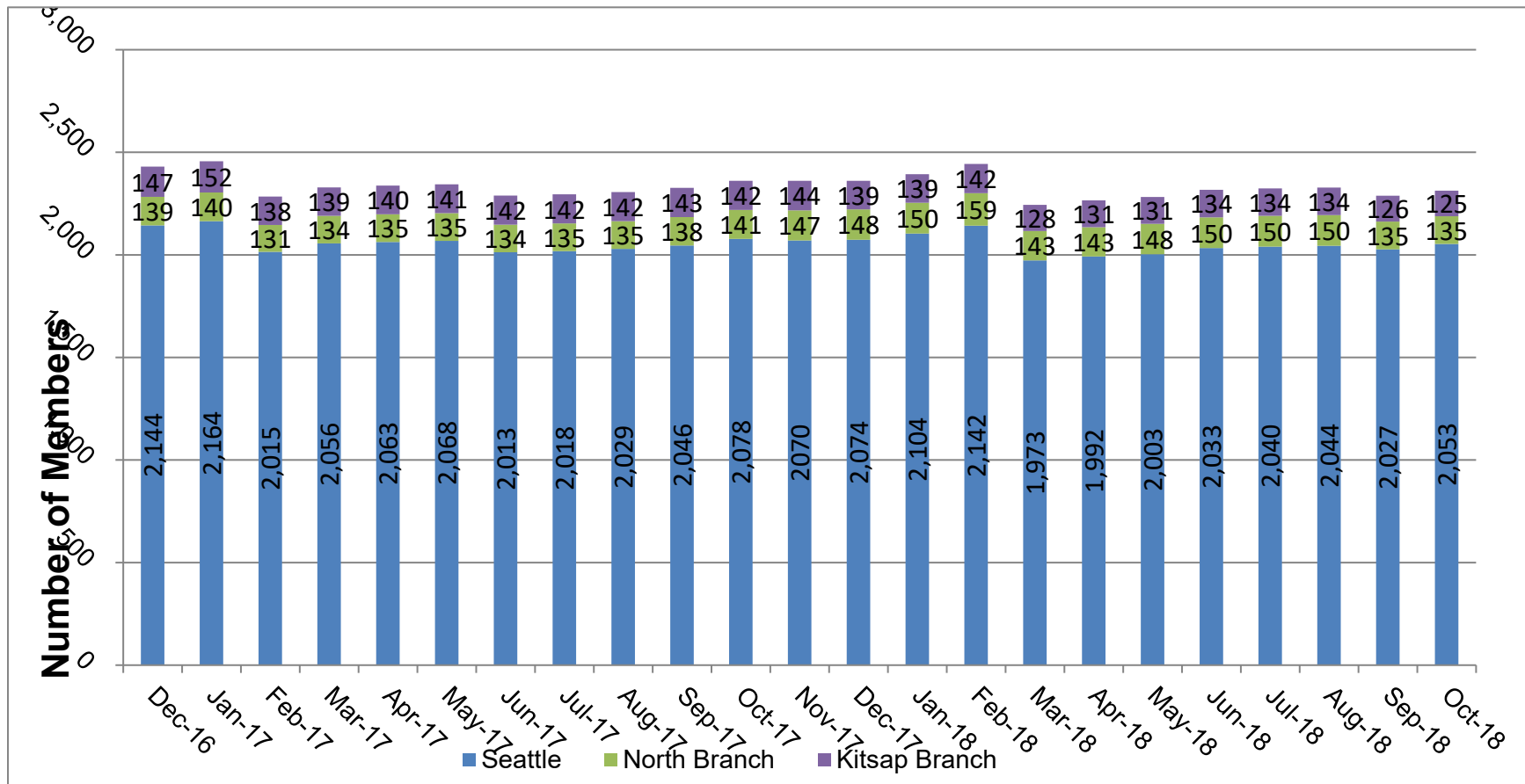
The Seattle Section and Branches have 2,313 members (Seattle 2,053, Boeing 0, North Branch 135, and Kitsap Branch 125). There are 417 YMF members now. *Figure 1* illustrates the breakout of Seattle Section membership by Section and Branch. *Table 2* shows a breakdown of members per Branch for the past 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

HENRY HASELTON – September 2018

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

Date	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18
Seattle	2,003	2,033	2,040	2,044	2,027	2,053
BoeingBranch	0	0	0	0	0	0
North Branch	148	150	150	150	135	135
Kitsap Branch	131	134	134	134	126	125
Total	2,282	2,317	2,324	2,328	2,288	2,313
Month to Month	14	35	7	4	-40	25
Year to Year	-62	28	29	22	-39	-48

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

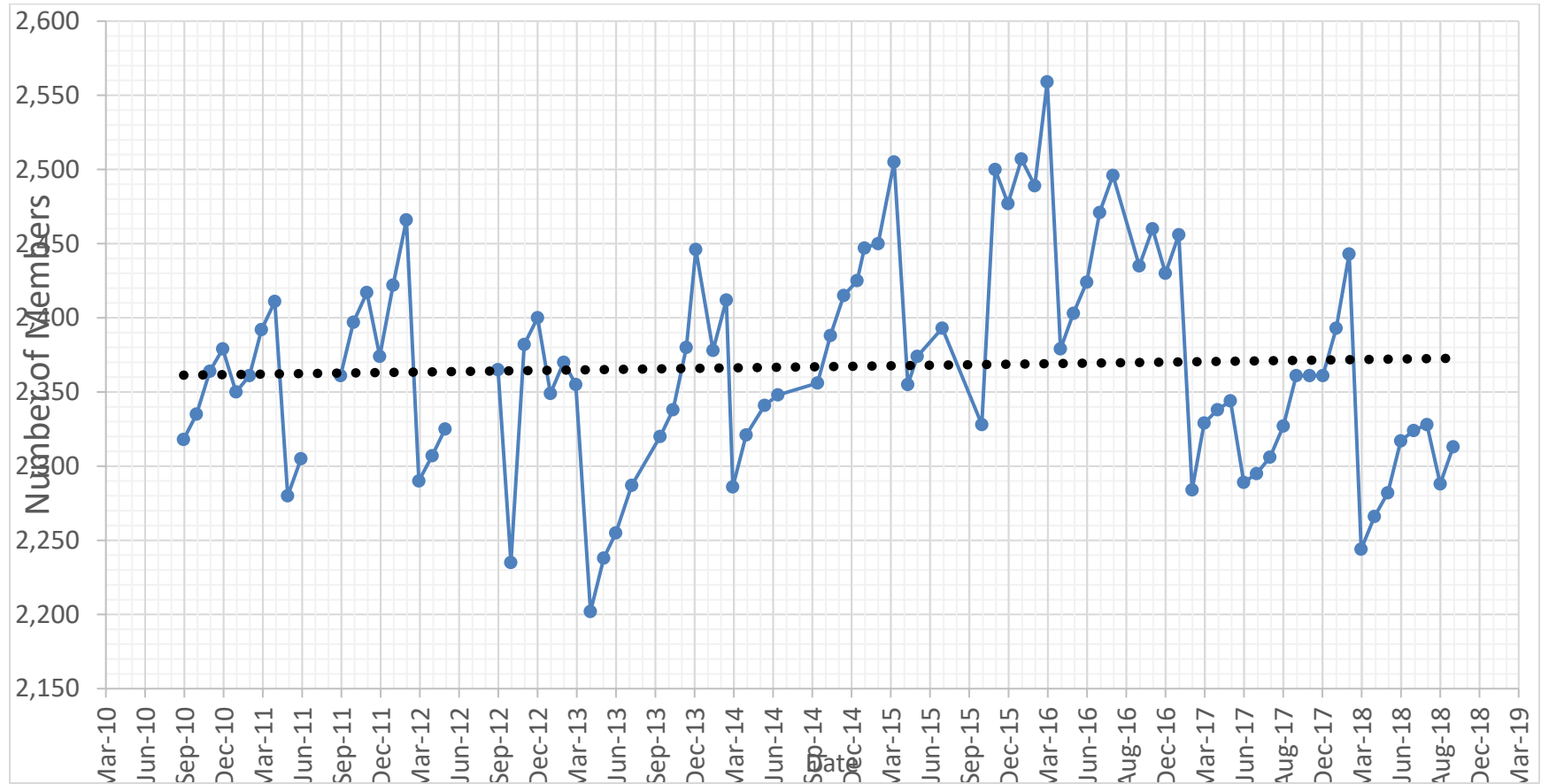
Date	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18
Seattle	2070	2,074	2,104	2,142	1,973	1,992
Boeing Branch	0	0	0	0	0	0
North Branch	147	148	150	159	143	143
Kitsap Branch	144	139	139	142	128	131
Total	2,361	2,361	2,393	2,443	2,244	2,266
Month to Month	0	0	32	50	-199	22
Year to Year	-95	77	64	105	-100	99



Membership Report

HENRY HASELTON – September 2018

Figure 2. Membership since 2010



North Branch-Dawn Greenwood (Summarized by Tony Nguyen)

(Bi-monthly reporting. Currently “off month” with highlights gathered below. Full report in December)

Highlights

- New Officers
 - President: Dawn Greenwood (Pacific Woodtech Corp.)
 - Past President: Erik Andersen (Aspect Consulting)
 - Treasurer/Secretary: Josh Nelson (DCG Engineering)
 - YMF Chair: Mark Rose (GeoEngineers)
 - Our YMF President, Anne Pierce, accepted a work transfer to St. Louis and had to resign her position. We are glad that Mark Rose stepped up to fill that spot.
- Dream Big DVDs
 - The North Branch purchased 11 “Dream Big” DVD Toolkits for schools in our area.

Upcoming Events

- North Branch November Membership Meeting
 - Nov 14-In Bellingham: We anticipate Gabe Ng will speak about local Washington DOT round-about projects.

Kitsap Branch-Shylo Shorthouse

No updates

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

In person Meeting

TECHNICAL COMMITTEES REPORT

Homero Flores

We had a **happy hour** on Tuesday November 30th for the chairs of the technical committees. Only Patrick Vandenberg from WRE, Eset and myself attended. We had a good discussion about ideas for future WRE meetings, and Eset had a chance to learn more about the technical committees work.

The tech committee events aren't listed on the **webpage**, we need to find out a way to make it more streamlined. I'll try to get the info to Madison on the 3rd week of the previous month.

The Sustainability Committee has a new board.

Scheduled events and news

- COPRI Seattle Chapter:
 - Nov 28th, dinner meeting: *King County Passenger Only Ferry Replacement Project*
- GEOTECHNICAL GROUP/GEO-INSTITUTE Seattle Chapter
 - Nov 15th, dinner meeting, joint with AEG: *WILL IT STAY OR WILL IT GO?: USE OF LiDAR TO ASSESS SLOPE INSTABILITY*
- URBAN DEVELOPMENT AND TRANSPORTATION
 - Inactive, we still need to update the committee webpage and put out the ad for the chair positions. I sent the webpage changes and ad to
- SEAW – Structural Engineers Association of Washington
 - Nov 6th, 2 hour webinar: *Seattle Basin Amplification: Geotechnical Background & Building Design*
- SUSTAINABILITY
 - No events announced for October
- WRE
 - Nov 15th, monthly lunch brownbag talk: *Brightwater Marine Outfall*
 - Sep 28th, monthly lunch brownbag talk: *Keeping CSOs Out of Portage Bay: A Modeler's Perspective (7 attendees)*

YMF REPORT

Don Nguyen

● **Past Events**

- Wednesday, October 10 – ASCE YMF SU Kickoff Event – 10 YMs, 35 students
 - The Seattle U Kickoff Event included an introduction of ASCE YMF to the collegiate chapter, an opportunity for the students to meet professionals, and an area for students to sign up to become an ASCE member. Each student picked a random business card from a cup, and they were instructed to meet that professional to break the ice for the networking portion of the event. There was great enthusiasm from students on all of the events we are planning to host for the upcoming year, especially the office tours, and the career fair.
- October 12 to October 15 – National Convention – 2 YMs
- Tuesday, October 16 – Eastside Networking at Joey – 9 YMs
 - Eastside happy hour at Joeys in Bellevue went well and we had 9 attendees including Sports Chair Leo. One attendee was looking for water resources work and was put in contact with others who attended the happy hour. Most of the attendees were structural engineers.
- Thursday, October 25 – Westside Networking at Rooftop Brewing – 26 YMs
- Sunday, October 28 – Community Service Event – Bellevue Urban Garden – 6 YMs
 - YMF members and friends joined together to volunteer at the Bellevue food forest and urban garden with Farmer Frog on Sunday, October 28. We tested our teamwork skills in assembling a greenhouse for the garden and made good progress in the 2 hours that we had!

● **Upcoming Events**

- November 1 to January 3 – YMF Fall Volleyball
- Saturday, November 10, then Wednesdays Weekly – Bouldering at Seattle Boulder Project
- Tuesday, November 13 – Tech Talk: Environmental Engineering at SoundEarth Strategies
- Thursday, November 15 – Office Tour of Swenson Say Faget for UW/SU students
- Tuesday, November 27 – Eastside Networking at Earl's Kitchen and Bar
- Thursday, November 29 – Westside Networking at Queen Anne Beer Hall

- Thursday, November 29 – UW’s Fall Social at Intellectual House

- **Committee Activities**
 - Working on reorganizing how we fundraise for events for the year with our Fundraising committee
 - Working on coming up with a mentorship program for the YMF
 - Planning Holiday Party
 - Award Nominations for PSEC and WRYMC
 - CYM Annual Report
 - Requested Diana for a Mentor@SeattleASCE.org email account