



ASCE Seattle Section Board Meeting

March 3, 2021

Prepared By:

Mari Otto
ASCE Seattle Section Secretary

ASCE SEATTLE SECTION - BOARD MEETING AGENDA

March 3 2021, 4:30 - 6:00 PM PST

LOCATION: [Zoom](#)

Meeting ID: 535 740 7272

One tap mobile

+12532158782,,5357407272# US (Tacoma)

Item	Topic	Presenter	Time
1.	Call to Order	Homero	4:30 PM
2.	Housekeeping	Homero	
	Additions to and approval of agenda		
	Approval of the February meeting minutes		
3.	Old Business (5 minutes)		4:35 PM
	Review Action Items and Follow-ups	Mari	
4.	Board Reports (25 minutes)		4:45 PM
	Treasurer's Report (3 min)	Katie	
	Membership Update (3 min)	Don	
	Standing Committees (3 min)	Cal	
	Branch Report (3 min)	Tony	
	Technical Committee Report (2 min)	Homero	
	YMF Report (9 min)	Rom	
5.	New Business (30 minutes)		5:10 PM
	• Dinner Program:	Spencer/Ross/Homero/Henry	
	○ February Recap		
	○ March Meeting - LOCEA		
	○ April Meeting - SEAW		
	• Award for Scholarship in Construction	Homero	
	• Open positions/Nominations	Homero/Cal/Henry	
	• Student Regional Conference in April	Homero/Rom/Jake	
	• Winter Regional Assembly Region 8	Homero	
	• Snoqualmie Pass Plaque	Cal/Cindy	
	• Government Relations	Homero/Cal	
	• Awards on website	Homero	
	• Scholarship mailings/committees	Homero	
	• Open Topics	All	
6.	Review Action Items	Mari	5:40 PM
7.	Next Board Meeting - April 7	Homero	5:45 PM



ASCE SEATTLE SECTION - BOARD MEETING MINUTES

March 3, 2021

ASCE Seattle Section Board Meeting

Meeting held over [Zoom](#)

Attendees:

Voting Board Officers:

Homero Flores Cervantes - calling in

Henry Haselton - calling in

Don Nguyen - calling in

Tony Nguyen - calling in

Mari Otto - calling in

Katie Sultani-Wright - calling in

Cal Bearman - not present

Romulos Ragudos, Jr - calling in

Non-Voting Attendees:

Fausto Burruel (Region 8 Governor)

Kelsey Hall (Kitsap Branch Secretary/Treasurer)

Zach Brown (North Branch)

Jake Kim (UW Student Section President)

Zachary Peros (UW Student Section Incoming President)

Meeting minutes taken by Mari Otto.

Meeting called to order at 4:36 pm by Homero. Mari seconds. Approved unanimously.

- MOTION to approve the agenda: Homero motions, Mari seconds, approved unanimously.
- February 2021 Meeting Minutes
 - MOTION to approve meeting minutes: Homero motions, Mari seconds. No discussion. Unanimously approved.



ASCE SEATTLE SECTION - BOARD MEETING MINUTES

Old Business

- Review Action Items and Follow-Ups Mari
 - **ACTION ITEM:** For the whole board. Consider Membership Committee's motion to match donations during engineer's week.
 - **ACTION ITEM:** Mari will continue the update of the Duties and Procedures Manual and [Seattle Section roster](#). Expect an email from Mari in the coming weeks to update your section of the D&P Manual and/or seeking update of your information for the roster.
 - **ACTION ITEM:** Leadership positions: Director of Technical Committees, AELC Representative/Legislative Chair (these are currently combined positions, but can be split among two people), and North Branch leadership.
 - Technical Committees: Homero has spoken to several more people with no luck. Homero will check in with Ayman (Water Resources Chair) to see if he would be interested.
 - Legislative Committee: Homero attended one of the sessions in place of the Legislative Chair (monthly on Fridays at 7am). Homero will check with Tacoma-Olympia section to see if we want to combine this position between our two sections. Homero will check the Key Contact email list to find someone who might be interested.
 - North Branch: no updates
 - **ACTION ITEM:** Katie will reach out to ASCE national to see if there is a Calendar workaround on the website to see if there's a way to auto-populate the website calendar
 - In progress.
 - **ACTION ITEM:** Katie and Romulos will check in on progress for setting up a Foundation for Younger Members.
 - Ongoing. Katie met with McKenzie, Bobbie, and Matt to talk about next steps for the Foundation. Katie reached out to ASCE National to see if they have any special requirements for this. Bobbie has assigned some action items to the YMF team - YMF is working on their bylaws and will have a draft set of bylaws by March and have selections for the board by October 2021.
 - **ACTION ITEM:** Katie is working with Matt Thomas (YMF Treasurer) to collaborate on auditing initiatives.
-



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- No concrete results yet - this is ongoing. Check in again at the end of first quarter.
- **ACTION ITEM:** Katie will reach out to the Mirabella to see if they still have our banners (that we were storing in their basement when we were having events there). Bobbie will pick up the banners - once they are confirmed to be at Mirabella.
 - Katie has initiated communication, needs follow up.
- **ACTION ITEM:** For Don: Homero suggests double checking that all the YMF board leaders are current on their membership - for January.
 - Initial work done. Needs individuals to update their memberships. Homero and Romulos have been following up with individual members to get them to updated their memberships.
- **ACTION ITEM:** Henry will solicit volunteers to judge the LOCEA Awards.
 - This is done.
- **ACTION ITEM:** Homero will look into how we can add presentation videos to Collaborate. He will ask Nancy for advice. Also ask if we can stream the presentation recordings or if people would have to download it from Collaborate.
 - We could post on YouTube - the Geotechnical Group has done this in the past.

Board Reports

- Treasurer's Report Katie
 - See attached
 - MOTION to approve Treasurer's report by Katie. Mari seconds. Passed unanimously.
 - Discussion:
 - We have 3 un-awarded Jones' Scholarship (each scholarship is \$2000). We currently have zero applicants.
 - We should be seeing our allotment for the RH Thompson scholarship from ASCE national in the coming months.
 - **ACTION ITEM:** none



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- Membership Report Don
 - See attached.
 - Discussion:
 - MOTION to increase our donation to Pacific Science Center from matching funds for \$340 to include a separate donation and bring our total donation to \$1000: Homero motions, Henry seconds. Discussion on “doing what we said we’d do re: matching funds” vs “supporting a good local cause with a total donation of \$1000”. Approved (4 yay, 3 nay).
 - **ACTION ITEM:** Katie to coordinate with Elyssa to send a check of \$1000 (for matching donations + ASCE Seattle Section additional donation) to the Pacific Science Center from the Engineering Week fundraiser.
 - **ACTION ITEM:** Don will reach out to Madison to announce our donation to PSC (delineate between matching funds and independent ASCE Seattle Section donation).

- Standing Committees Homero (in place of Cal)
 - No report this month.
 - Discussion: none
 - **ACTION ITEM:** none

- Branch Report Tony
 - See attached
 - Discussion: none
 - **ACTION ITEM:** none



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- Technical Committee Report Homero (Director position is OPEN)
 - No report this month.
 - Discussion:
 - Geotechnical and Water Resources groups are doing well and have been hosting events.
 - COPRI and Urban Development and Transportation groups are not very active. WASafe is doing well, but not active due to covid.
 - **ACTION ITEM:** none

- YMF Report Romulos
 - See attached
 - Discussion: none
 - **ACTION ITEM:** none



ASCE SEATTLE SECTION - BOARD MEETING MINUTES

New Business

<p>Dinner Program</p> <ul style="list-style-type: none"> ● February recap ● March meeting - LOCEA <ul style="list-style-type: none"> ○ Four winners have been selected. Henry is working on setting up a logistics call before the March meeting to work out any technical difficulties. ● April meeting - SEAW <ul style="list-style-type: none"> ○ The topic will be the Fault Zone. ● May meeting - student presentations (2nd Wednesday of May) <ul style="list-style-type: none"> ○ Would UW or SU students be interested in hosting the meeting? Jake will follow up and see if the new UW officers will be willing to host the meeting (virtually, on Zoom) ○ Christina Lowe coordinated last year (virtual) ○ Swapna coordinated two years ago (in person) ○ We should coordinate with the SU and UW student liaisons (YMF members) to coordinate further with the students ○ <u>ACTION ITEM:</u> For student presentations in May, we do not know if the students are participating, or who is coordinating with them. Romulos will reach out to Katarina and Phil to coordinate with the students. 	<p>Homero Spencer Ross Henry</p>
<p>Award for scholarship in Construction</p>	<p>Homero</p>
<p>Open Positions</p> <ul style="list-style-type: none"> ● <u>ACTION ITEM:</u> We still need a Technical Director and a AELC / Legislative Committee Chair. We were going to send an announcement email through Constant Contact. Cal will follow up on this (and Homero will follow up with Cal). 	<p>Homero</p>
<p>Nomination Committee</p> <ul style="list-style-type: none"> ● Henry, Don, Katie, and Rom are on the nominating committee 	<p>Henry</p>

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<ul style="list-style-type: none"> • We have a nominee for President-Elect, but we still need nominees for Secretary, and the Technical Director • We need to find nominees before our newsletter announcement on March 15 	
<p>Student Regional Conference in April</p> <ul style="list-style-type: none"> • Jake made a presentation. Zach Peros will be the incoming UW student president. • The Conference will be held on Remo, which allows people to be stationed at virtual tables. • Competitions: Concrete Canoe, Water Treatment, Surveying, Sustainable Solutions, Technical Paper, Timber-Strong • Registration has been pushed back to March 5 • UW students are planning some creative entertainment to keep people engaged during the virtual events • The Conference costs are way less than budget. \$2,000 used out of ~\$50,000 budget, due to the event being virtual. The students are working with sponsors to properly use the funds. <ul style="list-style-type: none"> ○ Does ASCE National have any suggestions? Not really. ○ Homero advises that it'll be important to think about the solution so that the sponsors who donated funds don't feel cheated. He recommends figuring this out before the conference (rather than after). • The UW Conference committee has a weekly meeting on Wednesdays. Phil and Katarina usually attend, and Romulos sometimes attends. • <u>ACTION ITEM:</u> Homero wants to coordinate a brainstorming session to figure out a solution to this. Jake will send an email out to the board to figure out availability, and then send out a Zoom link. • Jake also says they are set on judges for the various competitions. 	<p>Jake</p>
<p>Winter Regional Assembly Region 8</p>	<p>Homero</p>

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<ul style="list-style-type: none"> • Zach and Kelsey presented their takeaways from the assembly. • Zach wanted to find out how others in the region are handling doing everything virtually. He found a lot of value in the breakout rooms where he found ideas for getting their membership engaged (membership referral program, collaborating with other engineering groups like Engineers Without Borders). <ul style="list-style-type: none"> ○ Don recommends reaching out to UBC to find more student members. • Kelsey discussed things she learned from other regions that she wants to put into practice - reaching out to new members right away. She also learned a lot about the resources on ASCE National website, and Collaborate. • Homero's main takeaways were that the awards are very important and it might be a good idea to keep a history of awards. Consider charging a standing committee with that task? The ASCE Region 8 has a webpage that we could use as a go-by. • Homero was also thinking about how we've been having difficulty finding someone to be a Legislative Committee chair. Consider changing the committee to "Government Relations" chair and see if that might motivate people to get involved. 	
<p>Snoqualmie Pass Plaque</p> <ul style="list-style-type: none"> • The History & Heritage Committee is interested in replacing the Stevens Pass Railroad Tunnel plaque that identifies it as a Historical Civil Engineering Landmark. Cindy, our History & Heritage Committee Chair, sent the following narrative as to the logic behind getting a new plaque. • Though there are two existing plaques on the Iron Goat Trail, we are interested in getting a new plaque for the Stevens Pass Tunnels. See the attached graphics that support this discussion. 	<p>Homero</p>

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- Our existing plaques don't have narrative information that explains why the landmark is significant (see the last two pages of the handout for contracting photos showing a plaque with and without narrative).
- Second is that the US Forest Service and WSDOT have developed a rest area where there is interpretive information, and it would be an ideal place for a plaque that provides information on the engineering significance of the tunnels.
- Third is that the existing plaque at Wellington, which is on the trail and near the old tunnel that is on the trail, is on a portion of the trail that is out of service because of the dangers of the existing tunnel, and is no longer accessible.
- We haven't approached the Forest Service or WSDOT about the possibility of a new plaque at this rest stop because we want to float the idea with the Section to see if there would be the needed financial support. The plaques are typically supported in small part by the National committee – they will pay about \$200 and the Section pays about \$850. Those numbers are approximate.
- Note that we hope to close in on our Great Northern Tunnel NHCEL – we expect to ask for that \$850 in the 2021/22 budget. That would be a priority over the Stevens Pass plaque talked about above, but we'd be interested in if/how the Section might budget to accomplish both of these plaques in the coming years.

Hopefully you made it through the narrative.

How would the budget be affected by the H&H committee asking for \$1,700 for two plaques at \$850 each (Plaque for the newly designated Great Northern Tunnel landmark and replacement plaque for the Stevens Pass Railroad Tunnel) in next years (2021/2022) budget?

- The History & Heritage committee has a budget of \$450 from 2020-2021.

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<ul style="list-style-type: none"> Henry proposes we exhaust their budget and pay the difference. <ul style="list-style-type: none"> Romulos suggests we discuss this with H&H first before using up all their budget. Don proposes we take this cost out of the 2020-2021 budget, since we have a large surplus from this year. ACTION ITEM: Homero will follow up with Cindy Hirsch. Does she want us to exhaust their 2020 budget and pay the difference for the Northern Tunnel plaques? Or is she asking for \$1,700 in addition to their 2020-2021 budget of \$450? We will vote on this in the April meeting. 	
<p>Government Relations</p> <ul style="list-style-type: none"> Homero was also thinking about how we've been having difficulty finding someone to be a Legislative Committee chair. Consider changing the committee to "Government Relations" chair and see if that might motivate people to get involved. 	Homero/Cal
Awards on website	Homero
<p>Scholarship mailing/committees</p> <ul style="list-style-type: none"> Scholarships applications are regularly due in May. But last year, we postponed application due dates until June due to covid. This year, we also set a due date of June (when it should be May). Next year, we should move it back to May. We haven't had great success with advertising for scholarships on the newsletter or our website. We should look for other ways to reach out to students - direct emails to local high schools? Henry wants at least one more person on the Jones Scholarship and RH Thompson committee so there's less appearance of bias. Katie brought up that scholarship recipients can choose whether they want their payments in one lump sum or multiple payments. She used to get a spreadsheet snip with names and payment dates. That info needs to be organized. 	Homero/Henry



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<ul style="list-style-type: none"> ● <u>ACTION ITEM:</u> form (1) a Jones Scholarship and (2) RH Thompson committee so there's less appearance of bias. Romulos and Katie have volunteered for the Jones Scholarship committee. 	
<p>Open Topics</p> <ul style="list-style-type: none"> ● Email from Don Crider from Lincoln High School to to solicit support from ASCE for the first South Sound WiSE conference (Women in Science and Engineering). <u>ACTION ITEM:</u> Katie will call Don and vet their proposal. She will follow up with the Board with what she learns. ● Henry attended Day 1 of the Legislative Fly-In today. 	all

Review Action Items

Mari

- **ACTION ITEM:** Katie to coordinate with Elyssa to send a check of \$1000 (for matching donations + ASCE Seattle Section additional donation) to the Pacific Science Center from the Engineering Week fundraiser.
- **ACTION ITEM:** Don will reach out to Madison to announce our donation to PSC (delineate between matching funds and independent ASCE Seattle Section donation.
- Email from Don Crider from Lincoln High School to to solicit support from ASCE for the first South Sound WiSE conference (Women in Science and Engineering). **ACTION ITEM:** Katie will call Don and vet their proposal. She will follow up with the Board with what she learns.
- **ACTION ITEM:** For student presentations in May, we do not know if the students are participating, or who is coordinating with them. Romulos will reach out to Katarina and Phil to coordinate with the students.
- **ACTION ITEM:** We still need a Technical Director and a AELC / Legislative Committee Chair. We were going to send an announcement email through Key Contact. Cal will follow up on this (and Homero will follow up with Cal).
- **ACTION ITEM:** Homero will follow up with Cindy Hirsch. Does she want us to exhaust their 2020 budget and pay the difference for the Northern Tunnel plaques? Or is she asking for \$1,700 in addition to their 2020-2021 budget of \$450? We will vote on this in the April meeting.



ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- **ACTION ITEM:** form (1) a Jones Scholarship and (2) RH Thompson committee so there's less appearance of bias.
 - Romulos and Katie have volunteered for the Jones Scholarship committee.
 - We still need an RH Thompson committee.
- **ACTION ITEM:** Homero wants to coordinate a brainstorming session to figure out a solution to this. Jake will send an email out to the board to figure out availability, and then send out a Zoom link.

Next meeting is on April 7, 2020 4:30PM - 6:00PM.

Adjourn

Meeting called to a close at 6:30 pm. MOTION to end meeting by Homero. Romulos seconds. No discussion. Passed unanimously.



Treasurer's Report

Prepared By: Katie Sultani-Wright
ASCE Seattle Section Board Meeting
March 3, 2021

	2020-21	2020-21		October	November	December	January	February	
	Approved	YTD	%	10/1-31/2020	11/1-30/2020	12/1-31/2020	1/1-31/2021	2/1-28/2021	Notes
Income									
1 Section Dues	42,000.00	30,743.30	73%	-	12,319.97	3,251.68	9,379.95	5,791.70	Monthly disbursements from ASCE HQ
2 Society Allowance	11,500.00	-	0%	-	-	-	-	-	Based on 7% of approx. \$600,000; disbursed by ASCE HQ
3 Monthly Dinner Meetings	9,000.00	-	0%	-	-	-	-	-	Plan all virtual. Virtual to end of 2020, then in person. 3 virtual 6 in person. (\$9000 in person estimate)
Oct 2020 Meeting	-	-	-	-	-	-	-	-	
Nov 2020 Meeting	-	-	-	-	-	-	-	-	
Dec 2020 Meeting	-	-	-	-	-	-	-	-	
Jan 2021 Meeting	-	-	-	-	-	-	-	-	
Feb 2021 Meeting	-	-	-	-	-	-	-	-	
Mar 2021 Meeting	-	-	-	-	-	-	-	-	
Apr 2021 Meeting	-	-	-	-	-	-	-	-	
May 2021 Meeting	-	-	-	-	-	-	-	-	
June 2021 Meeting	-	-	-	-	-	-	-	-	
Newsletter Ads	1,000.00	830.55	83%	-	294.45	390.00	146.10	164.46	See note about R8 dues
5 Other	1,003.45	184.46	-	20.00	-	-	-	-	
Total Income	64,503.49	31,758.31	49%	20.00	12,614.42	3,641.68	9,526.05	5,956.16	

Expenses									
10 Region 8 Dues	2,100.00	-	-	-	-	-	-	-	\$500 plus \$0.75/member (Per DN 8/31/20, Section will receive \$1003.49 credits from R8 due to low activity during covid)
220 PSEC Dues	750.00	661.50	-	661.50	-	-	-	-	Based on membership
221 AELC Dues	8,000.00	8,000.00	-	-	-	-	-	8,000.00	Membership fee for primary and secondary delegate on AELC
223 Donation to Engineers Without Borders	1,000.00	-	-	-	-	-	-	-	Requested by Sierra Gawlowski
226 Donation to Rebuilding Together	3,000.00	-	-	-	-	-	-	-	Requested by Ross French
11 Monthly Dinner Meetings	11,300.00	-	0%	-	-	-	-	-	Plan all virtual. Virtual to end of 2020, then in person. 3 virtual 6 in person.
Oct 2020 Meeting	-	-	-	-	-	-	-	-	
Nov 2020 Meeting	-	-	-	-	-	-	-	-	
Dec 2020 Meeting	-	-	-	-	-	-	-	-	
Jan 2021 Meeting	-	-	-	-	-	-	-	-	
Feb 2021 Meeting	-	-	-	-	-	-	-	-	
Mar 2021 Meeting	-	-	-	-	-	-	-	-	
Apr 2021 Meeting	-	-	-	-	-	-	-	-	
May 2021 Meeting	-	-	-	-	-	-	-	-	
June 2021 Meeting	-	-	-	-	-	-	-	-	
16 Communications Contractor	4,000.00	925.00	23%	212.50	325.00	200.00	187.50	-	\$25/hour for website maintenance, Constant Contact, newsletter
Website and Domain Fees	192.00	357.75	-	71.55	71.55	71.55	71.55	71.55	added \$16/month x 12 months for Zoom
20 Student Chapter Grants	3,300.00	-	-	-	-	-	-	-	approx. \$500 per chapter plus \$7/student member (\$1800 UW, \$1500 SU).
20 Grant to UBC	1,000.00	1,000.00	-	-	-	1,000.00	-	-	One time grant to UBC. Henry to follow up with Mark Lamer re: future of UBC section affiliation. Katie look up requirements for international donation (inform YMF).
24 Conferences	4,050.00	-	0%	-	-	-	-	-	
24A R8 Fall Assembly	-	-	-	-	-	-	-	-	virtual
24D Presidents and Governors Forum	-	-	-	-	-	-	-	-	virtual
24B ASCE Nat'l Conference	150.00	-	-	-	-	-	-	-	virtual, \$200 each attendee?
24B ASCE V-tech Conference	1,050.00	-	-	-	-	-	-	-	virtual, may do other years. Sept 14-18. \$250 each. \$350 combined with nat'l conference. Budget for 3 attendees.
24C R8-9 MRLC and R8 Winter Assembly	3,000.00	-	-	-	-	-	-	-	July, Anaheim, CA
23 Awards	2,200.00	-	-	-	-	-	-	-	
Student Competition	-	-	-	-	-	-	-	-	
UW 1st prize	500.00	-	-	-	-	-	-	-	
SU 1st Prize	500.00	-	-	-	-	-	-	-	
UW 2nd Prize	250.00	-	-	-	-	-	-	-	
SU 2nd prize	250.00	-	-	-	-	-	-	-	
UW 3rd prize	100.00	-	-	-	-	-	-	-	
SU 3rd prize	100.00	-	-	-	-	-	-	-	
LOCEA	500.00	-	-	-	-	-	-	-	For award plaques
21 Technical Committees	1,900.00	15.88	1%	15.88	-	-	-	-	
21B Sustainability	1,100.00	-	-	-	-	-	-	-	5 happy hours, alternative energy presentation, 3 tours + \$390 for Green Apple Days
21C Water Resources	500.00	15.88	-	15.88	-	-	-	-	Food for lunch meetings
21E SEAW Liaison	-	-	-	-	-	-	-	-	
21G Urban Development and Transportation	300.00	-	-	-	-	-	-	-	Estimate for happy hours
22 Standing Committees	3,075.00	-	0%	-	-	-	-	-	
13 House & Hospitality	150.00	-	-	-	-	-	-	-	Gifts for speakers (typically ASCE Seattle print glass)
22C History & Heritage	425.00	-	-	-	-	-	-	-	Activities to support recognition of historic landmarks
22F Professional Practice	-	-	-	-	-	-	-	-	???
22G RII Thomson Scholarship	100.00	-	-	-	-	-	-	-	Food for committee meeting(s)
23 Membership	300.00	-	-	-	-	-	-	-	Initiatives to increase membership
22L Legislative	2,200.00	-	-	-	-	-	-	-	\$1250 fly-in; \$300 for 2 day trips to Olympia; \$250 for committee meeting; + \$400 for report card brochures
22N Programs	-	-	-	-	-	-	-	-	Speaker fees, if any
22O Report Card	-	-	-	-	-	-	-	-	No report card in 2020-21
Events	1,075.00	-	0%	-	-	-	-	-	
22D Table at PSEC Awards Banquet	500.00	-	-	-	-	-	-	-	
21H Technical Committee Leadership Meeting	250.00	-	-	-	-	-	-	-	Dir meet with chairs
19 Presidential Summit	125.00	-	-	-	-	-	-	-	Pres Elect, Pres, and Incoming Pres meet with resp. incoming officers
17 Summer Leadership Retreat	150.00	-	-	-	-	-	-	-	Set strategy and priorities for coming year
15 Budget Meeting	50.00	-	-	-	-	-	-	-	Review budget for coming year
Transfers	17,187.00	-	-	-	-	-	-	-	
18A Kitap Branch	1,620.00	-	-	-	-	-	-	-	Increased budget due to revitalizing Branch and more planned events.
18B North Branch	-	-	-	-	-	-	-	-	No additional funding needed (surplus) due to decreased event costs 2019-2020 year due to COVID.
19 YMF	15,167.00	-	-	-	-	-	-	-	\$8000 allocated for hosting WRYMVC in 2024
21D COPRI	400.00	-	-	-	-	-	-	-	
21F Geotech Group	-	-	-	-	-	-	-	-	
Office Supplies (inc. mailing, bank fees)	240.00	10.00	4%	-	-	10.00	-	-	
Gifts for outgoing officers	100.00	-	0%	-	-	-	-	-	
Total Expenses	64,469.00	9,970.13	15%	961.43	396.55	281.55	259.05	8,071.55	
Net Income	34.49	21,788.18							

	In account on 9/30/2020	In account as of 12/31/2020	October 10/1-31/2020	November 11/1-30/2020	December 12/1-31/2020	January 1/1-31/2021	February 2/1-28/2021	
Pass-through								
Jones Scholarship	6,000.00	4,000.00	(2,000.00)	-	-	-	-	Two (as of Oct 2020) unawarded scholarships
RH Thomson Scholarship	-	-	-	-	-	-	-	
Sustainability Award	1,324.61	1,324.61	-	-	-	-	-	
Total Pass-through	7,324.61	5,324.61						

	Beginning balance 9/30/2020	Activity to date 12/31/2020	October 10/1-31/2020	November 11/1-30/2020	December 12/1-31/2020	January 1/1-31/2021	February 2/1-28/2021	
Paypal								
Deposit	1,547.17	2,492.17	-	225.00	400.00	150.00	170.00	
Fee	-	(24.99)	-	(5.55)	(10.00)	(3.90)	(5.54)	
Withdrawal	-	2,156.62	-	-	2,156.62	-	-	
Total Paypal	1,547.17	310.56						

	Beginning balance 9/30/2020	Activity to date 12/31/2020	October 10/1-31/2020	November 11/1-30/2020	December 12/1-31/2020	January 1/1-31/2021	February 2/1-28/2021	
Savings Account								
Deposit	7,453.32	7,453.32	-	-	-	-	-	
Withdrawal	-	-	-	-	-	-	-	
Interest	-	0.31	0.06	0.06	0.07	0.06	0.06	
Total Savings Account	7,453.32	7,453.63						

	Beginning balance 9/30/2020	Activity to date 12/31/2020	October 10/1-31/2020	November 11/1-30/2020	December 12/1-31/2020	January 1/1-31/2021	February 2/1-28/2021	
Checking Account								
Deposit	53,896.19	84,734.49	20.00	12,394.97	3,251.68	9,379.95	5,791.70	
Deposit (Transfer from Paypal)	-	2,156.62	-	-	2,156.62	-	-	
Withdrawal	-	12,976.18	2,961.43	396.55	1,281.55	259.05	8,071.55	
Total Checking Account	53,896.19	73,920.98						
Total Checking Account + Paypal less Pass-through	48,118.75	68,906.93						
Target Reserve (30% Operating Budget)		19,351.05						



Membership Report

Prepared By: Don Nguyen
ASCE Seattle Section Board Meeting
March 3, 2021



Membership Report

DON NGUYEN – MARCH 2021

Membership Committee

Engineer Week Social Event in February 25th went well! 17 attendees (24 registered) with most being new people. Played trivia and then Skribblio. Winning team received \$25 gift cards. Donations from the event, including the Section matching, totals to \$340. Will need to send a check to PacSci. It was decided to increase the total donation to \$1000.

Membership Committee is still working on creating content for social media posts, on company champion responsibilities, and processing the survey data.

New Members

Based on the new information from the ASCE national database, downloaded on March 2, 2021: 12 new members have enrolled with the Seattle Section in February. The enrolled members are: 6 new student, 2 new regular members, 4 new associate members, and 0 new affiliate members. 3 of these are younger members. New members are shown in *Table 1*.

Table 1 - New Members

First Name	Last Name
Colton	McInelly
Constance	Kuney-Pitts
Melanie	Walling
Zachary	Yell
Samantha	Muchongwe
Sara	Kessel

First Name	Last Name
Julia	Zmuda
Daniel	O'Brien
Sara	Roberts
Ty	Bartley
Elaine	Weslati
Brian	Choi

Membership

At the end of February 2021, the Seattle Section and Branches has 2,300 members (Seattle 2,044, North Branch 128, and Kitsap Branch 128, and unaffiliated 0). There are 464 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. *Figure 2* illustrates Seattle Section membership trends since 2011.

The membership database received from ASCE headquarters had 17 duplicates this month. This is because some members pay dues in a branch and Seattle.



Membership Report
DON NGUYEN – MARCH 2021

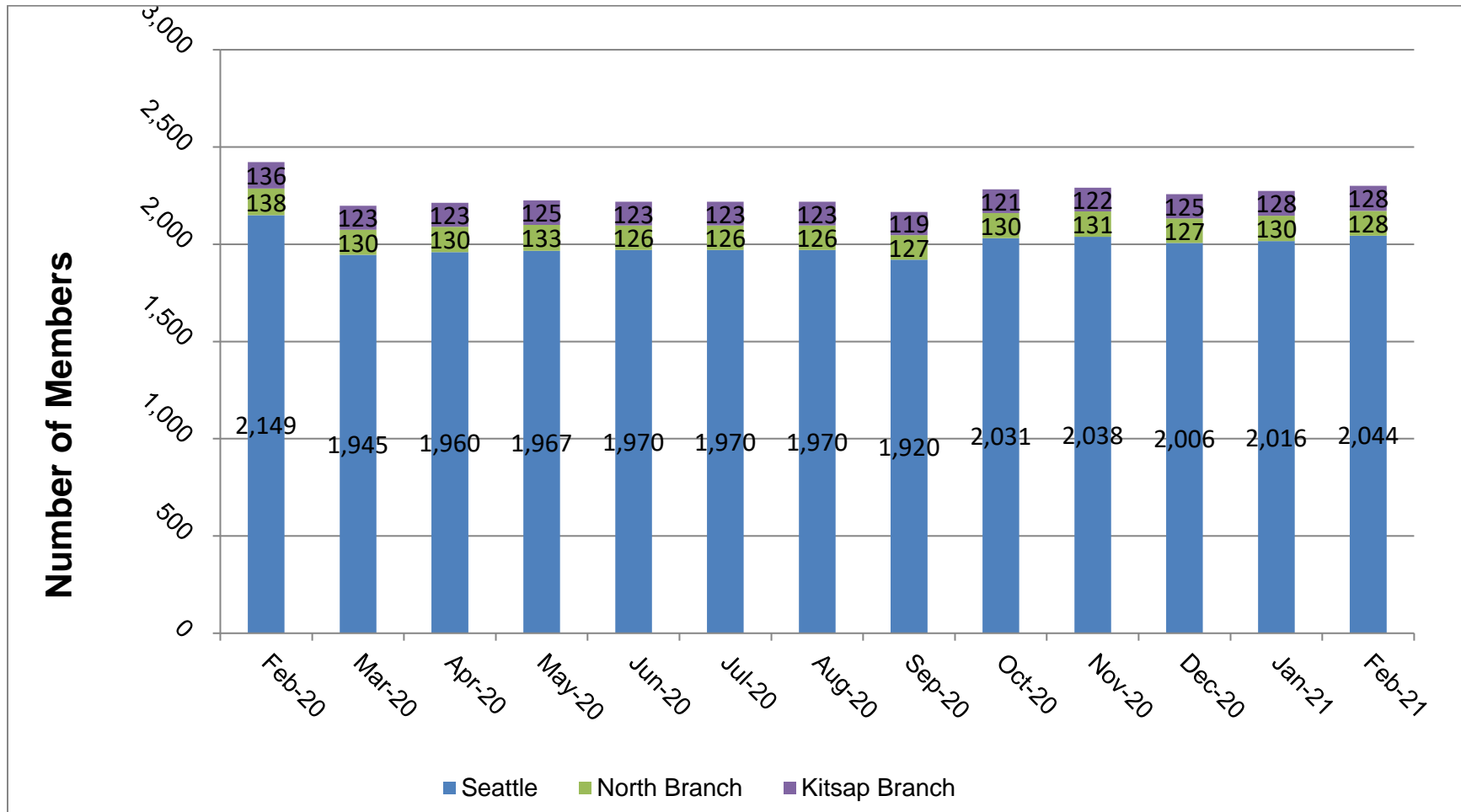


Figure 1. Membership by Month for Past Twelve Months of Available Data



Membership Report

DON NGUYEN – MARCH 2021

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

Date	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21
Seattle	1,920	2,031	2,038	2,006	2,016	2,044
Boeing Branch	0	0	0	0	0	0
North Branch	127	130	131	127	130	128
Kitsap Branch	119	121	122	125	128	128
Total	2,166	2,282	2,291	2,258	2,274	2,300
Month to Month	-53	116	9	-33	16	26
Year to Year	-138	-59	-69	137	-119	-123

Date	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20
Seattle	2,149	1,945	1,960	1,967	1,970	1,970	1,970
Boeing Branch	0	0	0	0	0	0	0
North Branch	138	130	130	133	126	126	126
Kitsap Branch	136	123	123	125	123	123	123
Total	2,423	2,198	2,213	2,225	2,219	2,219	2,219
Month to Month	30	-225	15	12	-6	0	0
Year to Year	71	-17	13	-33	-53	-62	-68



Membership Report

DON NGUYEN – MARCH 2021

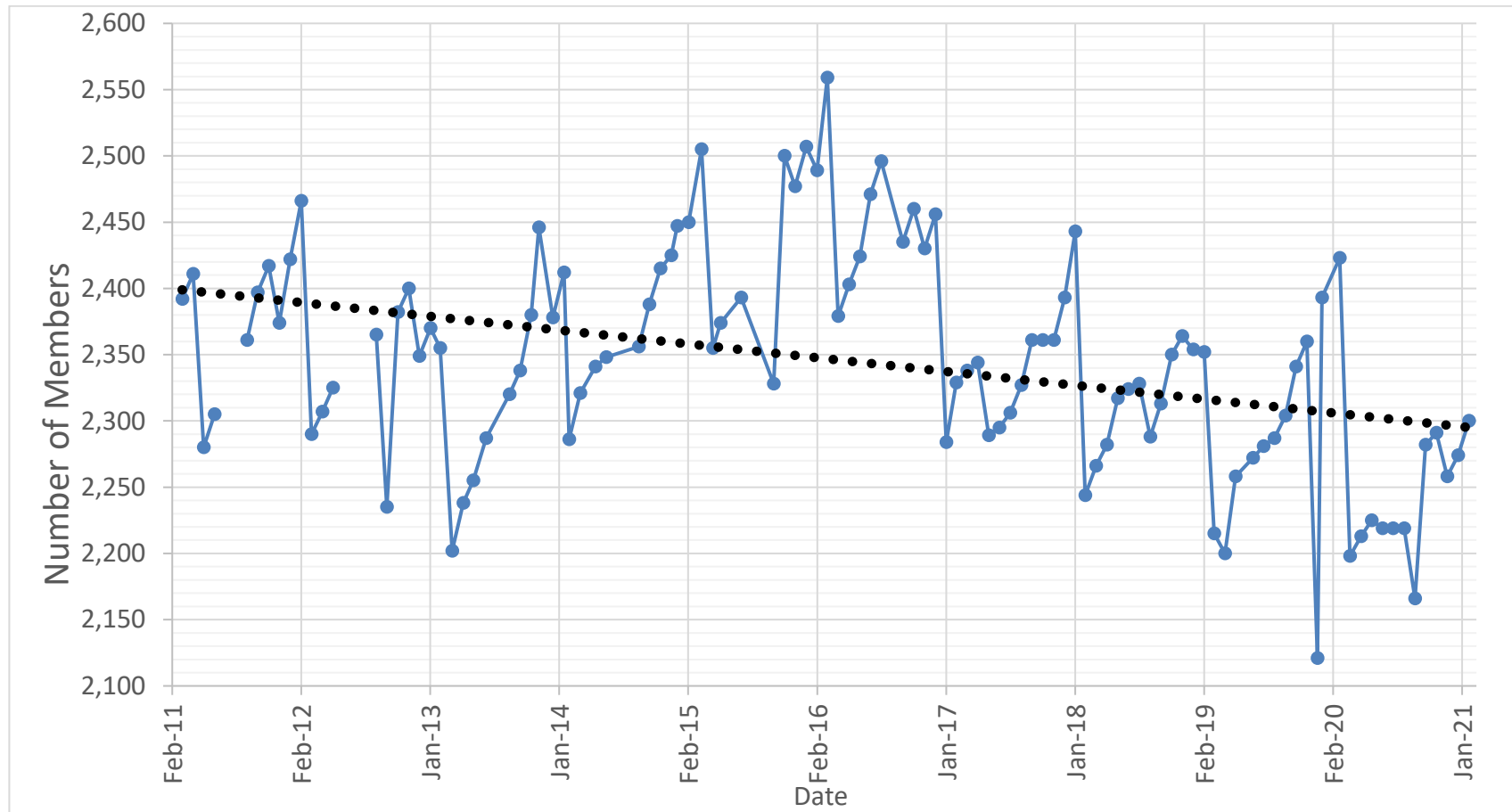


Figure 2. Membership since 2011



Standing Committees Report

No report this month
ASCE Seattle Section Board Meeting
March 3, 2021



Branch Report

Prepared By: Tony Nguyen
ASCE Seattle Section Board Meeting
March 3, 2021

North Branch-Dawn Greenwood/Zach Brown- Written by Zach Brown/Tony Nguyen

Future Events

- Region 8 2021 Winter Assembly (February 19th-20th) Recap
 - Zach Brown, VP/Trea/Sec., attended.
 - My experience at the winter assemble virtual conference was a good one. I wasn't able to fully attend on Saturday, but the presentation on the Mike O'Callaghan–Pat Tillman Bridge was really interesting. I feel like I got good value out of attending the Friday breakout session in particular and came away with several good ideas to encourage membership and retention of members. To be frank, I think that virtual attendance is not a great substitute to physical attendance when it comes to networking, though the breakout rooms and icebreaker were a nice touch that did help some. Still, I view the overall experience to be positive.... helpful for both me and North Branch.

Other Business

2019-2020 North Branch Board and Director of Branches are actively seeking new leadership team members for North Branch Board 2020-2021 (**President, VP, and Sec/Trea**).

Kitsap Branch-Justin Nodolf/Kelsey Hall-Written by Kelsey Hall

Future Events

- March Board Meeting
 - Early March
- Annual Report
 - Completed last month
- Region 8 2021 Winter Assembly (February 19th-20th) Recap
 - Kelsey Hall, Treasurer/Secretary, attended.
 - Overall, it was helpful for me to learn more about the resources available, and to get some ideas for our branch. Here were a few takeaways:
 - Resources: I had visited the Leader Training Committee page on the ASCE website before, but it seems like they have added/updated resources (e.g. webinars). I also had no awareness of ASCE Collaborate. I plan to evaluate if this would be a helpful tool for communication within the branch. I also hope to use the 2021 Report Card as a means to get our membership more engaged with the community.
 - Ideas/Motivation: A board member from the Oregon Section presented on the effectiveness of their newsletter and website. They made a good point that ASCE emails can be overwhelming, which led them to reassess the frequency of their communication. This has led me to reevaluate how we

communicate with the branch, and to potentially pursue adding more content to our branch page on the section website, if possible.



Technical Committees Report

No report this month
ASCE Seattle Section Board Meeting
March 3, 2021



Younger Members Forum Report

Prepared By: Romulos Ragudos, Jr.
ASCE Seattle Section Board Meeting
March 3, 2021

March 3, 2021

YMF Board Representative Report

Quick Overview

- Contact YMF Board
 - YMF Email – ymf@seattleasce.org
- **Storage Unit - Urban Storage @ Rainier Brewery**
 - 918 S Horton St #1513, Seattle, WA 98134
 - If Section would like to store some items, please let us know
- Next YMF Board Meeting is Monday March 8, 2021

Recent Events

Networking Event – Thursday February 18, 2021 @ 6PM

- Organized by Josh Shin (YMF Networking Chair)
- San Bernardino, Tacoma/Olympia, Inland Empire, Portland, Willamette Valley and other YMFs along the west coast for a virtual bar hopping night
- About 45 younger members attended

PE Exam Panel - Tuesday, February 23rd from 5:30-7:00 pm

- Organized by Kristen McFarland (Professional Development Chair)
- 5 Younger Members participated on the panel
- Had about 25 younger members attend the panel

Current Events

K-12 Outreach Update

- Nicki Peden (K-12 Outreach Chair)
- **Completed Events**
 1. Future City Competition
 - a. 6 volunteers
 2. Technology Access Foundation (TAF)
 - a. 1 volunteer
 3. Washington Alliance for Better Schools (WABS)
 - a. 4 volunteers
- **Ongoing Event**
 - StormFest – Details to be finalized

Ask an Engineer – Need to advertise to Section Members, schools and community

- Nicki plans on having an advertisement the Section Newsletters about recruiting and encouraging Section Members to volunteer for events – have a link to the YMF K-12 Page
- Additionally, we would like to reach out to the Section Members for K-12 Outreach opportunities
- Expect to have new events in late winter/spring season
- Nicki is meeting up with the San Diego YMF K-12 to discuss virtual outreach events they have done

Upcoming Events

Popsicle Stick Bridge – March 6, 2021 @ 9-11AM

- Amy Moore and Lisa Courtney (PSB Chairs)
- PSB 2021 will be **virtual**
- 7 teams from 5 schools will be participating this year
 - Significantly down from our usual numbers due to the pandemic
 - Mackenzie and myself will MC the event, with student pre-recording their intros, introducing their bridges and us showing a recording of their bridge being broken

Networking Event – Thursday March 18, 2021 @ 6PM

- Organized by Josh Shin (YMF Networking Chair)
 - Plan to do an Escape Room/Travelling Adventure with puzzles/trivia

Networking Event – April

- Organized by Josh Shin (YMF Networking Chair)
 - Plan to do a YMF and University Chapters (UW, SU, UBC, St. Martin's, Oregon schools)

YMF Committee Updates

Foundation Committee

- Working on creating By-Laws

Professional Development

- Kristen McFarland (Professional Development Chair)
- **Virtual Technical Tour Opportunities** – Please reach out to Section Members

Fundraising Committee

- Morgan Sanger (Fundraising Chair) and committee have started distributing fundraising letters to local engineering companies
- Goal of raising ~\$15,000 to help support PSB, Executive Forum, University Activities, and Scholarships

Mentorship Committee

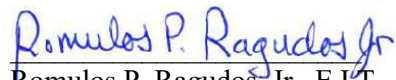
- Haley Gardener and Nathan Jones are the Mentorship co-chairs
- YMF is starting up our mentorship program
 - Section and YMF Members
- Tentative Schedule
 - January – Sent Survey
 - February – Close Survey and start pairs
 - March – Program kickoff
 - August – Program wrap up
 - September – Transition program

UW PNW Conference Update – April 15-17, 2021

- Jake (UW President) and Zach (UW President-Elect) to provide update in new business
- UW Team (Phil and Katarina) will attend each Conference Meeting leading up to the event to provide guidance
- UW is interested in collaborating with YMF for a networking event on Friday April 16th.

UBC Conference Update – 2022

- UBC student chapter (Bev and Frederick) and UBC ASCE Team (Peter and Ellen) to meet with UW ASCE, and UW ASCE Team (Phil, Katarina, Nicki and myself) to help start the conference preparation.



Romulos P. Ragudos, Jr., E.I.T.

YMF Board Representative