

YMF Meeting Minutes
Tuesday, January 6, 2004
King Street Cafe

- 1.0 Call Meeting to Order – 5:37 pm
- 2.0 Secretary's Report (Scott)
 - 2.1 Scott motioned for approval of the minutes with a second from Paulette.
- 3.0 President's Report (Jamie)
 - 3.1 Jamie reviewed the meeting minute action items. See end of these minutes for status.
- 4.0 Vice President's Report (Paulette)
 - 4.1 Calendar of Events – Paulette added the basketball game on February 7, 2004; if there is enough of a response, we will meet at Magoo's beforehand.
 - 4.2 Absentee Committee Reports
 - 4.2.1 Social Activities (Jon) – Jon is sick, so Paulette is collecting money from anyone who wants to attend.
 - 4.3 WRYMC Activities – Paulette handed out an announcement of activities occurring during WRYMC (it contained two special sessions – not a complete list of events). Scott and Geoff reviewed to see if they wanted to attend. The agenda for the conference as a whole has been difficult to acquire.
- 5.0 Treasurer's Report (Geoff)
 - 5.1 There has been little activity within the account. Geoff reimbursed Joanna for her trip to Nashville.
 - 5.2 Vote for approval – Paulette motioned for approval of the Treasurer's Report via email. There were some modifications that had to be made prior to formal approval. Jeff Kalani seconded this motion. Geoff will send out the Treasurer's Report as soon as possible for approval.
- 6.0 Past-President's Report (Jeff)
 - 6.1 YMF Banner/Shirts – there is money available in the budget for this expense (in the Miscellaneous category). See 6.4 for purchase of shirts.
 - 6.2 2004 Golf Outing – the group discussed when we could have this event and the end of the year sounds best. It was suggested that the event take place maybe in September, versus July.
 - 6.3 National Younger Member Group Award – Jeff will complete nomination form for this award and forward it to Jamie to submit.
 - 6.4 Budget for P.E. Refresher – Jeff brought up that there needs to be an evaluation performed on this course to make sure that the course is profitable. If we do not have enough participants then we may not be able to turn a profit on the class. It is also a function of how many books are purchased, not just the number of attendees. Jeff said he would hold off on shirt purchases until we were comfortable that the P.E. course would be a success.
- 7.0 Officer Business (Jamie)
 - 7.1 Awards – M&E Pacific won the Employee Recognition Award. The group discussed who would present this award at the next ASCE Section Dinner Meeting.
 - 7.2 March Meeting Date for YMF – With the WRYMC in late February and some YMF members being out of town the following Tuesday, we decided to move the March YMF meeting to March 9, 2004 at Murphy's.
 - 7.3 Banner Keeper Schedule – Paulette will maintain the banner at the January 15 ASCE Section Meeting.
- 8.0 Committee Reports
 - 8.1 Community Service (Eric)

- The group discussed some events to do in the near future. It was suggested that we do an event April, 2004. Ideas included stenciling of storm drains, a beach cleanup and an event called Christmas in April. Eric will keep people in the loop via email.
- 8.2 Social Activities (Jon)
 - If you do not have money to give Paulette during today's meeting (see item 4.2.1), mail it to Jon. The address was provided by email. The cost is \$9/ticket. Friends and family are welcome to attend the February 7, 2004 UH Basketball game versus San Jose State.
- 8.3 Field Trip (Flo)
 - Flo and Eric to coordinate a date for the next field trip to Eric's project involving thermal desorption of PCB Contaminated Soil. It will likely be a March date. Flo and Eric to coordinate by mid-February to get it posted in the Wiliki.
- 8.4 P.E. Refresher (Lorna)
 - Currently we have 12 students enrolled with 2 on the waiting list. We need additional space for more students. The RM Towill office was suggested but was determined to be too small. Eric thought that he may have a connection for a bigger room.
- 8.5 Website (Joanna)
 - Scott stated that he provided previous minutes to Joanna for posting on the web.
- 8.6 Awards (Vacant)
 - Jeff Kalani to fill out an application for the Private Sector Engineer award. Scott stated that his qualifications were not adequate to have a high probability of winning this award.
 - Edmund Friedman Award – Jeff will think about applying for this award which is due by February 1, 2004.
 - Student Chapter Award – Ron stated that he would prepare the award application for UH.
- 8.7 Practitioner Advisor/Student Chapter (Chris/Ronald)
 - December was finals, so not a lot has been going on at campus.
 - The student chapter raised funds at the December 5 Wahine volleyball event.
 - Christmas Banquet – it was a success, about 60 people attended.
 - The new V.P. of the student chapter is Sam Ondales and the Corresponding Secretary is Sam Pang-Ho.
 - The student chapter will have another stand at the Friday, January 9, 2004 basketball game.
 - The canoe is being worked on.
 - The ASCE Conference in April of 2004 will be in San Luis Obispo. UH will attend.
 - Chris will see if the student chapter can work a food stand at the February 7, 2004 basketball game so that the YMF group can go support it.
 - The goal for raising funds this year for the Student Chapter is not known, but Ron is sending out letters requesting donations very soon.
- 8.8 Job Shadow Program (Chris Souza)
 - Scott and Jeff Kalani both gathered names throughout the process off being previous Job Shadow Chairmen. They will try to formalize the list and get it to Chris by the next meeting.
- 8.9 Wiliki (Lori)
 - Field Trip Announcement – Flo to provide this to Lori once she and Eric have picked a date and time for the visit.
- 9.0 New Business
 - 9.1 No new business.
- 10.0 Next YMF Meeting – The February meeting shall be 6:00 pm on February 3, 2004 at Jose's Cantina (Restaurant Row on Ala Moana Boulevard). The March meeting shall be 6:00 pm on March 9, 2004 at Murphy's Pub (2 Merchant Street or gomurphys.com for directions).
- 11.0 Adjourn Meeting – 6:35 pm.

Action Items

1. Scott (12/2/03): Scott to modify the meeting minutes to reflect action items. COMPLETED 1/6/04.
2. Jamie (12/2/03): Jamie to contact Flo to have her arrange a field trip to Eric DeRuyter's thermal desorption project. COMPLETED 1/6/04.
3. Lori (12/2/03): Lori will ask her friend Christine to make a submission for the Meade Award – it requires submittal of a paper. COMPLETED 1/6/04.
4. Scott (12/2/03): Scott will email a list of Job Shadow contacts that he has gathered since being the chairperson. 1/6/04 – No list exists, Scott and Jeff to both do by next meeting.
5. Scott (12/2/03): Scott will email the form used at ASCE meetings for students to fill out which provides basic information such as major, year of graduation, et cetera. COMPLETED 1/6/04 (Scott handed forms to Chris during the meeting in paper and floppy disk formats).
6. Eric (12/2/03): For the Wiliki -- Santa Paws Writeup – Eric will write an article. COMPLETED 1/6/04.
7. Jon (12/2/03): For the Wiliki -- Upcoming Social Event – Jon will write an announcement. 1/6/04 – Jon not present.
8. Lori (12/2/03): For the Wiliki -- Upcoming Field Trip – Lori will write up or get ahold of Flo to do.
9. Jamie (1/6/04): Jamie to talk to Joanna about making an announcement on the web for the class.
10. Scott (1/6/04): Scott to make sure Joanna has minutes to put on the web.

Respectfully submitted,

Scott Jennings
Secretary