

**YMF Meeting Minutes**  
**Tuesday, September 6, 2005**  
**Hard Rock Café**

- 1.0 Call Meeting to Order – 5:35 pm
- 2.0 Secretary's Report (Florence)
  - 2.1 July and August YMF Meeting Minutes approved
- 3.0 President's Report (Paulette)
  - 3.1 Update status of the August Meeting Action Items
    - 3.1.1 Officers (5/3/05) – Review draft By Laws and be prepared to discuss at September meeting. - By Laws discussed and approved.
    - 3.1.2 Jamie (5/3/05) – T-shirt order to be placed. – Paulette to check with Jamie on status. See 6.1.
    - 3.1.3 Scott (8/2/05) – Update July YMF minutes and e-mail to officers for approval. - Done
    - 3.1.4 Lisa (8/2/05) – Find out about group UH Wahine Volleyball rates for September 10. – Done. See 8.2.1.
    - 3.1.5 Paulette (8/2/05) – Find out about status of West Point Bridge Competition from EC. – Done. Paulette to obtain contact information of high schools and engineering companies.
    - 3.1.6 Scott (8/2/05) – Review budget for FY 2006 – Done. Duty passed to Florence. See 7.4.
    - 3.1.7 Joanna (8/2/05) – Update website with Jamie's information as YMF Treasurer – Done
    - 3.1.8 Paulette (8/2/05) – Find out details regarding volunteers for Popsicle Stick Bridge Competition at UH on November 18. – Paulette to follow-up at October EC Meeting.
    - 3.1.9 Paulette (8/2/05) – Contact Brett Chambers and Brian Enomoto as possible Social Chairperson. - Done
    - 3.1.10 Officers (8/2/05) – Organize/prepare files for turnover
    - 3.1.11 Paulette (8/2/05) – Details of Thank You Dinner to be finalized. Done. See 7.8.
    - 3.1.12 Aaron (8/2/05) – Schedule storm drain stenciling for November. Done. See 8.1.3.
    - 3.1.13 Jeff (8/2/05) – Forward details regarding golf outing on August 26 to Florence for distribution. Done.
- 4.0 Vice-President's Report (Scott)
  - 4.1 Calendar of Events – Updates sent to Joanna for posting on website.
  - 4.2 Absentee Committee Reports – None received
- 5.0 Treasurer's Report (Jamie)
  - 5.1 July and August Treasurer Reports approved.
  - 5.2 Signature Card –September YMF Meeting Minutes needs to be signed by YMF Secretary with signature card with FY06 Officers' signatures
  - 5.3 Turnover of financial records from Jamie to Morgan
- 6.0 Past-President's Report (Jamie)
  - 6.1 T-Shirt Inventory/Reorder – T-Shirt order to be placed by the end of September. Paulette to follow-up with Jamie regarding status of order.
- 7.0 Officer Business (Paulette)
  - 7.1 2006 Officers and Committee Chairs are as follows:
    - President: Florence Ching
    - Vice-President: Scott Jennings
    - Secretary: Lisa Takushi
    - Treasurer: Morgan Branch
    - Past President: Paulette Ujimori
    - PE Refresher Course: Lori Nishida
    - Student Practitioner/Job Shadowing: Chris Souza
    - Awards: Lauren Ishima
    - Social: Brian Enomoto
    - Community Service: Aaron Kam and Emi Kiyoi
    - Website: Joanna Seto
    - Softball: Stuart Ujimori
    - Golf Activities: Jeff Kalani

Field Trip: ?  
Wiliki: Eric Arakawa

- 7.2 September YMF Minutes – Signed copy needed with First Hawaiian Bank signature card.
- 7.3 Officer Turnover – Officers to organize and prepare files for turnover
- 7.4 FY06 Budget – Reviewed and approved
- 7.5 SPAG – Funds need to be utilized for Ronald McDonald House, Storm Drain Stenciling (See 8.1), and the purchase of t-shirts (See 6.1).
- 7.6 YMF Website – Paulette to sit down with Lori Lam and update website contact information. Officers and Chairs to forward information to Paulette.
- 7.7 Banner Keeper Schedule – Banner not needed at September 21 combined meeting with American Water Works Association (AWWA) and Hawaii Water Environment Association (HWEA) at Willows. Paulette and Florence to attend.
- 7.8 Thank You Dinner – Date set for Saturday, October 1 at 6:00 PM at Ige's Restaurant and 19<sup>th</sup> Puka

#### 8.0 Committee Reports

- 8.1 Community Service (Aaron)
  - 8.1.1 Alvah Scott Elementary School Parking Lot – Held on August 6 with 11 participants. Article forwarded to website and Wiliki.
  - 8.1.2 MDA Catch a Cure – Held on August 27 with 10 participants. Article to be forwarded by Jeff to website and Wiliki.
  - 8.1.3 Storm Drain Stenciling – Scheduled for Saturday, November 19 from 8:00 AM – 11:30 AM in Waikele. Training to be scheduled.
- 8.2 Social Activities (Morgan/Lisa/Sherie)
  - 8.2.1 UH Wahine Volleyball – Scheduled for Saturday, September 10. Members to meet before at Magoo's.
- 8.3 Field Trip (Rhen) – No report
  - 8.3.1 Discussed YMF sponsoring session on How To Design for new engineers. Lisa to follow-up with possible speaker.
- 8.4 PE Refresher (Lorna) – No report
- 8.5 Website (Joanna) – No report
- 8.6 Awards (Ann) – No report
- 8.7 Practitioner Advisor / Student Chapter (Chris/Zac) – No report
- 8.8 Job Shadow Program (Chris) – No report
- 8.9 Golf Activities (Jeff)
  - 8.9.1 Golf Outing – Held on August 26 at Royal Kunia Golf Course with pupus at Nancy's Kitchen with 16 participants. Article to be forwarded to website and Wiliki.
- 8.10 Softball (Stuart)
  - 8.10.1 Notice in Wiliki for interested participants to be placed in November Wiliki (October 15 Wiliki deadline)
- 8.11 Wiliki (Lori)
  - 8.11.1 Location of October 4, 2005 Meeting - Sam Snead's Tavern at the Navy-Marine Golf Course Clubhouse
  - 8.11.2 Location of November 1, 2005 Meeting –Ryan's Grill at Ward Centre
  - 8.11.3 Young Government of the Year – Nominations being accepted
  - 8.11.4 MDA Catch a Cure held on August 27, 2005 – Jeff to write
  - 8.11.5 Golf Outing held on August 26, 2005 – Jeff to write
  - 8.11.6 Storm Drain Stenciling to be held on November 19, 2005 – Aaron/Emi to write

#### 9.0 New Business

- 9.1 New chairperson needed for Field Trip. Paulette to follow up with Chris regarding if he will continue as Job Shadowing Chair.
- 9.2 Softball. Interested participants to notify Stuart at October YMF Meeting.

10.0 Next YMF Meeting – 6:00 pm, October 4, 2005 Sam Snead's Tavern

11.0 Adjourn Meeting – 6:44 pm.

Action Items:

**AMERICAN SOCIETY OF CIVIL ENGINEERS**  
**y m f**  
**HAWAII SECTION YOUNGER MEMBER FORUM**

1. Jamie (5/3/05) – T-shirt order to be placed. Paulette to follow-up on status.
2. Paulette (8/2/05) – Find out details regarding volunteers for Popsicle Stick Bridge Competition at UH on November 18.
3. Officers (8/2/05) – Organize/prepare files for turnover
4. Paulette (9/6/05) – Obtain contact information of high school and engineering companies regarding interest in participating and sponsoring West Point Bridge Competition.
5. Morgan (9/6/05) – Signature card from FHB
6. Florence (9/6/05) – Signed September YMF Minutes for signature card
7. Officers and Chairpersons (9/6/05) – Forward contact information for website to Paulette
8. Paulette (9/6/05) – Thank You/Welcome Dinner notice to incoming/outgoing Officers and Chairpersons
9. Aaron and Emi (9/6/05) – Storm Drain Stenciling announcement for distribution, website, and Wiliki
10. Jeff (9/6/05) – Articles for website and Wiliki for MDA Catch a Cure and Golf Outing
11. Lisa (9/6/05) – Follow up with speaker regarding How To Design session
12. Paulette (9/6/05) –Field Trip Chairperson and if Chris will continue as Job Shadowing Chairperson.

Respectfully submitted,

*Florence Ching*

Florence Ching, Secretary