

# Meeting Minutes

2024-2025 Meeting No. 5 (March Board Meeting)

Date: March 11, 2025  
Time: 5:30 PM  
Location: OHM Advisors  
34000 Plymouth Rd.  
Livonia, MI 48150

1. Call to Order (Palazzolo)
  - a. *Call to Order at 5:43 pm*
  - b. *In-person attendees: Steve Matheny, Tavio Palazzolo, Paul Wakefield, Cole Villalobos, Kim Klieber, Bryce Burkett, Kevin Brown, Madison Carlson*  
*Virtual attendees:*
  - c. *Other attendees: Audrey Stahrr, Andre Brooks (virtual), Ashley Lesser (virtual)*
2. Approval of Agenda (Palazzolo)
  - a. *Change Committee Chair to Committee Directors*
    - i. *Motion to approve by Carlson, seconded by Burkett.*
    - ii. *Motion approved unanimously.*
3. Approval of Meeting Minutes
  - a. January 22, 2025
    - i. *Motion to approve by Brown, seconded by Kleiber.*
    - ii. *Motion approved unanimously.*
4. Newsletter (Burkett)
  - a. *No updates. Shooting for another newsletter prior to the end of the Annual Meeting early bird registration period. Potentially print copies for distribution at the Annual Meeting.*
5. Schedule/Calendar (Palazzolo)
  - a. Regions 3, 6, 7 Multi-Region Leadership Conference in Cleveland, Ohio – February 27-March 1, 2025.
    - i. *2027 host awarded to Oklahoma City (alternate is Houston). Apparently, Detroit has hosted too recently to be considered for 2027. A. Lesser said that it required a significant amount of lobbying to get the event in Detroit last time.*
    - ii. *Reach out to Tara Hoke for any questions on liabilities.*
    - iii. *Informz may be an alternative to MailerLite. K. Brown to forward email with information.*
    - iv. *Potentially engage students/membership on the type of events that they would appreciate and attend.*
    - v. *K. brown expressed issues with the website and they said they will look into it.*
    - vi. *Affiliate members may be changed to just “Members” at the national level.*
    - vii. *It was voted on that YMG is up to 35 years old and 5 years in the field. This is relevant for national awards.*
    - viii. *A vote of interest was taken for combining regions into one large region. There was not enough interest to move forward.*
    - ix. *Michigan branches should consider submitting awards as Texas always wins. YMG considering adding responsibility of informing group on social media manager.*
  - b. Monthly Board meeting timeframe/location



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2. Environmental – *No update.*
  3. Geotechnical – *No update.*
  4. Transportation – *No update.*
  5. Structural – *No update.*
8. Past President (Matheny) – *No update*
9. Michigan Section News
- a. Eastern Great Lakes Student Symposium sponsorships
  - b. Scholarships *due around the end of May.*
  - c. Awards update – *only received two submissions. C. Villalobos to ask Brad Shepler if there is a later submission date for the state level. Can still award at the section level.*
10. National News
11. Programs/Events
- a. ASCE Branch/YMG Joint Winter Social recap – *M. Corona to provide a recap at the next meeting.*
12. Action Items
- a. Palazzolo, Wakefield, and Matheny to evaluate the plausibility of a subcommittee to review potential bylaw changes.
  - b. Palazzolo to correct authorized users on Chase account.
  - ~~c. Brown to follow up with YMG regarding hosting MRLC.~~
  - ~~d. Villalobos to report back on Shepler's response on a State website.~~
  - ~~e. Brown to look into "stop payment fee" on statement to determine where this is coming from.~~
  - ~~f. Brown to continue to contact PayPal regarding why account is frozen.~~
  - ~~g. Burkett to send out email informing membership about award applications.~~
  - ~~h. Matheny to check in with Lansing Jackson and Western Branches to discuss participation in those branches.~~
  - ~~i. Palazzolo to email Wakefield regarding Scholarship overage being returned to Branch.~~
  - ~~j. Palazzolo to discuss with Brown, Wakefield and Burkett to complete tasks for Chase account.~~
  - ~~k. Palazzolo to create written procedure on bank transitions for future use.~~
  - ~~l. Brown to create procedure for PayPal transitions for future use.~~
13. Other Items to be Discussed
- a. Bylaw subcommittee
  - b. Board member nominations – *C. Villalobos nominated M. Corona.*
  - c. Social media - LinkedIn
  - d. Other Ideas
14. Adjourn
- a. *Motion to adjourn at 7:27 pm by Klieber, seconded by Brown.*
  - b. *Motion approved unanimously.*

### Upcoming Meetings/Events:

March 20, 2025

YMG Student Night, Lawrence Tech, Southfield

## Meeting Minutes

March 26–28, 2025	Legislative Fly-In, Washington, DC
April 1, 2025 at 5:30 PM	Board Meeting, FKE
April 25, 2025	Annual Meeting, The HUB, Novi
May 6, 2025 at 5:30 PM	Board Meeting, OHM Livonia
May 8, 2025 at 7:30 AM	Michigan Infrastructure Conference, East Lansing
May 13, 2025	Construction Science Expo, Detroit
June 3, 2025 at 5:30 PM	End of Year Meeting, Black Label Tavern
June 19, 2025	Golf Outing, Greystone Golf Club, Washington Twp
October 8–11, 2025	2025 ASCE Convention, Seattle, WA
January 29–31, 2026	Regions 3, 6, 7 MRLC, Chicago, IL

\*Date, time, and location subject to change

### New Action Items

- a. **Brown to forward email with information on Informz.**
- b. **Villalobos to report back on Shepler's response on a State website.**
- c. **Matheny to send Lesser meeting minutes from 2023 – 2024.**
- d. **Carlson to send seminar PDHs.**
- e. **Carlson to send Lesser seminar attendee list.**
- f. **Carlson to coordinate with Brown on seminar payment.**
- g. **Burkett to send email on Branch Board nomination.**
- h. **Burkett to send early bird email reminder for annual meeting.**
- i. **Burkett to login to LinkedIn and coordinate sponsorship forms and make public.**
- j. **Lesser to update M. Michalak on website.**
- k. **Burkett to look into the second avenue bridge project to present at annual meeting.**

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