

**York Chapter**

**Minutes of the Executive Meeting**

Held on Thurs, April 4, 2013 at the Markham Convergence Centre, 7271 Warden Avenue, Markham, ON L3R 5X5

Meeting Chaired by: Dennis Woo, P.Eng.  
Recorded by: Daniel Liao, P.Eng.

<p><b>Executives Present:</b> Dennis Woo, P.Eng. (Chair) Daniel Liao, P.Eng. (Secretary) Paymon Sani, P.Eng. (Director – Education) Rick Vender, P.Eng. (Director – Programs) Ed Fung, P.Eng. (Director – GLP/Business Liaison) Patrick Yeung, P.Eng. (Treasurer) Fiona Leong, EIT (Director – Communications)</p>	<p><b>Executives Absent:</b> Liz Daher, P.Eng. (Director – Awards &amp; Recognition) Vikas Thakur, P.Eng. (Director – Mentoring/EIT) Sarah Jin, P.Eng. (Past-Chair) Gordon Ip, P.Eng. (Vice-Chair) Annabelle Lee, EIT (Director – Certificate)</p>
<p><b>Volunteer Members Present:</b> Matthew Xie, P.Eng. Muhammad Khoja, EIT Kam Leong, P.Eng. Simon Hum, P.Eng. Antony Niro, P.Eng. Rick Carlstrom, P.Eng. Bill Luo, P.Eng. Viswanath Kammula, EIT Kelvin Kwok, EIT Sandeep Pathania, EIT Sarma Vangala, P.Eng.</p>	<p><b>Chapter Members and Guests from other PEO Chapters</b> Howard Huang, EIT Raguram S, CET Doug Reeve, P.Eng. Senthilkumar Nagarajan</p>

Item	Description	Action
Intro 6:50 pm	<ul style="list-style-type: none"> <li>Dennis Woo called the meeting to order at 6:50 p.m.</li> <li>Group introductions (5 min)</li> </ul>	
1.0 Agenda Approval 6:55 pm	<ul style="list-style-type: none"> <li>Motion to approve agenda by Paymon Sani and seconded by Patrick Yeung.</li> </ul>	Info.
2.0 Approval of Minutes 7:00 pm	<ul style="list-style-type: none"> <li>The minutes from the previous meeting were reviewed.</li> <li>Attendee by the name of Raguram S. is a C.E.T., not P.Eng.</li> <li>Motion to adopt minutes of March 7, 2013 as amended, moved by Rick Vender and seconded by Daniel Liao</li> </ul>	Info.

<p>3.0 Chair's Report (Dennis Woo) 7:05 pm</p>	<ul style="list-style-type: none"> <li>• Willowdale/Thornhil AGM at PEO HQ on March 9, 2013 – Dennis &amp; Gordon attended and are looking for ways to collaborate on events</li> <li>• Patrick Yeung reports that chapters are in control on which politician to invite to events</li> <li>• Ryerson guest lecturer series was very well-received</li> </ul>	<p>Info.</p>
<p>4.0 OSPE Update (Gordon Ip) 7:15 pm</p>	<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>	<p>Info.</p>
<p>5.0 Programs Committee Report (Rick Vender) 7:15 pm</p>	<ul style="list-style-type: none"> <li>• S&amp;C Electric tour on March 26 was very successful</li> <li>• In the process of organizing tours at Pratt &amp; Whitney and Bombardier</li> <li>• Would like to arrange a talk by astronaut and MP Marc Garneau</li> <li>• Email blast for boat cruise and wine tasting to go out Friday April 5<sup>th</sup>. Looking to register 160 participants</li> <li>• Golf tournament for Sept. 7<sup>th</sup>, 2013. Contract and financials needs to be finalized</li> </ul>	<p>Info.</p>
<p>6.0 Communications Report (Fiona Leong) 7:38 pm</p>	<ul style="list-style-type: none"> <li>• Consolidated blasts were not as effective as individual blasts</li> <li>• 3 days' notice for blasts and items to be posted on the website</li> <li>• A Blackberry PEO York Chapter mobile app is available via Blackberry Appworld</li> <li>• Communications committee is recruiting volunteers, and interested persons should contact Fiona Leong</li> </ul>	<p>Info.</p>
<p>7.0 Certificate Committee Report (Patrick Yeung) 7:44 pm</p>	<ul style="list-style-type: none"> <li>• Update provided by Patrick Yeung in Annabelle Lee's absence</li> <li>• Bill Luo has volunteered to chair the certificate committee due to Annabelle's unavailability in the upcoming months.</li> <li>• Certificate committee is recruiting volunteers, and interested persons should contact Patrick Yeung in Annabelle's absence.</li> <li>• Need to choose between Sept. 21 and Oct 19 for the Fall Certificate Ceremony</li> </ul>	<p>Info.</p>
<p>8.0 Financial Report (Patrick Yeung) 7:52 pm</p>	<ul style="list-style-type: none"> <li>• Financial snapshot presented by Patrick Yeung</li> <li>• 50% of the allotment from the PEO has been received</li> <li>• Budget for the various committee's activities should be submitted to the Treasurer ahead of time</li> <li>• Expense report template will be sent out to executives and volunteers</li> </ul>	<p>Info.</p>
<p>9.0 Education Committee Report (Paymon Sani) 8:00 pm</p>	<ul style="list-style-type: none"> <li>• Design Challenge was held on March 28, 2013, 4 – 8 pm</li> <li>• Edited video of the event was shown by Paymon Sani</li> <li>• Politician Julia Munro was shown to be in attendance</li> <li>• Overall a very successful event</li> <li>• Muhammad Khoja is recognized for helping with the event</li> </ul>	<p>Info.</p>
<p>10.0 GLP/Business Liaison Committee Report (Ed Fung) 8:16 pm</p>	<ul style="list-style-type: none"> <li>• GLP Academy to be held this year, which includes a presentation by a political consultant, to be held on June 8, 2013.</li> <li>• Antony Niro and Daniel Liao have already committed to attend</li> <li>• Howard Huang volunteered to attend</li> <li>• Antony Niro gave a talk on the topic of Transportation to engage the government and engineers</li> <li>• Frank Klees identified as a potential invitee to the event as he is a transportation critic</li> <li>• Ed is looking to collect business contacts from chapter volunteers for a centralized database</li> </ul>	<p>Info.</p>
<p>11.0 Mentorship/EIT Committee Report (Daniel Liao) 8:24 pm</p>	<ul style="list-style-type: none"> <li>• Mentorship/EIT report given by Daniel Liao in Vikas' absence</li> <li>• Prof. Doug Reeve, P.Eng. was introduced</li> <li>• A brochure was handed out by Prof. Reeve which details the possible topic for the seminar in May or June</li> </ul>	<p>Info.</p>

12.0 Awards Committee Report (Matthew Xie) 8:40 pm	<ul style="list-style-type: none"> <li>• Awards Committee report given by Matthew Xie in Liz Daher's absence</li> <li>• Matthew requested to be named a co-chair of Awards Committee</li> <li>• More volunteers are needed for the process</li> <li>• Awards committee is recruiting volunteers, and interested persons should contact Matthew Xie or Liz Daher</li> </ul>	Info.
13.0 Other Business 8:45 pm	<ul style="list-style-type: none"> <li>• Patrick Yeung introduced the Big Bike fundraiser for the Heart &amp; Stroke Foundation, tentatively to be held on July 6<sup>th</sup> on Bullock Dr. in Markham, between noon and 2 pm.</li> </ul>	Info.
14.0 Adjournment/ Next Meeting 9:00 pm	<ul style="list-style-type: none"> <li>• Motion by Rick Vender and seconded by Ed Fung to adjourn the meeting. The meeting was adjourned at 9 pm</li> <li>• Next meeting will be held on Thursday, <b>May 2nd, 2013 at 6:30pm</b> at the Markham Convergence Centre.</li> </ul>	All to Note

Cc. All Executives/Present  
East Central Regional Councillors  
Chapter Manager