



York Chapter

Minutes of the Executive Meeting

Held on Thurs, January 9, 2014 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.

Executives Present: Dennis Woo, P.Eng. (Chair) Fiona Leong, EIT (Director – Communications) Daniel Liao, P.Eng. (Secretary) Patrick Yeung, P.Eng. (Treasurer) Annabelle Lee, P.Eng. (Director – Certificate) Sarah Jin, P.Eng., F.E.C. (Past-Chair) Paymon Sani, P.Eng. (Director – Education) Rick Vender, P.Eng. (Director – Programs) Liz Daher, P.Eng. (Director – Awards & Recognition)	Executives Absent: Vikas Thakur, P.Eng. (Director – Mentoring/EIT) Ed Fung, P.Eng. (Director – GLP/Business Liaison) Gordon Ip, P.Eng., F.E.C. (Vice-Chair) Bill Luo, P.Eng. (Deputy Director – Certificate)
Volunteer Members Present: Matthew Xie, P.Eng. Winston Lew, P.Eng. Kam Leong, P.Eng., F.E.C. David Sanz, P.Eng. Maricon Aquino, P.Eng.	Chapter Members and Guests from other PEO Raguram S., CET K. Karuna, CET

Item	Description	Action
Intro 7:00 pm	<ul style="list-style-type: none"> Dennis Woo called the meeting to order at 7:00 p.m. Round table introductions 	
1.0 Agenda Approval 7:00 pm	<ul style="list-style-type: none"> Motion to approve agenda by Liz Daher and seconded by Annabelle Lee. 	Info.
2.0 Approval of Minutes 7:00 pm	<ul style="list-style-type: none"> The minutes from the previous meeting were reviewed and corrections were noted. Motion to adopt minutes of Dec. 5th, 2013 as amended by Sarah Jin and seconded by Paymon Sani. 	Info.

<p>3.0 Chair's Report (Dennis Woo) 7:05 pm</p>	<ul style="list-style-type: none"> • Year-end balances submitted to Changiz, waiting to hear back on allotment • Kam to forward contact info to Dennis regarding McClelland Financial Group Scholarship • Plan to raise the profile of the Chapter through offering scholarships through universities • Reach out to businesses (your own or networks) to promote sponsorship of prizes, tables, etc. • Rick and Maricon provided an update on new initiatives for "Women in Engineering" • 5% discount for York Chapter members on in-store purchases at Canada Computers was announced • Dennis will be consulting committee chairs for the Annual Review 	<p>Info.</p>
<p>4.0 OSPE Update 7:10 pm</p>	<ul style="list-style-type: none"> • Nothing to report 	<p>Info.</p>
<p>5.0 Programs Committee Report (Rick Vender) 7:15 pm</p>	<ul style="list-style-type: none"> • Rick provided a summary on upcoming events in January and February 	
<p>6.0 Communications Report (Fiona Leong) 7:20 pm</p>	<ul style="list-style-type: none"> • Visibility on Facebook was increased subsequent to the latest Mathletics event, followers doubled • Discussion ensued on the merits of shifting focus from Facebook to LinkedIn for raising the profile of the Chapter on social networks 	<p>Info.</p>
<p>7.0 Certificate Committee Report (Annabelle Lee) 7:25 pm</p>	<ul style="list-style-type: none"> • Mayor of Markham confirmed attendance at upcoming CPC • MPPs have not yet confirmed • City of Markham will sponsor two tables and a half-page advertisement space at the upcoming CPC 	<p>Info.</p>
<p>8.0 Awards Committee Report (Liz Daher) 7:35 pm</p>	<ul style="list-style-type: none"> • 9 applications were received for EPOTY Award • Judging panel is assembled • Finalists have not been selected • Still seeking sponsors for the award 	<p>Info.</p>
<p>9.0 Financial Report (Patrick Yeung) 7:55 pm</p>	<ul style="list-style-type: none"> • Financials presented by Patrick Yeung • Expenditures by the programs and education committees towards the end of 2013 helped the Chapter reach its balance target • 2014 budget has been submitted • Those in need of reimbursement should submit expenses asap 	<p>All to note</p>
<p>10.0 Education Committee Report (Paymon Sani) 8:20 pm</p>	<ul style="list-style-type: none"> • A small net cost was absorbed by the Chapter for the latest Mathletics event • Discussion ensued on the merits of purchasing the high-lumen projectors • Regarding the upcoming design challenge – a high-speed camera will need to be either rented or purchased • Currently seeking sponsors for the design challenge 	<p>Info.</p>

11.0 GLP/Business Liaison Committee Report (Ed Fung) 8:30 pm	<ul style="list-style-type: none"> • None to report 	Info.
12.0 Mentorship/EIT Committee Report (Vikas Thakur) 8:40 pm	<ul style="list-style-type: none"> • None to report 	Info.
13.0 Other Business 8:45 pm	<ul style="list-style-type: none"> • Discussion on Chapter's commitment to the 2014 summer cruise • Sarah reminded everyone on the election process during the upcoming AGM 	Info.
14.0 Adjournment/ Next Meeting 9:00 pm	<ul style="list-style-type: none"> • Motion by Rick Vender and seconded by Patrick Yeung to adjourn the meeting. The meeting was adjourned at 8:50 pm • Next meeting will be held on Thursday, February 6th, 2014 at 6:30pm at the Markham Convergence Centre. 	All to Note

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