



York Chapter

Minutes of the Executive Meeting

Held on Thursday Oct 8, 2015 at Markham Convergence Centre, at 7271 Warden Ave, Markham, ON L3R 5X5

Meeting Chaired by: Paymon Sani, P.Eng.
Recorded by: Patrick Yeung, P.Eng.

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| <p>Executives Present: Paymon Sani, P.Eng. (Chair) Patrick Yeung, P.Eng. (Secretary) Annabelle Lee, P.Eng. (Treasurer) Elmer Ting, P.Eng. (Mentoring/E.I.T.) Fiona Leong, E.I.T. (Awards/Recognition) Rick Vender, P.Eng. (Programs) Helen Deng, P.Eng. (Communications) Lui Tai, P.Eng. (Education) Paul Zhao, E.I.T. (Certificate) Maricon Aquino, P.Eng. (W.I.E.) Daniel Liao, P.Eng. (Government Liaison Program)</p> | <p>Executives Absent: Gordon Ip, P.Eng (Vice Chair) Dennis Woo, P.Eng. (Past-Chair)</p> |
| <p>Volunteer Members Present: Gallant Ng, E.I.T. Matthew Xie, P.Eng. Mohammad Nikbakhsh, E.I.T. Chandler Zhu, P.Eng. Tolulope Fadiya, E.I.T. Raheleh Niati, E.I.T. Darren Verasammy, E.I.T. Maryam Moafimadani Nicholas Lo</p> | <p>Guests and Chapter Members from other PEO Chapters</p> |

| Item | Description | Action |
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| Intro 7:00 pm | <ul style="list-style-type: none"> Paymon Sani called the meeting to order at 7 pm. | Info. |
| 1.0 Agenda Approval 7:02 pm | <ul style="list-style-type: none"> Approval of Agenda was motioned by Rick Vender and seconded by Paymon Sani. | Info. |
| 2.0 Approval of Minutes 7:05 pm | <ul style="list-style-type: none"> Approval of Sept Minutes was motioned by Helen Deng and seconded by Daniel Liao. Introduction of Meeting attendees. | Info. |

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| <p>3.0 Chair's Report (Paymon Sani) 7:10 pm</p> | <ul style="list-style-type: none"> • Paymon reported on attending East Central Regional Congress on Sept 16, 2015. Brought up Chapter By-law updates; regulatory functions of Chapters; 2016 Regional Allotment is expected to increase by 10%; Instructions of Invitation to Chapter Events; Continued Professional Development (CPD). • PEO's Queens Park Reception – There are two spots for York Chapter Executives. Paymon takes one spot. Daniel asked for one more name. Patrick Yeung and Maricon Aquino put up hands. Daniel will advise on whom will be accepted by PEO Head Office. | <p>Info. Info.</p> |
| <p>4.0 Vice Chair's Report (Gordon Ip) 7:25 pm</p> | <ul style="list-style-type: none"> • Gordon was not available. No updates. | <p>Info.</p> |
| <p>5.0 Financial Report (Annabelle Lee) 7:26 pm</p> | <ul style="list-style-type: none"> • Annabelle presented Transportation Symposium A/C Receivables re Siemens \$5,994.87 • Informed Executives of new Eventbrite fees structure • Presented Chapter's Profit and Loss, Balance Sheet and Sept 2015 Bank Statement. • There was \$43,355.86 credit balance in TD Bank. • Financials were motioned to be approved by Lui and seconded by Maricon. All Executives in favour. | <p>Info. Note</p> |
| <p>13.0 Women in Engineering (Maricon Aquino) 7:38 pm</p> | <ul style="list-style-type: none"> • Maricon reported on OSPE Women Mentorship Program; Women in Engineering Advisory Committee (WEAC) Fall Forum; • Inspired Living Workshop will be postponed to First Quarter in 2016. • There is interest shown by attendees in the Sept CPC Event. • Investigating "mini" session in November 2015. | <p>Info.</p> |
| <p>6.0 Certificate Committee Report (Paul Zhao) 7:42 pm</p> | <ul style="list-style-type: none"> • Paul reported on Fall Certificate Presentation Ceremony (CPC) • There were 43 new P.Eng.; Two Scholarship Recipients. • Many good photos were shown. • All in attendance gave praises to Paul for a job well done. • Big Banners were thought to be in poor shape (material being too thin.) | <p>Info.</p> |
| <p>7.0 Programs Committee Report (Rick Vender) 7:51 pm</p> | <ul style="list-style-type: none"> • Rick reported on Sept 19th Seminar (Hey, I'm in charge... Now what?) It drew a full house of 60 attendees. • Positive feedback on Speaker Gerry Call • Photos were shown. | |
| <p>8.0 Communications Report (Helen Deng) 7:55 pm</p> | <ul style="list-style-type: none"> • Helen set up web sites & Eventbrite pages for various Chapter Committees • Preparing for Chapter's 2015 Annual Newsletter • Commented that there have been 3 to 4 eBlasts per week sent to York Chapter Members. • Best day of week for eBlasts shall be at the beginning of a week. | <p>Info.</p> |
| <p>9.0 Awards Committee Report (Fiona Leong) 8:10 pm</p> | <ul style="list-style-type: none"> • Fiona working on Project of the Year Award (POTYA) Application Forms and website. • Committee will offer \$100 prize for members who can bring in a new Application. • She recorded 40 hits on POTYA website since the prize announcement. | <p>Info.</p> |

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| <p>10.0 Education Committee Report (Lui Tai) 8:14 pm</p> | <ul style="list-style-type: none"> • Lui reported on Engineering Student Scholarship Recipients were Amanda Mills, Claire Dederer and William Yang. Amanda and Claire were presented Awards at Fall CPC; William will receive his Award at AMD Mathletics on November 14 2015 • Education volunteers are refining questions. • Venue has been booked through York Regional District School Board (YRDSB); eBlast to be sent shortly • Will assist Willowdale Chapter with their first Mathletics Event • Need Chapter Laptops, Projectors, microphones and banners on Event day • Need software upgrades – One Exec said Chapter budget is available to purchase needed hardware and software. Will only need Chapter Executives to approve. • Needing volunteers on Event day on Nov 14th. | <p>Info.</p> <p>Note</p> <p>Note</p> |
| <p>11.0 GLP/Business Liaison Committee Report (Daniel Liao) 8:30 pm</p> | <ul style="list-style-type: none"> • Daniel reported Fall CPC Political attendees - Michael Chan, Joe Li, Karen Wilson, Matteo Guinci and Neera Chakravorty. They all were well treated. • Nominating MPP Gila Martow for MPP Awards • Queens Park Reception on October 21st 2015 | <p>Info.</p> <p>Info.</p> |
| <p>12.0 Mentorship/EIT Committee Report (Elmer Ting) 8:36 pm</p> | <ul style="list-style-type: none"> • Elmer showed many good photos of Events such as Road to P.Eng. (Oct 3rd) and E2E Networking (Oct 6th) • Upcoming Event Accelerated Mentoring on Nov 7th 2015 • ACCES Employment would like to collaborate with York Chapter on hosting Events. • Elmer looking for mentors with 8 to 10 years work experience • Matthew Xie cautioned on collaborating with ACCES • Matthew commented on York University Capstone Project | <p>Info.</p> <p>Note</p> |
| <p>13.a 2016 ETS Symposium (Dennis Woo) 8:50 pm</p> | <ul style="list-style-type: none"> • Patrick presented slides prepared by 2016 ETS Chair Dennis Woo • ETS: Acronym for Engineering Technologies Symposium • Symposium date is March 22nd 2016; Venue: Hilton Suites Markham • Committee – Dennis Woo, Patrick Yeung and Gordon Ip • Main partner will be Siemens Canada • Benefits - Increase visibility for Engineers; Public awareness of Engineering Profession • Four (4) tracks – Renewable Technologies; Transportation Technology; Industry 4.0; Engineering Health Science Technologies • Helen will be asked to handle communications to Chapter members • Needing volunteers on Event day • Further details to be made known in December Chapter Meeting. • One Exec commented about Siemens outstanding account receivable • Annabelle said 2015 Transportation Symposium shortfall was about \$1,000. • Two Execs commented that ETS Project timeline is tight • One suggested to postpone ETS to April or May 2016 • Helen asked to receive ETS eBlast Communications Plans ASAP • Two Execs were supportive of holding 2016 ETS • Patrick is asked to relay comments to Dennis | <p>Info.</p> <p>Note</p> |
| <p>14.0 Other Business 9:10 pm</p> | <ul style="list-style-type: none"> • East Central Region Town hall Meeting to be held on Nov 12th 2015 • Members are asked to support this Town Hall by registering online. • Patrick will send further information to Meeting attendees on this topic. • Paymon recommended on using new initiative (Google Cloud) to collect Committee Reports for Chapter Meetings. • Rick suggested modern and faster payment re Program Expenses • Annabelle will investigate on this matter, and report back. • Patrick shared useful web page for PEO Templates and Forms - www.chapters.peo.on.ca | <p>Info.</p> <p>Note</p> <p>Note</p> |

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| 15.0 Adjournment 9:15 pm | <ul style="list-style-type: none">• Meeting adjournment motioned by Annabelle• Next meeting will be held on Thursday, Nov 5, 2015 at 6:30pm, at the Markham Convergence Centre. | Info. Note |
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Cc. All Executives, East Central Regional Councillors, Chapter Manager, Volunteers-in-attendance