



York Chapter

Minutes of the Executive Meeting

Held on Thursday, January 3, 2013 at the Markham Convergence Centre, 7271 Warden Avenue, Markham, ON L3R 5X5

Meeting Chaired by: Sarah Jin, P.Eng.
Recorded by: Gord Young, P.Eng.

<p>Executives Present: Sarah Jin, P.Eng. (Chair) Gordon Ip, P.Eng. (Vice-Chair) Kam Leong, P.Eng. (Past-Chair) Simon Hum, P.Eng. (Treasurer) Gord Young, P.Eng. (Secretary) Patrick Yeung, P.Eng. (Director – Certificates) Dennis Woo, P.Eng. (Director – Communications) Rick Vender, P. Eng. (Director – Mentoring)</p>	<p>Absent: Paymon Sani, P.Eng. (Director – Education) Sadiq Pirani, P. Eng. (Director – GLP) Donald Eng, P.Eng. (Director – Programs) Annabelle Lee, EIT (Director – EIT)</p>
<p>Volunteer Members Present:</p>	<p>Chapter Members and Guests from other PEO Chapters</p>
<p>Matthew Xie Gerry Meade Fiona Leong Daniel Liao Zahra Majlesi</p>	<p>Thomas Chong Mandana Fazl Mohammed Abushaban Tony Tsui</p>

Item	Description	Action
<p>1.0 Agenda Approval</p>	<ul style="list-style-type: none"> Sarah Jin called the meeting to order at 7:00 p.m. Thomas Chong asked to add a discussion of Chapter funding to the Other Business section Motion to approve agenda as modified moved by Gordon Ip and seconded by Simon Hum. 	<p>Info.</p>
<p>2.0 Approval of Minutes</p>	<ul style="list-style-type: none"> The minutes from the previous meeting were reviewed. Motion to adopt minutes of December 6, 2012, moved by Gordon Ip and seconded by Rick Vender. 	<p>Info.</p>

3.0 Chair's Report (Sarah Jin)	<ul style="list-style-type: none"> Sarah explained that she has a priority to ensure a smooth transition to the new chair who will be taking over at the AGM in February. She feels that it is a big job to oversee York Chapter which is one of the most active chapters in PEO and that there are many people who are responsible for maintaining that level of activity. She encouraged everyone who would consider to take on the role of chair and will offer her full support during their term as chair. 	Info.
4.0 OPSE Update	<ul style="list-style-type: none"> No update given. 	
5.0 Programs Committee Report (Sarah on behalf of Don Eng)	<ul style="list-style-type: none"> The chapter has been approached by another financial institution to do a seminar, but Sarah had to say no at this time. The chapter should limit itself to 1 or 2 financial seminars per year. The planned tour of S&C Electric needs to be pushed back. Rick Vendor will coordinate it. Sarah mentioned that a talk by Mark Carney of Western Mechanical on the development of the SkyBridge between two condos in Concord would be a good event. Kam Leong is organizing this year's golf tournament for September 21st at Angus Glen. 	Info.
6.0 Communications Report (Dennis Woo)	<ul style="list-style-type: none"> The newsletter is set to be sent out for delivery tomorrow (Jan 7th). Dennis demonstrated the peoyork.com forums, which will be a good way for committees to communicate. EIC is the first one to go on-line. 	Info.
7.0 Certificate Committee Report (Patrick Yeung)	<ul style="list-style-type: none"> The next certificate ceremony will be held on February 16th at the Hilton Suites in Markham. Free parking will be provided for the guests. Eventbrite will be set up once the agenda and pricing has been finalized. Frank Klees (MPP for Newmarket) will be in attendance. This will coincide with the Chapter's AGM which occurs before the event and is open to all chapter members. 	Info.
8.0 Financial Report (Simon Hum)	<ul style="list-style-type: none"> Financial sheets presented by Simon Hum. Motion to approve and accept the 2012 year-end chapter finances statement into record by Patrick Yeung and seconded by Kam Leong. The motion was unanimously approved with no opposed and no abstains. (8 for and 0 against). A copy of this report is available on request. 	Info.
9.0 Education Committee Report (Paymon Sani)	<ul style="list-style-type: none"> The Design Challenge is scheduled for March 28th (during National Engineering Month). That is the current focus of the education committee. The next committee meeting is on January 14th. 	Info.
10.0 GLP Committee Report (Sarah Jin on behalf of Sadiq Pirani)	<ul style="list-style-type: none"> PEO is planning a "Take Your MPP to Work" event in February to bring MPPs and local engineering companies together for mutual benefit. York Chapter has been chosen to be a pilot chapter and is looking for companies to get involved. 	Info.

11.0 Mentorship Committee Report (Rick Vender)	<ul style="list-style-type: none"> • An appreciation meeting for mentorship participants was held on December 8th. • Reviewing last year's mentorship program, Rick feels the biggest challenge was keeping the enthusiasm for participants up throughout the year. The key might be to schedule more frequent (monthly) events. • Rick is arranging a 1 year free trial of Mentor City for York Chapter members. 	Info.
12.0 EIT Committee Report (Annabelle Lee)	<ul style="list-style-type: none"> • No update given.. 	Info.
12.5 Awards Committee Report (Liz Daher)	<ul style="list-style-type: none"> • The top three submissions for the Engineering Project of the Year award will be chosen and will present to the committee on February 9th. The winner will then be chosen to receive the award at the Certificate Ceremony on Feb 16th. • The plan is that all 3 finalists will be able to be present and have displays at the Certificate Ceremony. 	Info.
13.0 Other Business	<ul style="list-style-type: none"> • Matthew Xie reviewed the requirements for the upcoming election of directors and encouraged all to consider running: • To apply you need 2 nominations from P.Eng. members. Send a short write up why you are running for the board of directors. You should not have past criminal records. The deadline for applying is Feb 2nd which is 2 weeks before the AGM. 	Info.
14.0 Adjournment/ Next Meeting	<ul style="list-style-type: none"> • Motion by Sarah Jin and second by Dennis Woo to adjourn the meeting. The meeting was adjourned at 8:30 pm • Next meeting will be held on Thursday, February 7th, 2013 at 6:30pm at the Markham Convergence Centre. 	All to Note

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