



York Chapter

Minutes of the Executive Meeting

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

Meeting Chaired by: Patrick Yeung, P.Eng.
Recorded by: Daniel Liao, P.Eng.

<p>Executives Present: 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)</p>	<p>Executives Absent: Fiona Leong, EIT (Director – Communications) Dennis Woo, P.Eng. (Chair) 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)</p>
<p>Volunteer Members Present: Paul Chak, P.Eng. Paul Zhao, P.Eng. Matthew Xie, P.Eng. Winston Lew, P.Eng. Kam Leong, P.Eng., F.E.C.</p>	<p>Chapter Members and Guests from other PEO Howard Huang, EIT Thomas Chong, P.Eng.</p>

Item	Description	Action
Intro 7:05 pm	<ul style="list-style-type: none"> Patrick Yeung called the meeting to order at 7:05 p.m. Round table introductions 	
1.0 Agenda Approval 6:55 pm	<ul style="list-style-type: none"> Motion to approve agenda by Liz Daher and seconded by Rick Vender. 	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 Nov. 7th, 2013 as amended by Paymon Sani and seconded by Liz Daher. 	Info.

<p>3.0 Chair's Report (Patrick Yeung) 7:05 pm</p>	<ul style="list-style-type: none"> • Press release for Engineering Project of the Year has been done. • Members should utilize their networks to encourage companies to apply for the award. • Dennis is scheduling a lunch to discuss the Women in Engineering Event. 	<p>Info.</p>
<p>4.0 OSPE Update 7:10 pm</p>	<ul style="list-style-type: none"> • Kam Leong announced that he is now in the Infrastructure task force at OSPE. 	<p>Info.</p>
<p>5.0 Programs Committee Report (Rick Vender) 7:15 pm</p>	<ul style="list-style-type: none"> • Mentors are encouraged to sign up for the mentoring program and be paired up with mentees • Fiona to create a new ad to showcase the advantages of mentoring • Hoping to have 20 to attend the mentoring event. • Reviewed all the events scheduled for December 	
<p>6.0 Communications Report (Fiona Leong) 7:20 pm</p>	<ul style="list-style-type: none"> • Update was provided as per agenda slides. • Prompt responses from all executives to Fiona is critical for the annual newsletter 	<p>Info.</p>
<p>7.0 Certificate Committee Report (Annabelle Lee) 7:25 pm</p>	<ul style="list-style-type: none"> • 34 recipients so far for the next CPC • The larger ballroom at the Hilton is booked for the event • Annabelle to confirm with Ed Fung on which politician(s) to have present at the upcoming CPC for speeches or otherwise • Committee is seeking volunteers 	<p>Info.</p>
<p>8.0 Awards Committee Report (Liz Daher) 7:35 pm</p>	<ul style="list-style-type: none"> • All engineering companies who meet requirements, regardless of location within ON, are encouraged to apply • Solicitation for applications is strongly encouraged • Committee is always open to new suggestions on the Distinguished Volunteer Award. • Discussed the merit of having the Past-Chair as a judge 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 • The Chapter has received the CPC reimbursement from PEO HQ • Chapter's account statement was presented • Instalment from PEO expected early in the new year • Motion to approve the Chapter's financials by Rick Vender and seconded by Paymon Sani. 	<p>All to note</p>
<p>10.0 Education Committee Report (Paymon Sani) 8:20 pm</p>	<ul style="list-style-type: none"> • Tribute made to Mathletics volunteers for a successful event • 91 students participants plus parents attended, approx. 200 in total • Chapter is seeking recognition from PEO HQ • Financials of the Mathletics event requires reviewing 	<p>Info.</p>
<p>11.0 GLP/Business Liaison Committee Report (Patrick Yeung) 8:30 pm</p>	<ul style="list-style-type: none"> • Ed attended a cocktail event with Dr. Helena Jaczek, MPP on Nov. 27th • Plans to attend Christmas Yuletide Gathering, held by Frank Klees, MPP, at St. Andrew's Golf Club. All are welcome. 	<p>Info.</p>

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"> • First Robotics Canada June 4th to 7th, looking for volunteers, sponsorship, and liaison with the business community. Contact Paymon • Next golf tournament update provide by Kam Leong. 	Info.
14.0 Adjournment/ Next Meeting 9:00 pm	<ul style="list-style-type: none"> • Motion by Sarah Jin and seconded by Annabelle Lee to adjourn the meeting. The meeting was adjourned at 8:50 pm • Next meeting will be held on Thursday, January 9th, 2014 at 6:30pm at the Markham Convergence Centre. 	All to Note

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