



York Chapter

Minutes of the Executive Meeting

Held on Thurs, June 5th, 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.

<p>Executives Present: Dennis Woo, P.Eng. (Chair) Daniel Liao, P.Eng. (Secretary) Patrick Yeung, P.Eng. (Treasurer) Ed Fung, P.Eng. (Director – GLP/Business Liaison) Elmer Ting, P.Eng. (Director – Mentoring/EIT) Paymon Sani, P.Eng. (Director – Education) Liz Daher, P.Eng. (Director – Awards & Recognition) Rick Vender, P.Eng. (Director – Programs)</p>	<p>Executives Absent: Gordon Ip, P.Eng., F.E.C. (Vice-Chair) Fiona Leong, EIT (Director – Certificate) Annabelle Lee, P.Eng. (Director – Communications) Sarah Jin, P.Eng., F.E.C. (Past-Chair)</p>
<p>Volunteer Members Present: Kam Leong, P.Eng., F.E.C. Paul Chak, EIT Maricon Aquino, P.Eng. Behdad Norouzi, P.Eng. Matthew Xie, P.Eng. Kenneth Tam, EIT Sue Matty, EIT Lui Tai, P.Eng. Neil Gour, EIT Muhammad Khoja, EIT</p>	<p>Guests and Chapter Members from other PEO Chapters Lloyd Canis, CA</p>

Item	Description	Action
Intro 6:50 pm	<ul style="list-style-type: none"> Dennis Woo called the meeting to order at 7:00 p.m. 	
1.0 Agenda Approval 6:55 pm	<ul style="list-style-type: none"> Motion to approve agenda by Paymon Sani and seconded by Ed Fung. Round-table introductions 	Info.
2.0 Approval of Minutes 7:00 pm	<ul style="list-style-type: none"> The minutes from the previous meeting were reviewed Motion to adopt minutes of May 1st, 2014 by Patrick and seconded by Elmer Ting. 	Info.

<p>3.0 Chair's Report (Dennis Woo) 7:05 pm</p>	<ul style="list-style-type: none"> • Discussed holding Transportation Forum to tackle congestion problems in York Region. Timeline for holding event is in September/October. Reviewed the list of potential sponsors. • Motion to plan for Transportation Forum made by Paymon, seconded by Ed. Majority vote for approval was observed. • Women in Engineering event – Maricon to provide more details • Boat Cruise – volunteers required • Golf Tournament - brochure was handed out • Summer 2014 – Chapter budgeting and planning for post-AGM 2015 	<p>Info.</p>
<p>4.0 OSPE Update 7:10 pm</p>	<ul style="list-style-type: none"> • No updates • Women in Engineering update provided by Maricon during this slot 	<p>Info.</p>
<p>5.0 Programs Committee Report (Rick Vender) 7:10 pm</p>	<ul style="list-style-type: none"> • Review of last month's events • 3000 views on EventBrite for the cruise – good sign • Volunteers are required for dock-side check in to avoid long line-ups • New boat cruise check-in system to speed up the check in process based on checking in groups/tables at a time • Motion by Rick Vender to pay Jack de Keyzer and band in full at the boat cruise seconded by Paymon Sani. Majority vote for approval was observed, with no nays or abstentions 	<p>Info.</p>
<p>6.0 Communications Report (Annabelle Lee) 7:25 pm</p>	<ul style="list-style-type: none"> • Update provided by Dennis on "Anti-Spam" rules with a legal perspective (CASL) • Chapter communication to members cannot be commercial in nature 	<p>Info.</p>
<p>7.0 Certificate Committee Report (Fiona Leong) 7:35 pm</p>	<ul style="list-style-type: none"> • Fiona Leong not in attendance • CPC will be held on September 27th 	<p>Info.</p>
<p>8.0 Awards Committee Report (Liz Daher) 7:40 pm</p>	<ul style="list-style-type: none"> • Discussed feasibility of free admission for awards recipients and their spouses at the upcoming CPC • Discussed possibility of a poster presentation at the Fall CPC to attendees to showcase their projects, theses, work, etc. 	<p>Info.</p>
<p>9.0 Financial Report (Patrick Yeung) 7:40 pm</p>	<ul style="list-style-type: none"> • Patrick discussed bank balance • Major transactions were reviewed • Committee budgets need to be submitted to Patrick • Questions regarding budgeting should be directed to Patrick 	<p>All to note</p>
<p>10.0 Education Committee Report (Paymon Sani) 7:50 pm</p>	<ul style="list-style-type: none"> • Mathletics and Design Challenge fee will be \$10/student • Scholarship application info is now live at YR schools, financial details shared by Paymon • Paymon is looking for 2 more volunteers to take charge, one for Mathletics and one for Design Challenge 	<p>Info.</p>
<p>11.0 GLP/Business Liaison Committee Report (Ed Fung) 7:55 pm</p>	<ul style="list-style-type: none"> • Everyone is encouraged to vote on June 12 • Motion to appoint David Sanz as deputy GLP director by Ed, seconded by Paymon. Majority vote of approval observed, with no nays or abstentions 	<p>Info.</p>
<p>12.0 Mentorship/EIT Committee Report (Elmer Ting) 8:00 pm</p>	<ul style="list-style-type: none"> • Licensure Assistance Program email blast went out to EITs for the orientation • Elmer is still looking for P.Eng.'s to sign up as mentors 	<p>Info.</p>

13.0 Women in Engineering (Maricon Aquino) 8:15 pm	<ul style="list-style-type: none"> • Key event on June 12, looking for more attendees to sign up • A number of notable speaker will be on hand, including a 2-time gold medalist, main focus is women working in teams • Event will be advertised at the Boat Cruise upcoming Saturday • Child-minding will be available at the event 	Info.
14.0 Other Business 8:20 pm	<ul style="list-style-type: none"> • McLelland requires an invoice for golf and sponsorship • Email system needs to be updated for better communication with members, issue brought up by Rick for Thomas to address • Rick discussed possibility of bringing technical training programs at University of Wisconsin – Madison to YR • 3500 lumen projectors that were ordered have arrived, Paymon reports • Committees can request individual banners, with designs to be spec'd by the chairs. Budget is available 	All to Note
15.0 Adjournment 9:00	<ul style="list-style-type: none"> • Motion to adjourn meeting by Rick Vender, seconded by Ed Fung • Next meeting will be held on Thursday, September 4th, 2014 at 6:30pm at the Markham Convergence Centre. 	

Cc. All Executives, East Central Regional Councillors, Chapter Manager, Volunteers-in-attendance