



York Chapter

Minutes of the Executive Meeting

Held on Thursday, June 9, 2016 at Markham Convergence Centre 7271 Warden Ave, Markham ON L3R 5X5

Meeting Chaired by: Gordon Ip, P.Eng.

Recorded by: Sarah Jin, P.Eng.

Executives Present: Gordon Ip, P.Eng. (Chair) Patrick Yeung, P.Eng. (Vice-Chair) Sarah Jin, P.Eng. (Secretary) Annabelle Lee, P.Eng. (Treasurer) Dennis Woo, P.Eng. (Past-Chair) Rick Vender, P.Eng. (Program & WIE Director) Elmer Ting, P.Eng. (Mentorship & EIT Director) Fiona Leong, EIT (Awards & Recognition Director) Lui Tai, P.Eng. (Education Director) Russ Couprie, P.Eng. (Certificate Director)	Absent: Ed Fung, P.Eng. (Business Liaison Director) Daniel Liao, P.Eng. (GLP Director) Paymon Sani, P.Eng. (Scholarship Director)
Committee & Chapter Members Present: Prasanna Yogandhan, EIT Cathy Zheng, P.Eng. Darren Verasammy, EIT Kambiz Mossadegh, EIT Nicholas Lo, EIT David Esfardi, P.Eng. Kam Leong, P.Eng. Golestari Elanz, EIT Fariborz Vosough, EIT	Guests from other PEO Chapters Anton Dubov, ASME

Item	Description	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> Gordon called the meeting to order. Time: 6:55 pm. Round of introduction of attendees Motion to approve agenda was motioned by Russ and seconded by Dennis. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	Info. Decision
2.0 Approval of Minutes	<ul style="list-style-type: none"> Reviewing Minutes from May 12. Time: 7:10 pm. Motion to adopt minutes was moved by Elmer and seconded by Rick. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	Info. Decision

<p>3.0 Chair's Report (Gordon Ip)</p>	<p><u>Key Updates from East Central Regional Congress</u></p> <ul style="list-style-type: none"> • 2017 Chapter business plans are due by June 30, 2016 • RCC Special Project Funding due July 15th for August 6th RCC - \$17K available <ul style="list-style-type: none"> -Will be submitting LAP Extension funding request? Any others? • EDU Committee Special Projects – Full \$8K still available <ul style="list-style-type: none"> -Lui planned to expend program to high school, Gordon suggest to apply for PEO education special project. \$8000 • GLP Special Funding – Mandatory contact Jeannette Chau > \$234/riding • Continuing Professional Competency Task Force Update • CASL Update <ul style="list-style-type: none"> • Implied consent expires July 2, 2017 • Campaigner solution being worked on to prevent excessive work for Chapter • Upcoming PEO events calendar – Gordon to post on Google Drive 	<p>Info</p> <p>Note</p> <p>Decision</p>
<p>4.0 Vice-Chair's Report (Patrick Yeung)</p>	<ul style="list-style-type: none"> -Heart and Stroke Foundation Big Bike Ride date will be July 23rd 2016. Start time 12 noon. - committee to fill half of the big bike (15 people) - TD Bank sponsorship - TD can partnership with the branches to sponsor PEO York Chapter; still working on it 	<p>Info</p>
<p>5.0 Financial Report (Annabelle Lee)</p>	<ul style="list-style-type: none"> • Annabelle shows 2017 Financial Planning before submit to PEO HQ on June 30, 2016 • Annabelle explain forecast 2017 2nd half year, our expenses maybe very tight to budget. • 2017 business plan 2016 allotment = \$50,000 2017 request = \$75,000 • Motion to change annual paper newsletter to PDF via email, to save \$12k a year <ul style="list-style-type: none"> - Moved by Rick; second by Dennis. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. • May balance sheet, P&L and Budgets vs. Actual, <ul style="list-style-type: none"> - Moved by Rick; second by Patrick. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED. 	<p>Info</p> <p>Note</p> <p>Decision</p>
<p>5.1 Communication Report (Annabelle Lee)</p>	<ul style="list-style-type: none"> - 2017 Business Plan <ul style="list-style-type: none"> - it was strongly suggested that we do not put forth a budget that is significantly higher than what we were allocated for 2016 - 2016 Allotment = \$50,700 - 2017 Request = \$75,500 - High reliance on Program Committee to generate profit = not sustainable 	<p>Info</p> <p>Decision</p>
<p>6.0 Certificate Committee Report (Paymon on behalf of Russ Couprie)</p>	<ul style="list-style-type: none"> • Fall ceremony scheduled for: Sat Sept 24 <ul style="list-style-type: none"> - Venue: Hilton Toronto / Markham Suites @ 8500 Warden Ave - \$78 - \$83 per plate depending on food selections (+7% from AGM) - Looking for suggestions on Keynote speakers <ul style="list-style-type: none"> o Judge Nancy Siew performed Citizenship Reaffirmation Ceremony at spring CPC - Working with Annabelle to control cost • Data chart, attendants are up and down comparing Spring and Fall <ul style="list-style-type: none"> - Spike on AGM, fall is lower (less than 50% invitee attended the event) 	<p>Info</p>

<p>7.0 Program Committee Report (Rick Vender)</p>	<ul style="list-style-type: none"> • Finishing up the last few events before the summer break. • Working with Jacquie Hermans on a new 2.5 - 3 hour seminar for the Fall, called "Leading Engaging Meetings that Inspire Innovation". • Tomorrow (6/10), we have a tour of Prodomax, a Barrie company that builds robotic manufacturing lines. In a couple of weeks, on June 29th, we have a joint event with SAE, called "Safety Engineering of Electric Vehicle Batteries in Canada". • Repeat of the UOIT ACE tour with Peterborough Chapter members signing up. In late September. • \$1500 from Ellis Don, originally intended to finance the Emotional Intelligence seminar, went to Scholarship. Will advertise Ellis Don logo at the bottom of several future eblasts. 	<p>Info</p>
<p>7.1 Women In Engineering (Cathy Zheng)</p>	<ul style="list-style-type: none"> • Overcoming Gender Issues to Empower Your Engineering Career is next Tuesday. Although popular when done for the 800 AMSE Ontario members a few months ago, we are having trouble getting attendees. Have offered free tickets to a few organizations such as EllisDon. • Working on a September presentation with Marilyn Spink, P.Eng. who has had an interesting professional career and is the Lieutenant Governor Appointee to PEO Council 	<p>Info</p>
<p>8.0 Awards & Recognition Committee Report (Fiona Leong)</p>	<ul style="list-style-type: none"> • All debt were paid; • No new activities 	<p>Info</p>
<p>9.0 Education Committee Report (Lui Tai)</p>	<ul style="list-style-type: none"> • Education Conference took place on May 13/14. Dr. Phil Sullivan and Paymon attended the event. Dr. Sullivan submitted a paper to Minister of Education expressing concern with the current math curriculum in Ontario. • Created Focus Group for Mathletics. Questions are being reviewed for their appropriate difficulty level and correct phrasing. • Brainstorming new event to try on high school students, while creating funding for scholarship. 	<p>Info</p>
<p>10.0 Scholarship Committee Report (Lui Lai on behalf of Paymon Sani)</p>	<ul style="list-style-type: none"> • Scholarships are sponsored by EllisDon, McClelland Financial and our chapter • The online scholarship form is available at: http://www.peoyork.com/scholarship • Application deadline is Friday, July 1 at midnight. The recipients will be announced by Wednesday, July 20. • Looking for local schools to hold Math and Design Challenge competitions to raise funds towards 2017 scholarship program • Please contact Paymon at scholarship@peoyork.com to help with evaluating applications and/or providing school contacts • Annabelle said, Scholarship funding will be from HQ \$1000; rest from sponsorship, not chapter allotment. The goal of 2016 is to keep total 3 recipients. (total 3 x \$1500) 	<p>Info</p>

<p>11.0 GLP Committee Report (Gordon Ip on behalf of Daniel Liao)</p>	<ul style="list-style-type: none"> • Mentioned in the May/June publication of Engineering Dimensions (article on next slide) 	<p>Info</p>
<p>12.0 Business Liaison committee Report (Dennis Woo on behalf of Ed Fung)</p>	<ul style="list-style-type: none"> • Establish foundation to run 1 to 1 for students , Dennis can raise \$2000 from KPMG • get banks sponsorship • the goal is, PEO York chapter to pay high school student to working experience (potential issues: T4, liability to students). Chapter maybe name this funding as scholarship or sponsorship to students 	
<p>13.0 Mentorship / EIT Committee Report (Elmer Ting)</p>	<ul style="list-style-type: none"> • Resume Boot Camp (June 11), ticket sold out <ul style="list-style-type: none"> - learn how to write an effective resume from engineering recruiters - get direct feedback on your resume in 1:1 review sessions • Licensure Assistance Program Orientation (June 21) <ul style="list-style-type: none"> - 22 pairs of Guides and EITs matched - Training, Networking and Orientation Session • EIT vs. engineer - Archery Tag, August 	<p>Info</p>
<p>14.0 Other Business (ALL)</p>	<ul style="list-style-type: none"> • Gordon represented, Ed Poon to initiate “Engineering for a day”, similar to “Take Our Kids to Work” date; bring Grade 9 students to go to work at engineering environment; event need funding; discuss round table • ASME thank York chapter to advertise their event at U of T • ASME will start Green Belt course, information will be available to York chapter members 	<p>Info</p>
<p>15.0 Adjournment/ Next Meeting</p>	<ul style="list-style-type: none"> • Motion by Rick, seconded by Elmer, to adjourn the meeting. Time: 8:33 pm. • Next meeting will be held on Thursday, Sep 8 at 6:30pm at the Markham Convergence Centre 7271 Warden Ave, Markham ON L3R 5X5 	<p>Decision</p> <p>Info</p>

Cc. [All Executives/Present](#)
[East Central Regional Councilors](#)
[Chapter Manager](#)