



York Chapter

**Minutes of the Executive Meeting**

Held on Thursday, Dec 8, 2016 at Yummy Grill, 531 Atkinson Ave, Thornhill, ON L4J 8L7

Meeting Chaired by: Gordon Ip, P.Eng.  
Recorded by: Elmer Ting, P.Eng.

<p><b>Executives Present:</b> Gordon Ip, P.Eng. (Chair) Annabelle Lee, P.Eng. (Treasurer) Elmer Ting, P.Eng. (Mentorship &amp; EIT Director) Russ Couprie, P.Eng. (Certificate Director) Fiona Leong, EIT (Awards &amp; Recognition Director) Paymon Sani, P.Eng. (Scholarship Director) Rick Vender, P.Eng. (Program &amp; WIE Director) Lui Tai, P.Eng. (Education Director) Ed Fung, P.Eng. (Business Liaison Director)</p>	<p><b>Absent:</b> Dennis Woo, P.Eng. (Past-Chair) Patrick Yeung, P.Eng. (Vice-Chair) Sarah Jin, P.Eng. (Secretary) Daniel Liao, P.Eng. (GLP Director)</p>
<p><b>Committee &amp; Chapter Members Present:</b> Darren Verasammy, P.Eng. Melvin Battiston, P.Eng. Wayne Kerr, P. Eng. Mohamad Balmouni, EIT Hazmeh Nataj, EIT</p>	<p><b>Guests from other PEO Chapters</b></p>

Item	Description	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> <li>Gordon called the meeting to order. Time: 7:23pm.</li> <li>Round of introduction of attendees</li> <li>Motion to approve agenda was motioned by Rick and seconded by Annabelle. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED.</li> </ul>	Info.  Decision
2.0 Approval of Minutes	<ul style="list-style-type: none"> <li>Reviewing Minutes from Nov 10 Time: 7:15 pm.</li> <li>Motion to adopt minutes with corrections was moved by Lui and seconded by Russ. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED.</li> </ul>	Info.  Decision

<p>3.0 Chair's Report (Gordon Ip)</p>	<ul style="list-style-type: none"> <li>• Chapter Leaders Conference Nov. 19, 2016             <ol style="list-style-type: none"> <li>1. PEO Registrar Gerard McDonald address</li> <li>2. Chapter Success stories</li> <li>3. PEO's brand &amp; what chapters can do to help                 <ul style="list-style-type: none"> <li>▪ Soliciting ideas</li> </ul> </li> </ol> </li> <li>• CPD now called PEAK (Professional Evaluation and Knowledge)             <ul style="list-style-type: none"> <li>• Active March 1, 2017</li> <li>• Chapters asked to set an example, try it out and provide feedback</li> </ul> </li> <li>• Attended York University Capstone close off             <ul style="list-style-type: none"> <li>• 8 industry advisors/mentors from Chapter</li> <li>• Student's design phase completed, heading to build phase</li> <li>• Good experience from all involved</li> </ul> </li> </ul>	<p>Info  Note</p>
<p>4.0 Vice-Chair's Report (Patrick Yeung)</p>	<ul style="list-style-type: none"> <li>• No update</li> </ul>	<p>Info</p>
<p>5.0 Financial Report (Annabelle Lee)</p>	<ul style="list-style-type: none"> <li>• Estimated year end balance provided</li> <li>• Annabelle to send projected year-end balance to Changiz</li> <li>• Balance sheet, P&amp;L and Budget vs. Actual,             <ul style="list-style-type: none"> <li>- Motion to approve Balance Sheet and P&amp;L was motioned by Rick and seconded by Lui. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED.</li> </ul> </li> </ul>	<p>Info  Decision</p>
<p>5.1 Communication Report (Annabelle Lee)</p>	<ul style="list-style-type: none"> <li>• Annual Newsletter sent out this week</li> <li>• Suggestions: provide pdf version, message in email to click to open web version</li> </ul>	<p>Info</p>
<p>6.0 Certificate Committee Report (Russ Couprie )</p>	<p>Spring ceremony Booked Feb. 11, 2016</p> <ul style="list-style-type: none"> <li>• Haven't received list of recipients from PEO yet, planning in progress</li> </ul>	<p>Info</p>
<p>7.0 Program Committee Report (Rick Vender)</p>	<ul style="list-style-type: none"> <li>• Summarized Nov/Dev events and upcoming Jan/Feb events</li> <li>• Tap water event very well attended</li> <li>• Organization Agility event advertised with other chapters, trying to increase numbers, encouraging others to post on LinkedIn</li> <li>• Electrical Network high voltage system event in late Jan</li> </ul>	<p>Info</p>

7.1 Women In Engineering (Rick Vender)	<ul style="list-style-type: none"> <li>No update</li> </ul>	Info.
8.0 Awards & Recognition Committee Report (Fiona Leong)	<ul style="list-style-type: none"> <li>Calling &amp; canvassing of companies in progress by volunteers</li> <li>Any volunteers getting 5,10,15 year pin should contact Chair</li> <li>All committees should send list of active volunteers to Fiona for service recognition</li> </ul>	Info
9.0 Education Committee Report (Lui)	<ul style="list-style-type: none"> <li>Capstone Project <ul style="list-style-type: none"> <li>8 PEO York Chapter members acting as advisors</li> </ul> </li> <li>IMAX movie: "Dream Big" <ul style="list-style-type: none"> <li>Seeing if IMAX can sponsor screening, along with other chapters. NEM Ontario is also asking about sponsorship</li> </ul> </li> <li>Design Challenge: 2017 (Boat Design) <ul style="list-style-type: none"> <li>Seeking volunteers</li> </ul> </li> </ul>	Info
10.0 Scholarship Committee Report (Paymon Sani)	<ul style="list-style-type: none"> <li>3 (previous) recipients splitting \$1000 from PEO, 2 are available to attend certificate ceremony</li> </ul>	Info
11.0 GLP Committee Report (Daniel Liao)	<ul style="list-style-type: none"> <li>Update from Wayne: Monday Dec 12 event with Chris Ballard, MPP (no further details)</li> </ul>	Info
12.0 Business Liaison committee Report (Ed Fung)	<ul style="list-style-type: none"> <li>Approaching HR organizations for HR contacts to promote internship program</li> <li>Also looking into promoting Internship program for students to participate during school hours, invite to participate in summer internship</li> </ul>	Info
13.0 Mentorship / EIT Committee Report (Elmer Ting)	<ul style="list-style-type: none"> <li>EITs vs. Engineer s Curling held on December 3 2hrs (training, competition, prizes) went very well</li> <li>E2E Networking being planned for early 2017</li> </ul>	Info
14.0 Other Business (ALL)	<ul style="list-style-type: none"> <li>Discussion on possible venues for next meeting, no decision made</li> </ul>	Info

15.0 Adjourn ment/ Next Meeting	<ul style="list-style-type: none"> <li>• Meeting adjourned by Gordon. Time: 8:40 pm.</li> <li>• Next meeting will be held on <b>Thursday, Jan 12 at 6:30pm</b> (meeting place will be announced)</li> </ul>	Decision  Info
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Cc. All Executives/Present  
East Central Regional Councilors  
Chapter Manager