



York Chapter

**Minutes of the Executive Meeting**

Held on Thursday, Jan. 12, 2017 at Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario

Meeting Chaired by: Gordon Ip, P.Eng.  
Recorded by: Sarah Jin, P.Eng.

<b>Executives Present:</b> Gordon Ip, P.Eng. (Chair) Annabelle Lee, P.Eng. (Treasurer) Dennis Woo, P.Eng. (Past-Chair) Sarah Jin, P.Eng. (Secretary) Daniel Liao, P.Eng. (GLP Director) Elmer Ting, P.Eng. (Mentorship & EIT Director) Russ Couprie, P.Eng. (Certificate Director) Fiona Leong, EIT (Awards & Recognition Director) Rick Vender, P.Eng. (Program & WIE Director) Lui Tai, P.Eng. (Education Director)	<b>Absent:</b> Patrick Yeung, P.Eng. (Vice-Chair) Paymon Sani, P.Eng. (Scholarship Director) Ed Fung, P.Eng. (Business Liaison Director)
<b>Committee &amp; Chapter Members Present:</b> Nicholas Lo, EIT Ahmadreza Jafari, P.Eng. Anton Dubov, P. Eng. Kambiz Mosaddegh, P.Eng. Hannah Ehtemam, EIT Mohamad Mahmoudipour, EIT Hazmeh Nataj, EIT Tolulope Fadiya, EIT Matthew Xie, P.Eng. Darren Verasammy, P.Eng. Ursula Susunaga, P. Eng. Kam Leung, P. Eng.	<b>Guests from other PEO Chapters</b>

Item	Description	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> <li>Gordon called the meeting to order. Time: 7:18pm.</li> <li>Round of introduction of attendees</li> <li>Motion to approve agenda was motioned by Russ and seconded by Rick. 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 Dec. 8 Time: 7:20 pm.</li> <li>Motion to adopt minutes with corrections was moved by Russ and seconded by Rick. 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>• PEO Governing Council Candidates Election</li> <li>• All Candidates Meeting / Debate – Feb 4<sup>th</sup> at KPMG (concord location) <ul style="list-style-type: none"> <li>- Looking for Organizer, moderator</li> <li>- Allow candidates to present their platforms and Q&amp;A sessions</li> </ul> </li> </ul> <p>Motion to hold this event was moved by Denis and seconded by Sarah. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED.</p> <ul style="list-style-type: none"> <li>• Chapter AGM – Feb 11<sup>th</sup> Due to Gordon and Annabelle will be absent on the date, Vice Chair Patrick will be host for the evening; if Patrick will not be available, Past Chair Denis will chair AGM; Matthew Xie will be nomination chair to run AGM, co-chair Russ Couprie; Denis will present financial report.</li> <li>• Chapter Elections for 2017-2018 – Feb 11<sup>th</sup></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>• 2016 year end balance \$9,546</li> <li>• Dec. Balance sheet, P&amp;L and Budget vs. Actual,</li> <li>• 2017 Allotment , confirmed \$51k <ul style="list-style-type: none"> <li>- Motion to approve Balance Sheet and P&amp;L was motioned by Denis and seconded by Rick. Motion unanimously approved with no opposed and no abstains. MOTION CARRIED.</li> </ul> </li> <li>• 2017 allocation per committee</li> </ul>	<p>Info  Decision</p>
<p>5.1 Communication Report (Annabelle Lee)</p>	<ul style="list-style-type: none"> <li>• Annual Newsletter was sent on Dec. 8</li> <li>• Stats: 27% open email, 2% actually open image and “read”,</li> <li>• Click-to-open rate 7.71%; Click Through Rate 2.1%</li> </ul>	<p>Info</p>
<p>6.0 Certificate Committee Report (Russ Couprie)</p>	<p>AGM and Winter CPC scheduled for Sat, Feb 11</p> <ul style="list-style-type: none"> <li>• Venue: Hilton Toronto / Markham Suites @ 8500 Warden Ave</li> <li>• AGM Agenda: (Free for all Chapter members) <ul style="list-style-type: none"> <li>4:00pm – 4:30pm Registration for AGM (light refreshments)</li> <li>4:30pm – 6:00pm PEO York Chapter AGM &amp; Election for new Board of Executives</li> <li>6:00pm – 6:10pm First Executive Board Meeting</li> </ul> </li> <li>• Certificate Ceremony: (Agenda to be confirmed) <ul style="list-style-type: none"> <li>5pm – 6:00pm Arrival and Registration</li> <li>6:00 – 7pm Intro, speeches, and EPOTY Awards</li> <li>7pm – 8:20pm Dinner</li> <li>8:20pm – 10pm speeches, certificate presentations, draw prizes</li> </ul> </li> <li>• Only 26 Certificate recipients this session, compared to 65 in fall '16</li> <li>• Pricing increased \$3 per plate; tickets are \$85 each</li> </ul> <p>Event Planning</p> <ul style="list-style-type: none"> <li>• Resources required: <ul style="list-style-type: none"> <li>– Emcee</li> <li>– Speaker for Introduction and Welcome (Gordon?)</li> <li>– Event day volunteers (8)</li> <li>– Confirmed attendance from PEO and OSPE reps (Gordon?) <ul style="list-style-type: none"> <li>• Max 10 minute speech from each</li> </ul> </li> <li>– Sponsorship tables / booths showcasing other chapter</li> </ul> </li> </ul>	<p>Info</p>

7.0 Program Committee Report (Rick Vender)	<ul style="list-style-type: none"> <li>• Activities: <ul style="list-style-type: none"> <li>○ Why Engineers should Invest in Real Estate – Jan.10</li> <li>○ Has the AMA Exposed the Health Impact of LED Lights? – Jan. 18</li> <li>○ Electricity Planning in Transition – Jan. 26</li> <li>○ New Concepts in Modular Construction – Feb. 8</li> <li>○ Forensic Engineering, so what's the Poop? – Feb. 15</li> <li>○ Contractor or Employee: Which is Best? – Feb 22</li> </ul> </li> <li>• Discussion items:</li> <li>• Cancelled - The Keys to Organizational Agility</li> </ul>	Info
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>• Helping companies to complete all the applications</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>• Mainly arranged by Matthew Xie</li> <li>• 8 PEO York Chapter members acting as advisors</li> <li>• 12 engineering projects including social robot, LEGO sorter, nature disaster routing tool, navigation tools etc.</li> <li>• Group met at beginning of semester, and subsequently met individually to provide preliminary design review</li> <li>• Critical design review and team dinner held on Dec 7 at York University</li> </ul> </li> <li>• IMAX movie: "Dream Big" <ul style="list-style-type: none"> <li>○ Originally participating as part of NEM Ontario's National Engineering Month 2017</li> <li>○ Promote Engineering to the Public</li> <li>○ Qualifies for the Innovation Fund by NEM</li> <li>○ "Dream Big" <a href="#">Trailer</a></li> <li>○ Unfortunately it has been cancelled by NEM due to lack of funding</li> </ul> </li> <li>• Design Challenge: 2017 (Boat Design) <ul style="list-style-type: none"> <li>○ This year's challenge: Boating</li> <li>○ Engineering principle of Buoyancy, Speed &amp; Productivity</li> <li>○ Construction and testing is taking place at U of T Institute for Aerospace Studies</li> <li>○ Currently meeting bi-weekly at UTIAS, more frequent in February</li> </ul> </li> </ul>	Info
10.0 Scholarship Committee Report (Paymon Sani)	<ul style="list-style-type: none"> <li>• No report</li> </ul>	Info

11.0 GLP Committee Report (Daniel Liao)	<ul style="list-style-type: none"> <li>• Updates from the Government Liaison Committee:</li> <li>• New Fundraising Rules effective Jan. 1: <ul style="list-style-type: none"> <li>○ Politicians cannot attend party/constituency fundraisers</li> <li>○ Corporations, groups (inc. PEO), unions cannot donate</li> </ul> </li> <li>• Burden Reduction Act: <ul style="list-style-type: none"> <li>○ Permanent repeal of Industrial Exception passed 2<sup>nd</sup> reading</li> <li>○ 2 PC MPPs and 4 NDP MPPs spoke in favour of PEO's position</li> <li>○ Legislature will vote once they return Feb. 21</li> </ul> </li> <li>• Need an MPP for Feb. CPC – Any Suggestions? Reza Moridi</li> </ul>	Info
12.0 Business Liaison committee Report (Denise on behalf of Ed Fung)	<ul style="list-style-type: none"> <li>• Contact Benson, “<a href="http://www.myfirstcareer.ca/">http://www.myfirstcareer.ca/</a>”, invite professionals to high school kids, explore different job opportunities, instead of simple going to university</li> <li>• Chapter paid (sponsored) this organization \$500</li> <li>• Ed will organize event</li> </ul>	Info
13.0 Mentorship / EIT Committee Report (Elmer Ting)	<ul style="list-style-type: none"> <li>• E2E Engineering Networking! St. George Centre 9116 Bayview Ave Richmond Hill, ON L4B 3M9</li> <li>•</li> </ul>	Info
14.0 Other Business (ALL)	<ul style="list-style-type: none"> <li>• Meeting venue is good; we will bring projector for future meeting</li> </ul>	Info
15.0 Adjournment/ Next Meeting	<ul style="list-style-type: none"> <li>• Meeting adjourned by Gordon. Time: 9:10 pm.</li> <li>• Next meeting will be held on <b>Thursday, Feb 9 at 6:30pm</b> (meeting place <b>Courtyard Toronto Markham</b>, 65 Minthorn Blvd, Thornhill, Ontario)</li> </ul>	Decision  Info

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