



York Chapter

Minutes of the Executive Meeting

Held on Thursday June 14, 2018 at Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario

Meeting Chaired by: Lui Tai, P.Eng.
Recorded by: Oliver Xiao, EIT

Executives Present: Lui Tai, P.Eng. (Chair) Abhishek Shah, P.Eng (Treasurer) Oliver Xiao, EIT (Secretary) Elmer Ting, P.Eng. (EIT) Kim Keoponnreay, EIT (WIE) Daniel Cho, EIT (Education) Ayoub Amouch, EIT (Communications) Zohaib Tanveer (Award) Hannah Ehtemam, P.Eng (GLP) Gallant Ng, EIT (ex Communications)	Absent: Ed Fung, P.Eng. (Business) Fiona Leong, EIT (Certificate) Annabelle Lee, P.Eng. (Vice Chair) Gordon Ip, P.Eng. (Past Chair) Jennifer Lu, EIT (Program)
Committee & Chapter Members Present: Aarik Subramanyam, EIT Svetlana Bass, P.Eng. Tommy Sin, P.Eng. Ammanuel Eyasu, P. Eng. Andy Ambanloc, EIT Jane Cho Jiaming Liang, EIT	Guests from other PEO Chapters Keivan Torabi, P.Eng.

	<ul style="list-style-type: none">• Mississauga chapter received 2 honors• This year will promote more and choose someone new		
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5.0 Financial Report	<p>By Abhishek S.</p> <ul style="list-style-type: none"> ● Please complete 2019 Business Planning package by all team ASAP ● April financial report slides reviewed <ul style="list-style-type: none"> ▪ Motioned by Hannah, seconded by Kim. ▪ Motion unanimously approved with no opposed and no abstains ● May financial report slides reviewed <ul style="list-style-type: none"> ▪ Motioned by Oliver, seconded by Elmer. ▪ Motion unanimously approved with no opposed and no abstains 	8:20 pm 8:21 pm 8:25pm	Info Decision. Decision.
6.0 Communication Report	<p>By Ayoub Amouch</p> <ul style="list-style-type: none"> ● Described previously completed events and tasks ● By Lui: next step will be Eblast for Big Bike and iFly ● Tommy: security update for chapter's website, not certified ● Ayoub call for deputy, volunteer can contact Ayoub 	8:28 pm	Info
7.0 Certificate Committee Report	<p>By Lui on behalf of Fiona Leong</p> <ul style="list-style-type: none"> ● Approximately 50-60 recipients ● Fiona changed the venue for September in Vaughan 	8:40 pm	Info
8.0 Program Committee Report	<p>By Lui on behalf of Jennifer Lu</p> <ul style="list-style-type: none"> ● iFly <ul style="list-style-type: none"> ▪ Collaborate with Lake Ontario chapter to increase participation ▪ Jennifer is asking for re-quote ● PEAK Presentation <ul style="list-style-type: none"> ▪ Event was successful (55/60 people attended) ▪ Jennifer will follow up if PEO is going to cover the cost ▪ In the future, we need to promote events as PEAK exp hours ● Potential future events <ul style="list-style-type: none"> ▪ Have 2 potential events ▪ Will start to charge 	8:45 pm	Info
9.0 Women In Engineering	<p>By Kim Keoponnreay</p> <ul style="list-style-type: none"> ● Engineering Symposium <ul style="list-style-type: none"> ▪ Work intensively on topics, website and other promotional materials ▪ Need more help ▪ City of Vaughan is interested ● Aarik is organizing a walking event to celebrate INWED on June 23rd. Everyone is welcome 	8:52 pm	Info.
10.0 Awards & Recognition Committee Report	<p>By Zohaib</p> <ul style="list-style-type: none"> ● Described 2 events ● Engineering award starts end of the year ● Will host an info session later in the summer ● Tommy is selected to be the deputy award director ● Oliver: need to promote early (at CPC and Symposium) ● Lui: described award selection process ● Lui: keep track of volunteer year and order of honor submission 	9:00 pm	Info
11.0 Education Committee Report	<p>By Daniel Cho</p> <ul style="list-style-type: none"> ● Planned one scholarship this year <ul style="list-style-type: none"> ▪ Problem with AMD, funding is not received ● Mathletics is coming up. Call for volunteers and questions contribution ● MEM Design Challenge was successful in March. Event described by Daniel. ● Call for volunteers <ul style="list-style-type: none"> ▪ Volunteers needed for different events and tasks ▪ Propose new events (eg: Hackathon) ▪ Advice welcome to shape event 	9:08 pm	Info

12.0 GLP Committee Report	by Hannah E <ul style="list-style-type: none"> ● Reached out to candidates before election. Waiting list from PEO office after the election. Will congratulate them and sending invitation if needed. ● Hannah: please contact if require GLP assistance ● Lui: next CPC can invite municipal officials 	9:15 pm	Info
13.0 Business Liaison committee	By Lui Tai on behalf of Ed Fung <ul style="list-style-type: none"> ● Secure support from city of Vaughan ● Chamber of commerce is using city connection to support us ● City panel sponsor with free table (\$4000) ● Will work with symposium team for further tasks 	9:20 pm	Info
14.0 Mentorship / EIT Committee Report	By Elmer Ting <ul style="list-style-type: none"> ● York chapter Mentorship Program on Dimensions Magazine <ul style="list-style-type: none"> ▪ Great achievement ▪ All: congratulations to Elmer ▪ Article is in Dimension Magazine also available online ● LAP orientation on June 26 <ul style="list-style-type: none"> ▪ 40 people signed up ▪ Welcome new instructors Abhishek and Tommy ▪ Hannah: OSPE have some helpful course available ● Mock PPE exam before actual PPE exam on Aug 11 <ul style="list-style-type: none"> ▪ Will provide lunch ▪ Someone from PEO will come to discuss the answers at the event 	9:24 pm	Info
15.0 Other Business	Open to all attendees <ul style="list-style-type: none"> ● Abhishek <ul style="list-style-type: none"> ▪ Trip options for team building event and cost need further discussion ● Lui Tai <ul style="list-style-type: none"> ▪ Call for participation for Big Bike and Summer BBQ events 	9:30 pm	Info
16.0 Adjourn ment/ Next Meeting	<ul style="list-style-type: none"> ● All items on agenda completed. Meeting adjourned by Lui. ● Next meeting will be held on Thursday Sept 13th, 2018 at 6:30pm (meeting place Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario) 	9:40 pm	Decision Info