



York Chapter

Minutes of the Executive Meeting

Held on Thursday Nov 08, 2018 at Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario

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

Executives Present:	Absent:
Lui Tai, P.Eng. (Chair). Annabelle Lee, P.Eng. (Vice Chair). Abhishek Shah, P.Eng. (Treasurer). Gordon Ip, P.Eng. (Past Chair) Oliver Xiao, EIT (Secretary) Fiona Leong, EIT (Certificate). Elmer Ting, P.Eng. (EIT). Kim Keoponnreay, EIT (WIE). Ed Fung, P.Eng. (Business) Jennifer Lu, EIT (Program) Hannah Ehtemam, P.Eng. (GLP) Daniel Cho, EIT (Education)	Ayoub Amouch, EIT (Communications) Zohaib Tanveer, P. Eng. (Award)
Committee & Chapter Members Present:	Guests from other PEO Chapters
Tommy Sin, P.Eng. (Deputy Award) Aarik Subramanyam, EIT Sharon Chen, EIT Tianyou Situ, P.Eng. Gallant Ng, P.Eng. Dmitri Lozenko, EIT Jo Liang, EIT Rajiv Srivastava, P.Eng. Andy Ambanloc, EIT Yusuf Solimon, EIT Ali Musavi, EIT Sifat Amin, EIT	

	<ul style="list-style-type: none">▪ Oliver: select deputy communication director on this meeting, and inform the director of the discussion and let him decide at next meeting.▪ Motion to call for deputy communication director <p>Motioned by Gordon, seconded by Oliver. Motion unanimously approved with no opposed and Lui abstains</p> <ul style="list-style-type: none">▪ Tian and Sharon volunteered to be deputies communication directors.▪ Will keep cc communications	7:55 pm	Decision
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5.0 Financial Report	<p>By Abhishek S.</p> <ul style="list-style-type: none"> ● \$2500 cheque successfully returned to City of Vaughan ● Note to all execs to attach receipt with their claims ● Send fund request until end of the year ● September financial report slides reviewed <ul style="list-style-type: none"> ▪ Motioned by Daniel, seconded by Kim. ▪ Motion unanimously approved with no opposed and no abstains ● October and CPC financial report slides reviewed <ul style="list-style-type: none"> ▪ Motioned by Daniel, seconded by Fiona. ▪ Motion unanimously approved with no opposed and no abstains 	8:05 pm 8:10 pm 8:12 pm	Info Decision. Decision.
6.0 Communication Report	<p>Absent</p> <ul style="list-style-type: none"> ● Info updates 	8:15 pm	Info
7.0 Certificate Committee Report	<p>By Fiona Leong</p> <ul style="list-style-type: none"> ● Winter CPC and AGM confirmed ● Feb 23 at Paramount Event Venue Vaughan 	8:18 pm	Info
8.0 Program Committee Report	<p>By Jennifer Lu</p> <ul style="list-style-type: none"> ● Structural Condition event was a very successful paid event with 30/30 sold out. At different venue, more networking for younger members. ● PEAK event was also successful <ul style="list-style-type: none"> ▪ 59/60 tickets sold ▪ Big thanks to Lui and Oliver ● Upcoming events <ul style="list-style-type: none"> ▪ BAI communications by Ken from TTC on Nov 27th @ Social Coffee & Tea ▪ Career development session with Hilda Gan. Photo session for attendees. Date TBD. ● Allyship event <ul style="list-style-type: none"> ▪ Jennifer and Kim attended ▪ Topic on equality ▪ Will seek potential collaborations with non-engineering associations 	8:20 pm	Info
9.0 Women In Engineering	<p>By Kim Keoponnreay</p> <ul style="list-style-type: none"> ● KPMG smart city event <ul style="list-style-type: none"> ▪ Nov 22, 2018 ▪ Wine & cheese event ▪ Invited guests from different associations ▪ May incur a lost depends on attendance ● Collaborate with Jennifer on Photo and Networking event ● Potential event on Public Speaking and Team Building ● Potential collaboration with Toronto East Chapter for a tour at Toronto Water Distribution System 	8:30 pm	Info.
10.0 Awards & Recognition Committee Report	<p>By Tommy on behalf of Zohaib</p> <ul style="list-style-type: none"> ● Submitted volunteer list to HQ ● Will keep promoting the POTYA ● Not many applications so far 	8:40 pm	Info
11.0 Education Committee Report	<p>By Daniel Cho</p> <ul style="list-style-type: none"> ● Mathletics on Oct 27, 2018 was very successful ● 47 students from grade 7-8 and 45 students from grade 9-10 ● 40 engineering questions with concepts from all disciplines ● Thanks to Elmer for AMD sponsor ● Upcoming NEM Design Challenge in March 	8:43 pm	Info

	<ul style="list-style-type: none"> • Engineering scholarship of \$1500 for next year will also evaluated • Also new potential Hackathon event in brainstorm phase. Call for ideas and volunteers! 		
12.0 GLP Committee Report	<p>By Hannah</p> <ul style="list-style-type: none"> • Queen's Park Reception was a success • Call for volunteers to contact and meet local MPPs • Need 2 VIPs for Winter CPC/AGM (need one more) • Call executives to provide list of upcoming events that needs VIPs 	8:50 pm	Info
13.0 Business Liaison committee	<p>By Ed Fung</p> <ul style="list-style-type: none"> • Is continuously working on Symposium 	8:58 pm	Info
14.0 Mentorship / EIT Committee Report	<p>By Elmer Ting</p> <ul style="list-style-type: none"> • ERC mock interview on Oct 14, 2018 was very successful • Gordon and Matthew are ERC volunteers giving presentation • Event is sold out with 40 attendees • Accelerated Mentoring Dec 1st • Call for P. Eng. Mentors with 10+ years of engineering experience • Very helpful to early career EITs and engineers 	9:00 pm	Info
15.0 Other Business	<p>Open to all attendees</p> <ul style="list-style-type: none"> • Gordon: Feb 23rd will be the election for next board. All members can run. Each candidate needs 2 members to nominate. • Annabelle & Gordon: will need to inform members in the newsletter about by-law change at AGM • Oliver & Fiona: will follow up with the hotel on 2019 meeting room renewal • Annabelle: motion to redirect communication email to vice-chair. Motioned by Annabelle, seconded by Daniel Motion unanimously approved with no opposed and no abstains 	9:10 pm 9:28 pm	Info Decision
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 Dec 13th, 2018 at 6:30pm (meeting location: Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario) 	9:30 pm	Decision Info