



**York Chapter**

**Minutes of the Executive Meeting**

Held on Thursday Jun 13, 2019 at Courtyard Toronto Markham, 65 Minthorn Blvd, Thornhill, Ontario

Meeting Chaired by: Lui Tai, P.Eng.  
Recorded by: Tommy Sin, P.Eng.

<p><b>Executives Present:</b></p> <p>Lui Tai, P.Eng. (Chair)  Gordon Ip, P.Eng., FEC (Past Chair)  Tommy Sin, P.Eng. (Secretary)  Darren Verasammy, P.Eng. (Treasurer)  Jennifer Lu, P.Eng. (Program)  Oliver Xiao, EIT (Awards)  Elmer Ting, P.Eng. (Certificates)  Tian You Si Tu, P.Eng. (Mentorship &amp; EIT)  Marcia Lim, P.Eng. (WIE)  Hannah Ehtemam, P.Eng. (GLP)  Daniel Cho, EIT (Education)</p>	<p><b>Absent:</b></p> <p>Annabelle Lee, P.Eng. (Vice Chair)  Ed Fung, P.Eng. (Business)  Sharon Chen, EIT (Communications)</p>
<p><b>Committee &amp; Chapter Members Present:</b></p> <p>Thomas Chong, P.Eng.  Gallant Ng, P.Eng.  Paraskevas Mylonas, EIT  Keyvan Ghazaie Alamdan, P.Eng  Sam Pkhovat, EIT  Sarguta Shalorauqr, EIT  Sina Rezazadeh, EIT  Michelle Yu, EIT  Matt Reilly, EIT  Paymon Sani, P.Eng.  Svethana Bass, P.Eng</p>	<p><b>Guests from other PEO Chapters &amp; other Attendees</b></p>

Item	Description	Time	Action
1.0 Approval of Agenda	<ul style="list-style-type: none"> <li>● <b>Lui Tai</b> called the meeting to order.</li> <li>● Round of introduction of attendees</li> <li>● Review of agenda and motion to approve agenda <ul style="list-style-type: none"> <li>▪ Change of Agenda: Business Committee, Mentorship &amp; EIT Committee, GLP Committee move up</li> <li>▪ Motioned by <b>Gordon</b> and seconded by <b>Darren</b></li> <li>▪ Motion unanimously approved with no opposed and no abstains. <b>MOTION CARRIED</b></li> </ul> </li> </ul>	7:00 pm	Decision.
2.0 Approval of Minutes	<p>By <b>Tommy Sin</b></p> <ul style="list-style-type: none"> <li>● Meeting Minutes for May 9th, 2019 meeting are all reviewed and updated through email already. Will motion to approve on next meeting</li> </ul>	7:09 pm	
3.0 Chair's Report	<p>By <b>Lui Tai</b></p> <ul style="list-style-type: none"> <li>● ECRC attended by Lui, Elmer and Hannah <ul style="list-style-type: none"> <li>● How do chapters help with regulatory activities?</li> <li>● Issues raised by York resulted in creation of a task group to address issue of voting rules</li> <li>● Inquiry of EIR program</li> <li>● Request to review increase to LPC funding</li> </ul> </li> <li>● York University Capstone sponsorship finalized for 3 years</li> <li>● Mandatory volunteer online training reminder</li> <li>● Lassonde Awards Ceremony on invitation Jun 20, 2019</li> <li>● EIR volunteer needed – let Lui know if interested</li> <li>● Chapter Leadership Conference – East Toronto Chapter volunteered</li> <li>● Engineers4Profession.ca is in initiation stage by others currently</li> <li>● Big Bike Team fund raise on July 13th at Vaughan. Recruiting. Raised \$1535 so far. Donation welcome.</li> </ul>	7:10 pm	Info
4.0 Vice-Chair's Report	<p>By <b>Annabelle Lee (Absent)</b></p> <ul style="list-style-type: none"> <li>● Lui mentioned that Annabelle is on business trip in South Africa with some photos shown</li> </ul>	7:24pm	Info
5.0 Past Chair Report	<p>By <b>Gordon Ip</b></p> <ul style="list-style-type: none"> <li>● Next PCAC Quarterly Meeting is Thursday Jun 20, 2019</li> <li>● Submit any thoughts to Gordon directly</li> <li>● The intent of the newly formed Past Chair Advisory Committee is to provide advice, based on the 100+ years of our Past-Chair's chapter experience, to the chapter leadership for strategy and succession planning</li> <li>● Order of Honor nomination is now open</li> </ul>	7:25 pm	Info

<p>6.0 Financial Report</p>	<p>By <b>Darren Verasammy</b></p> <ul style="list-style-type: none"> <li>● Walked through <b>April</b> financial reports of the chapter</li> <li>● Motioned by <b>Gordon</b> and seconded by <b>Tian</b></li> <li>● Motion unanimously approved with no opposed and no abstains.</li> <li>● <b>MOTION CARRIED</b></li> <li>● Walked through <b>May</b> financial reports of the chapter</li> <li>● Motioned by <b>Marcia</b> and seconded by <b>Oliver</b></li> <li>● Motion unanimously approved with no opposed and no abstains.</li> <li>● <b>MOTION CARRIED</b></li> <li>● Business Plan required to be put together for this year <ul style="list-style-type: none"> <li>▪ Directors please submit to Darren</li> <li>▪ Send out last year committee budget amount to all executives for their preparation of activities</li> </ul> </li> </ul>	<p>7:27 pm</p>	<p>Info</p>  <p>Decision</p>  <p>Decision</p>
<p>7.0 Communication Report</p>	<p>By <b>Sharon Chen (absent)</b> <b>Lui covered her</b></p> <ul style="list-style-type: none"> <li>● Send out eblast and Eventbrite for WIE coffee social</li> <li>● Finalized social media how-to and communications procedure – Lui and Annabelle for review</li> <li>● Created first draft of survey and agenda for Symposium website</li> <li>● Booked Phyllis Rawlinson Park for Sunday Aug 11, 2019 for Annual Volunteer BBQ <ul style="list-style-type: none"> <li>▪ Call for volunteers to help on this event</li> </ul> </li> </ul>	<p>7:35 pm</p>	<p>Info</p>
<p>8.0 Certificate Committee Report</p>	<p>By <b>Elmer Ting</b></p> <ul style="list-style-type: none"> <li>● Technical Tours in support LPC Event</li> <li>● Amazon Fulfillment Centre Tours</li> <li>● Rick, Gordon, Lui, Marcia, Elmer as Chapter Host</li> <li>● Licence Presentation Ceremony (LPC) <ul style="list-style-type: none"> <li>▪ Toronto Marriott Markham at 170 Enterprise Blvd</li> <li>▪ Sat Sept 21, 2019</li> </ul> </li> <li>● Door Price Sponsor – in progress</li> <li>● Bringing back our National Anthem <ul style="list-style-type: none"> <li>▪ Suggested Darren to lead this initiative</li> </ul> </li> <li>● Keynote speaker: in progress</li> <li>● Expense Reduction: Photographer</li> <li>● Tommy and Darren will perform as photographers</li> <li>● GLP: MPP(s)</li> <li>● Lists of Guests/Speakers <ul style="list-style-type: none"> <li>▪ Roles &amp; justification</li> <li>▪ Name, full title, and designations</li> <li>▪ Requested speaking length</li> <li>▪ \$\$</li> </ul> </li> <li>● Licence Presentation Ceremony banner missing – trying to find it <ul style="list-style-type: none"> <li>▪ If not found, we have to make a new one</li> </ul> </li> <li>● Banner Wall is proposed (\$700) <ul style="list-style-type: none"> <li>▪ Motioned by <b>Elmer</b> and seconded by <b>Gordon</b></li> <li>▪ Motion unanimously approved with no opposed and no abstains. <b>MOTION CARRIED</b></li> </ul> </li> <li>●</li> <li>●</li> </ul>	<p>7:42 pm</p>	<p>Info</p>

<p>9.0 Program Committee Report</p>	<p>By <b>Jennifer Lu</b></p> <ul style="list-style-type: none"> <li>● Past events: Python Bootcamp @ Ryerson University</li> <li>● Upcoming events: <ul style="list-style-type: none"> <li>● Real Estate &amp; Mortgage Learning Session</li> <li>● Job Seeking with Rick Vendor</li> <li>● Train the Trainer with Hugh Wilson</li> </ul> </li> </ul>	<p>8:00 pm</p>	<p>Info</p>
<p>10.0 Women In Engineering Committee Report</p>	<p>By <b>Marcia Lim</b></p> <ul style="list-style-type: none"> <li>● Attended on Jun 6<sup>th</sup> StepUp Launching Event Workshop presented by Catalyst on “Unconscious Bias”</li> <li>● Coffee &amp; Tea Wed Jun 19<sup>th</sup> at Social Coffee Company for Internationally Trained Engineers</li> <li>● Preparations for next WIE event: 30x30 Action Plan</li> <li>● OSPE The Voice Magazine – Summer 2019, Member Profile, Marcia Lim</li> </ul>	<p>8:14 pm</p>	<p>Info</p>
<p>11.0 Awards &amp; Recognition Committee Report</p>	<p>By <b>Oliver Xiao</b></p> <ul style="list-style-type: none"> <li>● Started preparation for 2019 POTYA</li> <li>● Will get in touch with 2018 POTYA winners</li> <li>● Will update Awards webpage</li> <li>● Volunteer list to be put together by sending out a form for committee directors to recognize volunteers</li> </ul>	<p>8:19 pm</p>	<p>Info</p>
<p>12.0 Education Committee Report</p>	<p>By <b>Daniel Cho</b></p> <ul style="list-style-type: none"> <li>● Engineering Entrance Scholarship Application <ul style="list-style-type: none"> <li>● Applications in progress</li> </ul> </li> <li>● Call for volunteer for Education Committee <ul style="list-style-type: none"> <li>● Scholarship Application Evaluators</li> </ul> </li> </ul>	<p>8:22 pm</p>	<p>Info</p>
<p>13.0 GLP Committee Report</p>	<p>By <b>Hannah Ehtemam</b></p> <ul style="list-style-type: none"> <li>● Take Your MPP to Work Day</li> <li>● ICE Data Center</li> <li>● Ashbridge Bay Water Treatment Plant Outfall Project</li> <li>● News from East Central Regional Congress <ul style="list-style-type: none"> <li>▪ PEO cannot donate to MPPs</li> <li>▪ PEO York volunteered to host the GLP Academy. Willowdale-Thornhill expressed interest to volunteer too.</li> </ul> </li> <li>● Hon. Caroline Maloney are interesting in Licence Presentation Ceremony in Winter 2019 <ul style="list-style-type: none"> <li>▪ Will also invite her to the Engineering Symposium</li> </ul> </li> <li>●</li> </ul>	<p>8:26 pm</p>	<p>Info</p>

14.0 Business Liaison Committee Report	By <b>Ed Fung (Absent)</b> <b>Lui covered him</b> <ul style="list-style-type: none"> <li>● Working on 2019 Engineering Symposium</li> <li>● Artificial Intelligence and Engineers as title</li> <li>● Nov 6, 2019 at Paramount Event Space</li> <li>● Website in progress</li> <li>● Guest speakers committed by Magna, Honeywell, etc</li> <li>● Mayor and Municipal Councilors will attend</li> <li>● Regulatory content are proposed</li> </ul>	8:38 pm	Info
15.0 Mentorship / EIT Committee Report	By <b>Tian You</b> <ul style="list-style-type: none"> <li>● ERC Seminar <ul style="list-style-type: none"> <li>● Aug 15th</li> <li>● Introduction and Mock Interviews (2 max)</li> </ul> </li> <li>● LAP Orientation on May 30<sup>th</sup></li> <li>● 2019 LAP: 20 P.Eng and 30 EIT attended <ul style="list-style-type: none"> <li>● 65.8% attendant rate</li> </ul> </li> <li>● Upcoming Events proposals <ul style="list-style-type: none"> <li>● Bowling, Archery, Escape Room, Hiking, Pool, Beer/Wine Tasting</li> <li>● Job Search Seminar</li> </ul> </li> </ul>	8:42 pm	Info
16.0 Other Business	Open to all attendees  - Go Raptors Go!	8:55 pm	Info
17.0 Adjourn ment/ Next Meeting	<ul style="list-style-type: none"> <li>● All items on agenda completed. Meeting adjourned by <b>Lui Tai</b>.</li> <li>● Next meeting will be held on Thursday Sep 12, 2019 at <b>6:30pm</b>  (meeting location: <b>Courtyard Toronto Markham</b>, 65 Minthorn Blvd,  Thornhill, Ontario)</li> </ul>	8:55 pm	Info