



MEETING:	<b>PEO Scarborough Chapter Board Meeting</b>				
DATE:	Friday, 2013-03-08			TIME:	6.30 PM ET
LOCATION:	Yee Hong Centre for Geriatric Care, 60 Scottfield Dr.ON, (SE of Middlefield and Finch Avenue)....				
CHAPTER BOARD:	N. (Madu)suthanan, P.Eng Jega Jeganathan, Ph.D, P.Eng N. Asogan, P. Eng. Syed Raza,P.Eng Ranee Mahalingam, P. Eng., FEC David Dias, E.I.T. G.N. Mailvagamnam, P.Eng Raji Puthurath, P, Eng. Ian (Victor) Lin, P. Eng.	Chair Vice Chair Past Chair Secretary Treasurer Executive Executive Executive Executive	x x x x x x x x x	GUESTS -----  Volunteers   Councilors	

1. **Call to Order**
  - 1.1. Madu called the meeting to order at 7 pm (1 min)
  - 1.2. Introduction of attendees (5 min)
2. **Routine Business**
  - 2.1. Confirmation of Quorum (1 min)
  - 2.2. Appointment of minute taker (1 min)  
Syed was appointed to take minutes for this meeting, Asogan moved and seconded by David.
  - 2.3. Approval of Agenda -Moved by Jega, seconded by Asogan, all in favour. (2 min)
  - 2.4. Approval of Minutes of meeting # 12 of January 04, 2013. Moved by Asogan, seconded by David all in favour (5 min)
  - 2.5. Presentation of 2013 budget - By Asogan (as member of FAR Task force) (10 min)
  - 2.6. Approval of 2013 budget by the current board. (10 min). Moved by David seconded by Victor, all in favour.
  - 2.7. Monthly Financial Statement with comparison to Business Plan – Ranee Presented.
  - 2.8. Action items outstanding from previous meeting minutes – all outstanding items have been included in this agenda.
3. **Decisions**
  - 3.1. Approval of Board to Buy two Wainberg's Society Meeting Book from PEO, maximum \$250.  
Raji moved Ranee seconded, all in favour.
4. **Input/Action Items**
  - 4.1. Welcome by Chair
  - 4.2. Appointment of team leads  
BBC – Jega (already in place)  
Mechatronics – Will be on May 25<sup>th</sup> Saturday – Victor will be project Lead, Kiran will assist  
Mathletics – David will take lead, Syed will assist  
Education Committee – Raji will take lead, Anil will assist  
GLP – Asogan will take lead, Madu will assist  
Financial Reviewer – Paul Morton  
Volunteer Coordinator – Miles  
Volunteer Training – Miles  
Mentorship Coordinator - Raji (already in place), Asogan Assisting  
Events Coordinator – Jega lead, Syed Assist  
Newsletter Editor – Syed lead,  
By-Law Committee – Ranee lead, Paul , Jega, Asogan, Nirmalan  
Asset Manager – Asogan, Ken will assist



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Privacy Officer – Kiran Patel (Elec)  
CPC – Murad, Kiran Patel will help  
Aspiring Engineer Scholarship - Jega

- 4.3. Covering approval for overspent and similar Items which were not submitted for Board approval in the last Board. Eg: BBC, Mathletics, Mechatronics etc. – Paul and Murad presented. Paul resented the review of Financial statement for 2012 (attached) and stressed on points 3, 4 & 5 on the budget. Covering approval not required. Treasurer to Draft the motion regarding procedure for financial control for future.
- 4.4. ECRC Meeting on 9<sup>th</sup> March – 3 Officers to attend – Asogan and Madu will attend
- 4.5. Progress report on
  - a) BBC 2013 – Jega/Asogan presented – One meeting conducted on 4<sup>th</sup> Mar, 12<sup>th</sup> Network testing will be done. Advertisement to be given collected by 15<sup>th</sup> Mar.
  - b) Mentorship Program – Raji presented. Around 10 mentors are registered.
  - c) Events with other chapters – BBC/Mathletics - Sarnia chapter is having event in March and will borrow clickers
- 4.6. GLP – Madu to sent picture and note to PEO.
- 4.7. Take over ownership of PEOSC Web-site from “Private” to PEOSC – Kiran Patel presented the report comparing Canadian vs US Webhosting service. Report Attached. Report to be forwarded to Denis. Asogan to provide further directives to Kiran.
- 4.8. Web Updates – Asogan to update, BBC site updated with new cutoff date. AGM will be updated soon.
- 4.9. Report on PENTA conference of Jan 28, 2013 – Asogan/Ranee presented that the conference was cancelled due to bad weather.

**5. Information**

- 5.1 Councillors’ Report. (5 mts each)  
Not present

**6. Other Business: (5 mts)**

**7. Next Meeting Date and Adjournment – 2 mts**

- 7.1. Next meeting set for 5<sup>th</sup> April , 2013 at 6:30pm, Venue: xxxxxxx, booking by xxxxx extra food
- 7.2. Adjournment. Motion moved by David, seconded by Ranee.
- 7.3. Meeting adjourned at xxx PM ET

**Volunteers:**

Bala Balasingam,  
Kiran R Patel (Elect), P.Eng.  
Murad Hussain, P.Eng.  
Nirmalan Vadivel, EIT  
Paul Morton, P.Eng.  
Anil Rajyaguru, EIT+