



MEETING:	<b>PEO Scarborough Chapter Board Meeting</b>				
DATE:	Friday, 2013-July 05	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	Chair	X	GUESTS -----	
	Jega Jeganathan, Ph.D, P.Eng	Vice Chair	X		
	N. Asogan, P. Eng.	Past Chair	X	Volunteers	
	Syed Raza, P.Eng	Secretary	X		
	Ranee Mahalingam, P. Eng., FEC	Treasurer	X	Councilors	Dr. Santosh Gupta P.Eng. Changiz Sadr, P.Eng.
	David Dias, E.I.T.	Executive	X		
	G.N. (Miles) Mailvagamnam, P.Eng	Executive	X		
	Raji Puthurath, P, Eng.	Executive			
	Ian (Victor) Lin, P. Eng.	Executive			

**1. Call to Order**

- 1.1. Madu called the meeting to order at 7:00 pm (1 min)
- 1.2. Welcome by Chair
- 1.3. Introduction of attendees (5 min)

**2. Routine Business**

- 2.1. Confirmation of Quorum (1 min) - Confirmed
- 2.2. Appointment of minute taker (1 min) - Syed was appointed to take minutes for this meeting, Asogan moved and Jega seconded.
- 2.3. Approval of Agenda –Items were added to Agenda, modified agenda approval was moved by Miles, seconded by David, all in favour. (2 min)
- 2.4. Approval of Minutes of meeting # 4 of June 07, 2013. Moved by Miles, seconded by David all in favour (5 min)
- 2.5. Monthly Financial Statement – (Ranee) (5min) – Ranee reported bank balance as of June 07. All outstanding money for BBC was received. We are well within budgeted amounts.

**3. Decisions**

**4. Input/Action Items**

**4.1. Progress Reports**

- 4.1.1. Mechatronics 2013 – (Victor/Madu/Asogan) – Asogan provided update. Venue is yet to be booked. Target is to book the venue in August.
- 4.1.2. Mentorship (Raji-Absent) – Raji to respond to Emily Sabo (EIT coordinator). Madu to remind Raji.
- 4.1.3. Education Committee (Raji / Anil) – Report on Education Conference – Harsh mentioned that a few ideas about the new project for students was submitted to Raji. Madu to remind Raji.
- 4.1.4. Appoint a new Volunteer Coordinator / Training/ Awards (Madu) – Madu will be the training coordinator. First training will be scheduled by Madu in a few days.
- 4.1.5. Spring Newsletter (Syed) – The newsletter is being finalized based on the input received from the BOE and will be sent to PEO in next couple of days.
- 4.1.6. BBC Post-Event Meeting (Jega) – Proposed date is August. Jega will finalize the venue.
- 4.1.7. By-Law amendments (Ranee) – Ranee is planning the meeting.
- 4.1.8. Awards Committee (Ranee) – Will start work shortly.
- 4.1.9. Clicker Return (Madu/Asogan) – Asogan explained various past emails between the previous concerned person and the Board inferred that 100 clicker do belong to PEOOSC.



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Asogan will return 32 clicker; one transceiver in a bag to PEO. PEOSC asset list will be updated accordingly for remaining 68 clickers, one transceiver and original bag. Going forward any transaction should be properly documented.

- 4.1.10. Aspiring Engineer Scholarship (Jega) – Two applications received, date extended to 12 July. E-blast will be sent to increase the applications.
  - 4.1.11. CPC Spring Report (Asogan) – 80 people participated including new P.Eng., guests and PEOSC volunteers. Asogan presented the expense report. Asogan will update the SOP.
  - 4.1.12. Report on Charismatic Leadership Seminar (Jega) – The event was well attended, around 40 people participated.
  - 4.1.13. Engineering Partnership PEO, OSPE and City of Toronto (Asogan) – This event is a networking event focused on employment opportunity for EIT's and P.Engs. The event will be on October 17<sup>th</sup>. Asogan will attend the meeting in July.
  - 4.1.14. Business Plan 2014 approval (Ranee) – Draft Business Plan (BP) for the year 2014 was circulated to all BOEs and called for comments and received comments by email. Based on the comments received, the draft BP was revised and a special meeting was scheduled on June 21st. Only 4 BOEs attended the 21st June meeting. As there were no other comments received, the BP was finalized based on all the input received up to June 21st 2013. The BP for the year 2014 was submitted to PEO on 28th June, before the dead line, for approval by PEO.
- 4.2. Upcoming events
- 4.2.1. Seminars (Jega) – Next seminar in on July 25<sup>th</sup>, website is updated.
  - 4.2.2. Mathletics 2013 (David / Syed / Paul) – David provided update, volunteers required. 'Mathletics email address / password will be provided to Dave. Paul provided details regarding the question bank, more questions are required.
  - 4.2.3. Field trips (Jega) – Harsh is waiting for the reply from Public Works for Sir Adam Beck Power Generating Station in Niagara.
  - 4.2.4. PEOSC BBQ (Jega) – OSPE Collaboration (Madu/Asogan) – August 24<sup>th</sup> is finalized, venue is booked at Bluffer's Park. A combined BBQ for PEOSC and OSPE will take place.
- 4.3. Web Updates – (Jega/Asogan) – All the new events are updated.
- 4.4. TECS Toast Master Open House (Madu) - E-Blast will be sent to check for the interest for PEOSC membership.

**5. Information**

- 5.1. Councillors' Report. (5 mts each) – (Changiz Sadr / Santosh Gupta)

Repeal of Industrial Exception: Changiz provided update on the repeal and suggested that each PEO member should contact their MP.  
 Mentoring program: there are some changes coming for designation of the Program, Mentor and Mentee, details will be available soon.  
 Dr. Gupta provided information about new Financial Policy approved in June. Chapter Manager will be sending it to chapter chairs. Some minor changes have been done in the Experience Review requirement; changes are listed on the PEO website.

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



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- 7. **Next Meeting Date and Adjournment – 2 mts**
  - 7.1. Next meeting set for August 09, 2013 at 6:30pm, Venue: TBD, booking by Asogan (extra food by Syed).
  - 7.2. Adjournment. Motion moved by Syed, seconded by Raneer.
  - 7.3. Meeting adjourned at 9:07 PM ET

**Volunteers:**

Harsh Singh, E.I.T.  
Maha Mahlingam,  
Sheikh Ismail, E.I.T.  
Paul Morton, P.Eng.  
Yong Zhu, E.I.T.  
Kulo Jeganathan, P.Eng.  
Choudhury Naser, E.I.T.