



MEETING:	PEO Scarborough Chapter Board Meeting															
DATE:	Friday, 2013-August-09	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. (Miles) Mailvagamnam, P.Eng Raji Puthurath, P, Eng. Ian (Victor) Lin, P. Eng.	Chair Vice Chair Past Chair Secretary Treasurer Executive Executive Executive Executive	<table border="1"> <tr> <td>X</td> <td rowspan="3">GUESTS</td> <td rowspan="3">Emily Sabo, P.Eng Acting Manager, E.I.T. program (PEO)</td> </tr> <tr> <td>X</td> </tr> <tr> <td>X</td> </tr> <tr> <td>X</td> <td rowspan="2">Volunteers</td> <td></td> </tr> <tr> <td>X</td> </tr> <tr> <td>X</td> <td rowspan="2">Councilors</td> <td rowspan="2">Dr. Santosh Gupta</td> </tr> <tr> <td>X</td> </tr> </table>	X	GUESTS	Emily Sabo, P.Eng Acting Manager, E.I.T. program (PEO)	X	X	X	Volunteers		X	X	Councilors	Dr. Santosh Gupta	X
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X																
X	Councilors	Dr. Santosh Gupta														
X																

1. Call to Order

- 1.1. Madu called the meeting to order at 7:03 pm.
- 1.2. Welcome by Chair (1 min)
- 1.3. 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 to take minutes for this meeting, Raji moved and seconded by Victor.
- 2.3. Approval of Agenda -Moved by Ranee, seconded by David, all in favour. (2 min)
- 2.4. Approval of Minutes of meeting # 5 of July 7, 2013. Moved by Jega, seconded by David all in favour (5 min)
- 2.5. Monthly Financial Statement – (Ranee) (5min) – July 2013 Bank Statement was received and the books are balanced. Ranee will be handing over the expense statement of past 6 month to auditor Paul for review. CPC payment from PEO has not been received yet, Asogan will follow up with PEO. Madu will address the answer to PEO queries on the business plan.

3. Decisions/Special

- 3.1 Presentation on the Mentorship Program by:
Emily Sabo P.Eng, Acting Manager, EIT Programs, PEO including Q & A(15 min)

Emily provided latest information about the program. The program is now called 'Licensure Assistance Program'. Mentors are called 'Guides' and EIT's are called 'Interns'. The requirement and expectation for the program were also explained.

Madu, thanked Emily on behalf of PEOSC.

4. Input/Action Items

- 4.1. Progress Reports
 - 4.1.1. Mechatronics 2013 – (Victor/Madu/Asogan) – The tentative date for booking the venue is in first week of September. Asogan will take care of the booking.
 - 4.1.2. Mentorship (Victor) – (Licensure Assistance Program) Victor will send text to Asogan in a week. Asogan will coordinate with Emily Sabo (PEO) and send the eblast for registration.
 - 4.1.3. Education Committee (Raji / Anil) – Report on Education Conference – Raji will contact PEO and confirm deadlines for the submission for Education Project. Harsh will be the new member of the Education committee and will resend the Project Ideas.
 - 4.1.4. Volunteer Training/ Awards (Madu) – Madu will send the Training ideas in next few days.



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Ranee volunteered for the Awards Committee. Syed will send the current volunteer list to Ranee. Ranee requested all the volunteers present to provide a brief history of their volunteer activities.

- 4.1.5. Newsletter (Syed) – Newsletter is ready for publishing. Jega will update the website and Asogan will send the eblast.
- 4.1.6. BBC Post-Event Meeting (Jega) – Postponed for next month.
- 4.1.7. By-Law amendments (Ranee) – Ranee requested the BOE to send the comments on the By-Law before next meeting. PEO Scarborough chapter to submit comments to PEO By-law committee for ‘yes/no document’.
- 4.1.8. Awards Committee (Ranee) – List of existing volunteer list will be sent to Ranee by Syed.
- 4.1.9. Clicker Return (Madu/Asogan). – Clickers were returned to PEO. Asogan will update the Asset list.
- 4.1.10. Aspiring Engineer Scholarship (Jega) – Jega received the applications. Jega will update the summary list.
- 4.1.11. By Election All Candidate Debate (Asogan) – The debate was arranged on a very short notice from PEO GLP. It was a very successful event. 8 candidates appeared for the debate. Two television channels telecasted the event. The event was conducted with in a budget. The details are to be updated on the Website.

4.2. Upcoming events

- 4.2.1. Seminars (Jega) – last Seminar on ‘Ontario Roads’ was a well attended event. The next seminar is in September, website will be updated shortly.
- 4.2.2. Mathletics 2013 (David / Paul) – Question bank team has reviewed the Questions. The website has been updated. Letters will be sent to the school in first week of September.
- 4.2.3. Field trips (Jega) – 50 people have already registered. Email will be sent by Asogan to the registrant to send the payment by next Wednesday with Key information regarding what’s included and mode of transportation etc.
- 4.2.4. BBQ – 24th August (Asogan/Jega) – Asogan provided updates. It is very likely the PEOSC and OSPE will hold their events separately.
- 4.2.5. Engineering Networking Event – Progress (Asogan) – Those who want to participate in the event on October 17th will have attend the information session in which details will be provided how the event will be conducted. Email blast will be send to PEOSC members to inform them regarding the dates of the information session.
- 4.2.6. Proposal for Toastmaster (Madu) – Madu explained about the advantage of being a member of a Toastmaster club, which provide excellent opportunity to increase communication and leadership skills. As there are Toastmaster Clubs in Scarborough also, it is good to join one of them and get to learn to speak in public comfortably, along with others members of the community.
- 4.2.7. Volunteer Corn roast & BBQ by Soo Wong (Asogan) – The event is on August 25th and interested persons can participate.
- 4.2.8. Welcome to New EIT’s (Asogan) – An event will be organized to welcome the new volunteers. The date will be finalized shortly.

4.3. Web Updates – (Jega/Asogan) – Jega provided information on the updates.

5. **Information**

5.1 Councillors’ Report. (5 mts each) –

No council session.



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

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

7.1. Next meeting set for 6th September , 2013 at 6:30pm, Venue: Anjappar Chettinad Restaurant, booking by Jega.

7.2. Adjournment. Motion moved by David, seconded by Raji.

7.3. Meeting adjourned at 8:52 PM ET

Volunteers:

Bala Balsingam,

Harsh Singh, E.I.T.

Kulo Jeganathan, E.I.T.

Maha Mhalingam,

Urszula Adach, P.Eng.

Yong Zhu, E.I.T.

Paul Morton, P.Eng.