



MEETING:	<b>PEO Scarborough Chapter Board Meeting</b>				
DATE:	Friday, August 8, 2014	TIME:	6.30 PM ET		
LOCATION:	Yee Hong Centre 60 Scottfield dr., Scarborough, ON				
CHAPTER BOARD:	N. (Madu)suthanan, P.Eng, FEC	Chair	x	GUESTS -----	Bala Balasingam Andrea Dias Maha Mahalingam Rene Siguenza Sujeev Ruban Yong Zhu
	Jega Jeganathan, Ph.D, P.Eng	Vice Chair	x		
	N. Asogan, P. Eng.	Past Chair	x	Volunteers	
	David Dias, P.Eng	Secretary	x		
	Ranee Mahalingam, P. Eng., FEC	Treasurer	x	Councillors	
	Harsh Singh, EIT.	Executive	x		
	G.N. (Miles) Mailvaganam, P.Eng	Executive			
	Murad Hussain M.Eng., P, Eng.	Executive	x		
	Ian (Victor) Lin, P. Eng.	Executive	x		

**1. Call to Order**

- 1.1. Madu called the meeting to order at 7:00 pm.
- 1.2. Introduction of attendees. -Completed
- 1.3. Welcome by Chair – Madu welcomed the attendees.

**2. Routine Business**

- 2.1. Confirmation of Quorum
- 2.2. Appointment of minute taker – David Dias was appointed to take minutes for this meeting, moved by Harsh and seconded by Victor. All in favour. Motion passed.
- 2.3. Approval of Agenda (2 min) – Jega proposed and Murad seconded. All in favour. Motion passed.
- 2.4. Approval of Minutes of meeting # 6 of July 04, 2014. (5 min). Ranee proposed and Victor seconded. All in favour. Motion passed.
- 2.5. Monthly Financial Statement (Ranee) - Ranee presented the statement. Ranee has handed over hard copies of financial records pertaining to the first six months of 2014 to Syed, the financial reviewer for review.

**3. Decisions/Special**

Madu had circulated a list of recommendations to BOE to upgrade and maintain chapter equipment. The following items from the list were taken up for decision:

- 3.1. Equipment Purchasing - Board agreed to purchase two (2) laptops with Windows 8 or 8.1 not exceeding \$1,500 in total, proposed by Jega Seconded by Asogan, motion passed.
- 3.2. Load cell with meter and ability to display load values (in N, Kg, lbs etc.) in the computer to replace old load cell for the BBC machine. Board was informed that it will cost about \$ 3,000. Also there was a query as to the 2<sup>nd</sup> machine and its load cell. Decision was put off till more studies are made for the need for these as there are proposals of replacing BBC with other programs.
- 3.3. Other items in Madu’s list were put off for a later meeting.
- 3.4. Laptop screen Repair – Jega requested that the screen of the Chapter laptop needs repair. He found it costs about \$ 200. Board agreed to the repair of the laptop screen for not exceeding \$200, Jega proposed, Ranee seconded, all in favour, motion passed.
- 3.5. Additional expense: Murad informed that the littleBits system he bought would cost \$100 more than the original \$500 estimated. He requested the additional expense to be approved. The board approved the \$100 for additional expense incurred on the purchase of littleBits. Moved by Murad, seconded by Jega, all in favour, motion passed.

**4. Input/Action Items**

- 4.1. Progress Reports
  - 4.1.1. Women in Engineering (Ranee) - Nothing to report.
  - 4.1.2. BBC 2014 - Post-event update (Harsh) - A post event meeting was held on July 25th. Harsh to send meeting minutes.



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- 4.1.3. Mathletics 2014 (David) - David reported that the question bank currently has 10 new questions. A total of 40 are required (20 junior, 20 senior). David presented the schedule. The second schedule was agreed to in principle. Asogan proposed the idea of having everyone in the room at the same time, but require four laptops. Do one junior question on one screen, one senior question on another screen. Have clickers 1-49 for juniors, 50-99 for seniors. We will have to get additional clickers. Jega agreed to help on question bank.  
\*Action on David to send Jega writeboard link, password, and previous power points.
- 4.1.4. Newsletter (David). The newsletter #1 was distributed to the members in an eBlast. Newsletter #2 to be distributed in early December. We are accepting articles now.
- 4.1.5. Mechatronics 2014 (Victor/Madu) - RCC approved \$3000 special funding for setting up Mechatronics Clubs in High Schools.
- 4.1.6. STEMZ (Madu) - Meeting to be called in 2 weeks.
- 4.1.7. PEO Licensure Assistance Program (Victor) - This program will be launched in September. Victor will send draft announcement to Asogan/Jega for review.
- 4.1.8. Education Committee (Victor/Murad) – Murad to call meeting on Aug 19th at 7:00pm. Murad to send meeting notice to BOE for Electronics contest details.
- 4.1.9. Awards Committee (Ranee) - Nothing to report.
- 4.1.10. Aspiring Engineer Scholarship (Murad) - Six applicants, 5 girls, 1 boy. BOE will finalize winners. \*\*Action on Murad to pick a date.
- 4.1.11. Seminars (Asogan) - Asogan to deliver the next seminar, targeting end of Aug/early Sept. Exact date to be provided later. Update on Assets (Asogan) - Asogan and Jega to find location for storing the assets.
- 4.1.12. Souvenir Committee (Jega) - A brainstorming meeting for the Chapter Souvenir preparation was held on July 18th. A flyer for collecting advertisement was prepared. Jega and team to go to industries for sponsorship.
- 4.1.13. NAOSH (Uthyan) - Nothing to report
- 4.1.14. ECRC (Madu/Jega) - Madu had circulated-mailed the package to BOE highlighting the important items for chapter use.
- 4.1.15. Electronics Application Demo (Murad) - A demo was performed. BOE and volunteers asked questions to Murad. More detailed demo with brainstorming to be called on August 19
- 4.1.16. Bridging program (Madu) - Seneca College is introducing a new bridging program for Internationally Educated Professionals titled Building Environmental Systems. Details were circulated to BOE. No decision taken

4.2. Upcoming events

- 4.2.1. GLP (Asogan) Asogan attended a meeting called by Mitzie Hunter where the topic of taxes was discussed.
- 4.2.2. Technical Tour (Jega) The tour will be on August 9th, 55 participants registered.
- 4.2.3. Annual BBQ (Uthyan/Asogan) Aug 16th is the date for BBQ. Madu to send invitation to VIPs for BBQ. About 50 people registered.

4.3. Web Updates – (Asogan/Jega) -None

**Information**

5.1 Councillors' Report. (5 mts each) –None

5. **Other Business:** (5 mts) Murad advised that he has a discount at The Source.



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- 6. **Next Meeting Date and Adjournment – 2 mts**
  - 6.1. Next meeting set for Tuesday, September 9, 2014 at 6:30pm, Venue: Anjappar Chetinad, booking by Jega.
  - 6.2 David proposed to adjourn the meeting, Raneed seconded. All in favour. motion passed
  - 6.3. Meeting adjourned at 8:36 PM ET