



MEETING:	PEO Scarborough Chapter Board Meeting			
DATE:	Friday, June 3, 2016	TIME:	6.30 PM ET	
LOCATION:	Yee Hong Centre for Geriatric Care, 60 Scottfield Dr. ON, (SE of Middlefield and Finch Avenue)			
CHAPTER BOARD:	Jega Jeganathan, Ph.D, P.Eng	Chair	X	GUESTS -----
	Murad Hussain M.Sc., P, Eng.	Vice Chair	X	
	N. (Madu) Suthanan, P.Eng, FEC	Past Chair	X	
	Peng Zhang, P.Eng.	Secretary	X	Volunteers
	Ian (Victor) Lin, P. Eng.	Treasurer	X	
	Narayana Pillai Asogan P.Eng.	Executive	X	Councilors
	Elvis (Pinjing) Wang, P.Eng.	Executive	X	
	Dr. Javeed Ahmed Khan, Prov. Eng.	Executive	X	
Rajendra Gadhvi, EIT	Executive	X		

1. Call to Order

- 1.1. Jega called the meeting to order at 7:05 pm.
- 1.2. Introduction of attendees – Completed.
- 1.3. Welcome by Chair – Jega welcomed all.

2. Routine Business

- 2.1. Confirmation of Quorum – Confirmed.
- 2.2. Approval of Agenda - Moved by Murad, Seconded by Rajendra, all in favour.
- 2.3. Approval of Minutes of meeting #4 of May 13, 2016. Moved by Madu, seconded by Evis all in favour.
- 2.4. Monthly Financial Statement (Victor) - Victor presented the statement.
- 2.5. Business Plan 2017 (Victor) – A special meeting was held on May 27, to discuss the allocation. Victor will send the approved Business Plan to PEO head office before the end of June.

3. Decisions/Special

- 3.1. Motion on Confidentiality Agreement - Asogan presented a motion and discussed. It was decided to revise the motion for board’s approval.
- 3.2. Laptops Purchase for Mathletics - A motion was tabled by Javeed to purchase two Laptops and software (maximum \$700 each) by Murad. Moved by Javeed, Seconded by Elvis, all in favour. Motion passed. Murad is to purchase.
- 3.3. Business Plan 2017 – Business Plan Committee prepared the business plan and circulated in the members of Board of Executives. The Business Plan was approved and \$25,000.00 annual operation fund will be requested to PEO. Moved by Victor, seconded by Madu. all in favour. Motion passed.

4. Input/Action Items

4.1. Progress Reports

- 4.1.1. Mechatronics (Madu) – Postponed to October due to registration issue.
- 4.1.2. Chapter Souvenir (Madu/Jega) – In progress
- 4.1.3. Volunteer Training (Madu) – A training will be organized on June 4, 2016 at Yee Hong.
- 4.1.4. Newsletter #1(Peng) – The spring 2016 Newsletter was published on the Chapter website and distributed to the members on May 31.
- 4.1.5. EDU Update (Elvis) – Elvis and Javeed attended the conference on May 13, 14, 2016.
- 4.1.6. GLP Update (Asogan) – Asogan will attend a Soo Wong - OSPE event on June 17,2016.
- 4.1.7. Volunteer Award (Victor) – Victor asked anyone reached 5 yrs or 10 yrs contact Victor for pins.
- 4.1.8. MEE (Murad) – A workshop was completed on May 25 and 16 people participated. Next meeting will be on June 22.



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4.2. Upcoming events

- 4.2.1. Seminars (Asogan) - In progress,
- 4.2.2. STEMZ (Madu) – Asogan will book Yee Hong for June 24.
- 4.2.3. Technical Tour (Asogan/Murad) – Murad will book Pearson Airport (Air Sight) for 2017.
- 4.2.4. ECRC (June 6, 2016) (Jega) – Jega and Murad will attend. Activity report was sent to head office.
- 4.2.5. Aspiring Engineering Scholarship (Javeed) – Letters sent to the schools.
- 4.2.6. Family Event (Asogan) – Asogan to book for July 30.
- 4.2.7. BWA Contest (Murad) – A special funding request for BWA contest by Murad. Murad will prepare details proposal for board's approval.

4.3. Web Updates – No updates.

5. **Information**

5.1 Councillors' Report. (5 mts each) – Not available.

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

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

- 7.1. Next meeting set for July 8, 2016 at 6:30pm, Venue: Anjappar, booking by Jega.
- 7.2. Adjournment. Motion moved by Victor, seconded by Peng.
- 7.3. Meeting adjourned at 8:20 PM ET

Volunteers:

Anil Saha
Bala Balasingam
Birunthaban Manivannan
David Dias
Karthga Thevaselan
Ken Dias
Maha Mahalingam
Ranee Mahalingam
Rene Siguenza
Samuel Jacob
Senthilkumar Subramani