



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting			
DATE:	Friday, March 10, 2017		TIME:	6.30 PM ET
LOCATION:	Yee Hong Centre for Geriatric Care, 60 Scottfield Dr. ON, (SE of Middlefield and Finch Avenue)			
CHAPTER BOARD:	Murad Hussain M.Eng., P. Eng.	Chair	X	GUESTS ----- Volunteers ----- Councilors
	Ian (Victor) Lin, P. Eng., LEED AP	Vice Chair	X	
	Jega Jeganathan, Ph.D, P.Eng	Past Chair	X	
	Javeed Ahmed Khan, Ph.D., P.Eng, SMIEEE	Secretary	X	
	Peng Zhang, P.Eng., LEED AP	Treasurer		
	Narayana Pillai Asogan P.Eng., FEC	Executive	X	
	Elvis (Pinjing) Wang, P.Eng., LEED AP	Executive	X	
	Rajendra Gadhvi, EIT	Executive	X	
	Karthiga, Thevaseelan, EIT	Executive	X	

1. Call to Order

- 1.1. Murad called the meeting to order at 7.05 pm (1 min)
- 1.2. Introduction of attendees (5 min)
- 1.3. Welcome by Chair (5 min)

2. Routine Business

- 2.1. Confirmation of Quorum (1 min)
- 2.2. Approval of Agenda -Moved by Jega, Seconded by Karthiga all in favour. (2 min)
- 2.3. Approval of Minutes of meeting #1 of Feb 3, 2017. Moved by Karthiga, seconded by Elvis all in favour (5 min)
- 2.4. Monthly Financial Statement – (Peng) (5min)
Peng updated the financial statement (31,018.41 CAD) through email. Half of the budget allotment received from PEO
- 2.4.1. Destruction of Cheque – Peng to talk to Raneer and discuss the methodology to destroy the cheque and come back to the Board
- 2.4.2. Peng to send the past 5 years closing balance of Scarborough Chapter to Matt, Chapter Manager at PEO

3. Decisions/Special

- 3.1 Mechatronics 2017 – Venue booking and high-end computer/laptop purchase for experimentation on different types of processors
- Dr. Javeed to prepare a quote and a paragraph and send it to the Board. The Board will decide on majority vote
- 3.2 BBC 2018 – proposal to upgrade the bridge testing machine to detachable type and including a motor (0.5 hp to 1 hp capacity) with embedded controller for destructive testing, to be decided in BBC post-mortem

4. Input/Action Items

- 4.1. Progress Reports
 - 4.1.1. Debriefing/post-mortem BBC 2017 (Victor)
 - Victor suggested that the post-mortem meeting of BBC and SRSC will be combined after the SRSC event and 1000 CAD for SRSC is approved by CH2M
 - 4.1.2. Mechatronics 2017 (Javeed)
 - Initially, to be held on May 6, 2017. Rules for the contest in progress
 - 4.1.3. Spring Licence Presentation Ceremony (Jega)
 - As per schedule – May 12, 2017. Letters posted and received by some recipients
 - 4.1.4. Volunteer Training (Karthiga)
 - June PMP training, Scarborough Chapter PMP group
 - 4.1.5. Newsletter #1(Javeed)
 - Javeed to send an email for collection of articles
 - 4.1.6. EDU Update (Elvis)
 - Next Thursday face-to-face meeting at PEO – Elvis to attend the meeting. Conference tentatively on June 7, 2017. Call for volunteers for EDU conference



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- 4.1.7. GLP Update (Asogan)
 - Asogan updated about the meeting with MPP Raymond Cho and upcoming career fair by Hon. Mitchee Hunter on April 19, 2017
- 4.1.8. ECRC Report (Murad/Jega)
 - Murad presented the developments of the financial documents for 5 years from Chapters and Tickets – Weekend tickets ‘chapter special’ for baseball for 73 CAD for whole season

4.2. Upcoming events

- 4.2.1. SRSC (Victor)
 - Teachers emailing and calling the teachers. Kick-off meeting on Friday Mar 17, 2017 at 6.30 pm, Yee Hong Centre
- 4.2.2. Seminars (Asogan)
 - Seminars yet to be decided
- 4.2.3. PEO AGM (Murad)
 - Murad and Victor will attend the AGM at Thunderbay
- 4.2.4. STEMZ (Karthiga/Cherrise)
 - Brainstorming meeting to be held
- 4.2.5. MEE (Javeed)
 - Autonomous Vehicle for the event. Senthil to print the Road/Track. First Kick-off meeting at La Sani Grill at Mar 24, 2017
- 4.2.6. General information to attend Thornhill Chapter event on April 2, 2017 (Gears in Motion)
- 4.2.7. Jega to prepare a flyer to advertise different chapter events (upcoming)
- 4.2.8. STEM night – Murad to provide more details

4.3. Web Updates

All details of events till date are updated on the website

5. Information

5.1 Councillors’ Report. (5 mts each)

Councillors regret their absence due to personal reasons

6. Other Business: (5 mts)

Badges of new board executives and officers to be ordered along with business cards

7. Next Meeting Date and Adjournment – 2 mts

- 7.1. Next meeting set for April 7, 2017 at 6:30pm, Venue: Yee Hong Centre, booking by Asogan and Refreshments by Rajendra.
- 7.2. Adjournment. Motion moved by Jega and seconded by Rajendra.
- 7.3. Meeting adjourned at 8.23 PM ET

Volunteers:

1. Bala Balasingam
2. Cherisse Diaram, EIT
3. Rene Siguenza, P.Eng
4. Samuel P Jacob, P.Eng
5. Senthikumar Subramanium, EIT
6. Miles Mailvaganam, P.Eng
7. Raji Mailvaganam
8. Shinta Gragossian, EIT