



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting			
DATE:	Friday, Sept 08, 2017		TIME:	6.30 PM ET
LOCATION:	Yee Hong Center for Geriatric Care, 60 Scottfield Dr. ON, (SE of Middlefield and Finch Ave East)			
CHAPTER BOARD:	Murad Hussain M.Eng., P. Eng.	Chair	X	GUESTS -----
	Ian (Victor) Lin, P. Eng., LEED AP	Vice Chair	X	
	Jega Jeganathan, Ph.D, P.Eng	Past Chair	X	Volunteers
	Javeed Ahmed Khan, Ph.D., P.Eng, SMIEEE	Secretary	X	
	Peng Zhang, P.Eng., LEED AP	Treasurer	X	Councilors
	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 Elvis, all in favour. (2 min)
- 2.3. Approval of Minutes of meeting #7 of Aug 04, 2017. Moved by Victor, seconded by Rajendra all in favour (5 min)
- 2.4. Monthly Financial Statement – (Peng) (5min) – Peng presented the monthly statement to the BOE.

3. Decisions/Special

- 3.1. Drone proposals to be approved for November (Murad) – Proposal to be sent to BOE through email for approval by next week. Proposal highlights are (i) 3000 CAD special funding proposal, 1500 CAD for volunteer training and venue, 700 CAD for equipment and 250 for food, 250 for stationary and 250 for SOP and ongoing volunteer training. (ii) Ground training for members, Govt. permits and learning. and (iii) PEO PEAK Workshop compliant.
- 3.2. MS office licence for Laptops – Murad to purchase 5 licenses for 1-year and distributed among the BOE for Chapter laptops.
- 3.3. Printer for Mathletics – A printer under 500 CAD to be purchased by Javeed.

4. Input/Action Items

4.1. Progress Reports

- 4.1.1. Mechatronics (Javeed) – Javeed presented the updates on Mechatronics, rules to be sent to Jega, Kick-off meeting to be conducted on Sept 22, 2017. Event will be held on Nov 4, 2017.
- 4.1.2. Licensure Assistance Program - LAP (Elvis) – Elvis updated the board about LAP, it is a 6 months duration program. The program is between Mentor and Mentee. Mentors to update the information in the website which will be accessed by PEO. Additional applications have been received and might be accessed for next year.
- 4.1.3. GLP Update – (Asogan) – Chapter GLP Scorecard report to be sent out by Asogan and will be approved by Murad. Mitzie Hunter conducted a BBQ event and Asogan, Murad, Mohd Naqvi and Samuel attended the event. Chapter to propose Soo Wong for the PEO MPP Appreciation Award.
- 4.1.4. STEMZ and Mathletics 2017 (Karthiga/Javeed) – Karthiga explained about STEMZ event and the first joint meeting on STEMZ and Mathletics was held at La Sani Grill. The joint events will be held on Oct 21, 2017 at Scarborough Civic Center. Javeed explained about the questions for Mathletics and this year the event will be for Grades 5 and 6 – Juniors and for Grades 7 and 8 – Seniors.



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- 4.1.5. Seminars (Asogan) – Asogan briefed the Board about three Seminars conducted in this year till date.
- 4.1.6. All members tour (Karthiga) – Karthiga briefed the Board about 3 tours conducted in this year till date.
- 4.1.7. Aspiring Engineering Scholarship (Karthiga) – Karthiga briefed about the inputs received from the Judges/Reviewers. The winner to be posted on the website.

4.2. Upcoming events

- 4.2.1. Balsawood Glider Contest (Rajendra) – Rajendra update the Board about the first meeting on this contest. The event is on Saturday (Sept 16, 2017) for Grades 7 and 8. Keynote speaker to be Greg Merrill CD P.Eng FEC PMP. This year's contest to have Bi-planes and the students to bring their own paper planes for the event.
- 4.2.2. Technical Seminar - PMP (Sept 26, 2017) (Asogan/Karthiga) – Karthiga briefed about the seminar to be conducted on Sept 27, 2017. Asogan to do the booking at Yee Hong Centre.
- 4.2.3. 2018 EIT Award and Order of Honour – Chapter to review any EIT or Order of Honour details.

4.3. Web Updates

Mechatronics details to be updated

5. **Information**

5.1 Councillors' Report. (5 mts each)

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

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

- 7.1. Next meeting set for Oct 6, 2017 at 6:30pm, Venue: Yee Hong Center, booking by Asogan, refreshments by Victor.
- 7.2. Adjournment. Motion moved by Jega, seconded by Murad.
- 7.3. Meeting adjourned at 8.00 PM ET

Volunteers:

- 1. Bala Balasingam
- 2. Gloria Sam EIT
- 3. Madu Suthanan P.Eng
- 4. Miles Mailvaganam P.Eng
- 5. Raji Mailvaganam
- 6. Samuel P Jacob P.Eng
- 7. Bappy Ahsan EIT
- 8. Stephan Shatara P.Eng
- 9. Gnana Prakasam EIT
- 10. Mohammad Naqvi EIT
- 11. Manzoor Chowdhury EIT
- 12. Mohammad Chowdhury EIT