



Scarborough Chapter

7MEETING:	PEO Scarborough Chapter Board Meeting				
DATE:	Friday, May 04, 2018	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	
	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	Volunteers	
	Peng Zhang, P.Eng., LEED AP	Treasurer	X		
	Elvis (Pinjing) Wang, P.Eng., LEED AP	Executive	X	Councillors	
	Rajendra Gadhvi, EIT	Executive	X		
	Karthiga, Thevaseelan, EIT	Executive	X		
René Siguenza, P. Eng	Executive	X			

1. **Call to Order**

- 1.1. Murad called the meeting to order at 7:01 pm (1 min)
- 1.2. Introduction of attendees (5 min)
- 1.3. Welcome by Chair (5 min)

2. **Routine Business**

- 2.1. Approval of Agenda -Moved by Murad, Seconded by Javeed all in favour. (2 min)
- 2.2. Approval of Minutes of meeting #3 of April 6, 2018. Moved by Peng, seconded by Javeed all in favour (5 min)
- 2.3. Monthly Financial Statement – (Peng) (5min)
 - Murad asked Peng to review finances for the meeting. Peng presented current finances. and stated all cheques have been cashed out except for one, Peng will re-issue cheque.
 - Victor suggested to look into storage for October. All agreed.
 - Murad requested 2019 Budget to submit by June 29 and meet to be set up May 31st for financial budget 2019.

3. **Decisions/Special**

N/A

4. **Input/Action Items**

4.1. Progress Reports
 4.1.1. Newsletter #1(Dr. Javeed) –Javeed stated email requesting articles have been sent out and the last day to receive articles for the newsletter set for May 15, 2018. Javeed stated draft of the newsletter will be sent to board May 20th, 2018 for review before sending out final copy in June 1st 2018.

4.1.2. Spring LPC (Victor) – Victor stated currently there are 20 recipients and 15 guests registered. Victor will send out reminders to 48 recipients. Jega to call recipients. Murad suggested a potential pre-meeting on May 11th prior to the event to discuss the responsibilities during the event. Murad suggested a restaurant. Victor agreed.

Murad suggested combining BBQ and LPC meeting by next week. Meeting next Friday May 11, 2018, restaurant TBD. Victor to book next Friday for meeting to discuss LPC and BBQ.

4.1.3. GLP Update (Victor) – No update this week. Victor stated as June 2nd election date the possibility of councillors attending events is low. Murad suggested Victor to sit down with GLP committee and review missed meetings. Santosh attended Chin Lee’s Campion initial head office opening ceremony.

4.1.4. LAP & Education Committee Update (Elvis) – Concern of eblast being sent only to



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engineers. Elvis to look into obtaining EIT emails. Elvis stated LAP has not officially started, currently doing preparation. Elvis stated eblast to be sent to EIT's after obtaining contact list. Eblast to engineers will be sent by Murad/Jega tonight.

EDU – Elvis stated conference will be held on 25th and 26th of May. PEOSC to show SRSC as a presentation with activities completed with shake table. Elvis with EDU committee discussed the event and planning. Concerns of brining a volunteer to the event. Elvis and committee to investigate obtaining extra tickets for volunteers.

4.1.5. Women in Engineering (Karthiga) – No update currently. Discussed possible dates with suggestion of setting up a joint meeting with the Willowdale Chapter. Date to be set up end of May/Early June.

4.1.6. Seminars (Victor) – Victor stated Biomass seminar to be set up on May 29, 2018 6:30pm. Rene to update website and send eblast. Asogan provided confirmation the Bendale Library has been booked. Victor looking for members help during seminars.

4.1.7. Family BBQ (Victor) – Victor to set up Friday May 11, 2018 meeting set up to discuss coordination.

4.1.8. Mathletics (Rajendra) Volunteer sign-up sheet circulated during the meeting. Sample questions distributed at meeting with 2 different set of questions. One junior (5-6) and other seniors (7-8). Rajendra requested the Board and Volunteers to submit 10 questions by August 8. The 1st 8 people to submit 10 questions will win tickets to Pearson airport de-icing. STEMZ and Mathletics to occur on the same day.

4.2. Upcoming events

4.2.1. Technical Tour (Murad/Karthiga) – Aquaponics trip to be set for July 28, 2018. Karthiga to confirm with Aquaponics organization. Transportation for the trip will be the responsibility of each individual. Karthiga to figure out catering/food.

Karthiga suggested August 18, 2018 as tentative date to visit the Peterborough locks. Karthiga to research and get quotes for coach bus and other events (brewery, cheese factory, park etc.)

4.2.2. Aspiring Engineering Scholarship (Karthiga) – No update. Karthiga to set up emails/flyers to go out to school within two weeks.

4.2.3. BGC (Elvis) – Suggestions made for changing the format of the competition where instead of presenting prior to the quiz, the students are provided with all material prior to the event online. Kick off meeting to be set up July or 1st week of August. Website to be set up in august. Murad raised the issue of brining a guest speaker, mainly the pilot(Greg). Elvis stated he will look into the issue.

4.2.4. Mechatronics (Dr. Javeed) – Javeed stated event set for November 10 and the room to be confirmed. Javeed stated prior to the July meeting a working model will be ready. Javeed stated constructive comments from previous meeting to be incorporated to the event/design.

4.3. Web Updates

Murad stated in the absence of Rene he will provide web updates. Murad stated currently on the website LPC and BBC has been updated. Outstanding material included posting SRSC results.



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5. Information

5.1 Councillors' Report. (5 mts each)

The Councillor introduced himself as this is his first PEO Board meeting. The Councillor is looking for feedback from the Board and Volunteers in a general regard. Councillor stated he is looking for members input for change and improvement.

On behalf for the board Murad stated the Scarborough chapter is one of the most active chapters with multiple events each month. Murad stated the main request for the Councillor is looking for support with budget and activities. Murad stated the hope to see Councillor on PEO Board meetings and events more often providing updates on councillor reports informing PEO of key points from the meetings

6. Other Business: (5 mts)

6.1 Other Business

6.1.1 Shake table for SRSC

Ghassan requested to inform the board about improving the SRSC shake table. Ghassan suggestion to use UofT shake table or look into external providers and cost. Other suggestion that Ghassan provided is to include professors during the build process of the shake table. Murad stated all good ideas and suggested Ghassan to provide actions for those items and bring the results to the next board meeting. Ghassan acknowledged this and will look into the providing cost of shake table, inquiring on specialist and using UofT lab.

6.1.2 Victor stated he received correspondence from the London chapter regarding sharing information such as using a cloud. Murad stated last year Javeed already created a google group which shares information much like the cloud. Javeed stated to be able to use google group each person will require a gmail account. Javeed stated he will reactivate drive and board members to sign up.

Murad and Dr. Javeed will attend ECRC on June 9, 2018 date booked.

7. Next Meeting Date and Adjournment – 2 mts

7.1. Next meeting set for June 8, 2018 at 6:30pm, Venue: Yee Hong, booking by Asogan and Refreshments by Rajendra

7.2. Adjournment. Motion moved by Murad, seconded by Javeed

7.3. Meeting adjourned at 8.35 PM ET

Volunteers:

- Ghassan Fayad
- Madu Suthanan
- Asogan Narayana
- Samuel Jacob
- Santosh Gupta
- Senthilkumar Subramani
- Shinta Gragossian
- Syed F haider
- Tanvir Qureshi