



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting			
DATE:	Friday, April 5, 2019	TIME:	6.30 PM ET	
LOCATION:	Yee Hong Centre for Geriatric Care, 60 Scottfield Dr. ON, (SE of Middlefield and Finch Avenue)			
CHAPTER BOARD:	Lin (Victor) Lan, P. Eng., LEED AP.	Chair	x	GUESTS
	Peng Zhang, P. Eng., LEED AP	Vice Chair	x	
	Murad Hussain, M. Eng., P.Eng., FEC	Past Chair	x	-----
	Javeed Ahmed Khan, Ph.D., P. Eng., SMIEEE	Treasurer	x	Volunteers
	Rajendra Gadhvi, P.Eng.	Secretary	x	
	Elvis (Pinjing) Wang, P.Eng., LEED AP	Executive	x	Councilors
	Shinta Gragossain, EIT	Executive		
	Santosh Gupta, P. Eng.	Executive		
	René Siguenza, P. Eng.	Executive	x	

1. **Call to Order**

- 1.1. **Victor** 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 **Peng**, Seconded by **Javeed**, all in favour. (2 min)
- 2.3. Approval of Minutes of meeting #2 of March 8, 2019. Moved by **Murad**, seconded by **Peng** all in favour (5 min)
- 2.4. Monthly Financial Statement – (**Javeed**) (5min); **Javeed** presented the financial statement and informed that the new officers to sign the cheques visited the Bank on March 23, 2019 and completed the formality. **Javeed** proposed to increase the budget. It was decided to increase the budget by 10 % to allocate more amounts for our programs like the engineering scholarship.

3. **Decisions/Special**

- 3.1.

4. **Input/Action Items**

4.1. Progress Reports

- 4.1.1. Seminar (**Elvis**) – The last seminar was successful with more than 60 attendees. Agincourt library was found to be a good venue for hosting seminars. **Murad** will be speaker of the next seminar about “Registration of engineering firms” on April 30, 2019. Asogan to book the Agincourt Library.
- 4.1.2. MERC (**Murad**) – **Murad** has circulated the report to Board members two weeks ago and would circulate one more time. **Murad** emphasized that if no response/comments is received by coming Tuesday he will send it to PEO.
- 4.1.3. BBC/SRSC (**Shinta**) – **Shinta** reported that 13 student teams attended SRSC out of 15 registered and 48 teams attended BBC. A total of 123 students participated in the events. 3 MPPs and 3 City Councillors graced the occasion. **Victor** has sent thank you letters to them. A thank you note has been sent to the dignitaries by **Shinta** also. A post mortem meeting has been kept on April 16, 2019 the venue for which is most likely to be Kornerstone Bar and Grille. **Shinta** to confirm the date and venue. **Rene** inquired about the scoring and publishing of results and photos. **Asogan** advised that he has sent two links, one for the videos and one for the photos. **Rene** to update the website with the contest results and link to the pictures.
- 4.1.4. LAP (**Peng**) – **Peng** stated that there was nothing to report at the moment. She was planning to have a meeting with **Elvis** after the board meeting but since **Elvis** is not present she will set up a meeting with **Elvis** at some other time. **Victor** to inform PEO to provide information and password to the LAP to Peng.



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- 4.1.5. MEE (**Rene/Murad**) – **Rene/Murad** informed that the MEE competition will be held on April 13, 2019 between 9:00 AM to 2:00 PM at Yee Hong Center. Volunteers should arrive by 9:00 AM and the registration will start at 9:30 AM. 30 students have registered. **Murad** will check for two students who have registered through email. **Rene** would arrange for the breakfast and **Victor** will arrange for lunch. Volunteers meeting for Judges will be held on Tuesday, April 9, 2019 at the La Sanni Grill at 6:30 PM. It was suggested that somebody to serve the food so that children don't waste food. Registration fees are kept as \$ 5, and **Murad** will purchase gift cards and buy more kits of approximately \$ 100. Raffle tickets may be obtained from Best Buy. **Murad** emphasized that for MEE there will be no outside schools.
- 4.1.6. LPC/CPC (**Santosh/Shinta**) – Messages have been sent to MPPs and city Councillors. 2 MPPs and 2 city councillors have confirmed that they will attend. The formal invitation letters to be sent to MPP/PEO/ VIP in time to book their time in advance. **Victor** to inform PEO to provide a list of new engineers to **Shinta**.
- 4.1.7. School Coordination (**Javeed, Shinta, Stephan**): Schools have been contacted and TDSB and TCDSB have posted or consented to distributing our event information.
- 4.1.8. AGM - Board reviewed the approved AGM Minutes sent to PEO.
- 4.1.9. GLP – **Samuel** is preparing photos and report for BBC/SRSC event, then send to PEO. **Victor** to remind Samuel.
- 4.1.10. Recognition of Volunteers – As some of the volunteers had not received the email, it was suggested that the service record spreadsheet should be sent again.
- 4.1.11. STEMZ Night of School – **Murad** and **Shinta** will attend the event.

4.2. Upcoming events

- 4.2.1. PEO AGM, May 3 and 4 (**Victor/Peng**) – **Victor and Peng** will attend the PEO AGM.
- 4.2.2. Women 30 x 30 – **Shinta and Karthiga** to attend the event for 30 x 30.

4.3. Web Updates

- 4.3.1. **Rene** to complete all the upload for BBC/SRSC.
- 4.3.2. MEE pick-up link will be taken care of by **Murad**.
- 4.3.3. **Shinta** to provide information to **Rene** for updating information for LPC

4. Information

5.1 Councillors' Report. (5 mts each)

5. Other Business: (5 mts)

6.1.1

6. Next Meeting Date and Adjournment – 2 mts

- 7.1. Next meeting set for May 10, 2019 at 6:30pm, Venue: Yee Hong Center, booking by **Asogan**. Refreshment by **Victor**.
- 7.2. Adjournment. Motion moved by **Javeed**, seconded by **Rene**.
- 7.3. Meeting adjourned at 8:25 PM ET



Volunteers:

Jega Jaganathan, Ph.D., P.Eng.
Madu Suthanan, P.Eng., FEC
N. Asogan, P.Eng.
Karthiga Thevasalan, EIT

Cherisse Diaram, EIT
Senthilkumar Subramani, P.Eng.
Anton Croos