



Scarborough Chapter

MEETING:	<b>PEO Scarborough Chapter Board Meeting</b>				
DATE:	Friday, September 11, 2020			TIME:	6.30 PM ET
LOCATION:	Video Conference - <a href="https://zoom.us/home">https://zoom.us/home</a>				
CHAPTER BOARD:	Lin (Victor) Lan, P. Eng., LEED AP.	Chair	x	GUESTS	Peter Cushman
	Peng Zhang, P. Eng., LEED AP	Vice Chair	x		
	Murad Hussain, M. Eng., P.Eng	Past Chair	x	-----	
	Javeed Ahmed Khan, Ph.D., P.Eng, SMIEEE	Treasurer	x	Volunteers	
	Rajendra Gadhvi, P.Eng.	Secretary	x		
	Shinta Gragossain, EIT	Executive	x	Councilors	
	Santosh Gupta, P. Eng.	Executive	x		
	René Siguenza, P. Eng.	Executive	x		
Samuel Jacob, P. Eng.	Executive	x			

1. **Call to Order**

- 1.1. **Victor** called the meeting to order at 6:37 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 as amended by **Santosh**, Seconded by **Peng**, all in favour. (2 min)
- 2.3. Approval of Minutes of meeting #7 of August 14, 2020. Moved by **Rene**, seconded by **Santosh** all in favour (5 min)
- 2.4. Monthly Financial Statement – (**Javeed/Rajendra**) (5min) – **Javeed** informed that there is no change in the monthly statement from the previous month and that it remains the same.
- 2.5. PEO Business Plan review seminar (**Javeed**) – **Javeed** stated that the details of BP review will be done in the BP meeting to be conducted after the end of the BOE meeting.
- 2.6. Financial Auditing (**Jega**) – **Jega** stated that the question of balancing the book up to June is outstanding because of \$ 2000 which is missing. **Javeed** mentioned that he attended the PEO meeting by **Julie Hamilton** where she conceded that balancing of the book was an issue with many other chapters and that this year, they are accepting unbalanced books and from next year there will not be any internal auditing. **Jega** raised a very pertinent question of how to address this issue at the AGM. **Javeed** agreed and stated that he has requested an itemized statement from PEO, and that **Julie** informed him that she will get back to **Javeed** after consulting their finance department but **Javeed** has so far not received any reply from them. **Javeed** will follow up with PEO and update Board members in due course of time.
- 2.7. Meeting of Business Plan 2021 – To be discussed in the follow up meeting

3. **Decisions/Special**

- 3.1.
- 3.1.1.

4. **Input/Action Items**

4.1. Progress Reports

- 4.1.1. Engineering Scholarship (**Peng**) – **Peng** informed that she has received 7 application packages which she has not evaluated yet, but hopefully the evaluation would be completed by the next BOE with a comparative statement.
- 4.1.2. Mathletics (**Samuel/Shinta**) – **Samuel/Shinta** proposed to postpone the event to some date in November as the schools had not begun the on-line classes and there was uncertainty for 3 to 5 weeks in this connection. However, **Jega** emphasized that this is not going to affect our program as our format for the competition is on-line and since parents are going to register for students and not teachers we can go ahead with communication and registration as per the original schedule and keep the competition on October 24, 2020. It was decided to revise the website to take care of



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registration introducing the google form and have a meeting of core volunteers to plan the event as per the original date. In connection to query by **Rene, Jega** clarified that we need to introduce google classroom or platform to take care of the competition format.

- 4.1.3. 30 X 30 (**Karthiga**) – Updating on behalf of **Karthiga, Victor** informed that he will circulate the email from York Chapter in connection to the 30 X 30 workshop organised by them, which any member can register and join. **Peter** informed that the date is September 16<sup>th</sup>.
- 4.1.4. MEE/Mechatronics (**Murad/Stephan**) – No update now. **Murad** will update later.
- 4.1.5. Seminar for August (**Samuel/Peng**) – **Samuel** informed that 80 people registered for the seminar of **Jega** out of which 35 attended the seminar which was very informative and provided a good overview and insight into the various aspects of the Sewage Treatment Plant operation and building.

4.2. Upcoming events

- 4.2.1. Seminars for September (**Samuel/Peng**) – **Victor** informed that **Murad** is available to present his seminar sometime in the end of September and would provide the details in the due course of time. As for the second seminar for September, **Peng** informed that **Alan** was too busy due to end of the year and hence his seminar we will shift to October.
- 4.2.2. LAP 2020 (**Rene**) – **Rene** inquired about the timeline for the program. **Peng** stated that she will pass on to **Rene** contact details of PEO program manager with all the information about the program as well as the timeline followed last year to help **Rene** with the planning for the program. She also suggested that **Rene** should first contact PEO and then they can have a meeting to work out the details for the program.
- 4.2.3. Newsletter Spring 2020 (**Rajendra**) – **Rajendra** informed that as decided in the last BOE meeting we are going to have one newsletter at the end of this year. Providing further input on the timeline he said that he will wait for the Mathletics event to be completed in October after which he will start preparation of the newsletter and would complete it after the other events in November are finished to have the newsletter ready in the first week of December after compilation and review by the other members of the review committee.
- 4.2.4. LPC (**Rajendra**) – **Rajendra** read out response from **Sharon** of PEO with whom he had communicated about the three options discussed in the previous BOE meeting, and highlighted that essentially since the PEO office was closed, no administration from PEO side was possible and that option # 1 which is to hold the LPC 2020 in 2021 was the best option suggested by **Sharon**. **Santosh** agreed that the proposal to hold the LPC 2020 in 2021 was right. **Javeed** presented issues in connection to the number of people that can be accommodated at the Brighton Convention Center and the BP allocations for the 2021 which could not have amounts from 2020 carried forward. **Santosh and Jega** both informed that the Brighton Convention Center can easily accommodate more people if we rent more than one hall. They were also of the opinion that by renting more than one hall or by holding two events separately in 2021, the guests of recipients can also be invited. As regards the cost it was suggested that the BP should be scaled up to include expenditures for both the events to be held in 2021. As regards the query of **Peng** for the recipients of 2019 who had not collected their certificates, **Rajendra** indicated that he had communicated with **Sharon** for this and copied the email to **Peng** who must have received the response. **Peng** asserted that she had received the response and communicated with the 10 recipients for their mailing address, out of which 7 recipients have confirmed their mailing address. **Rajendra** called for the motion to postpone the 2020 LPC to 2021 which was seconded by **Santosh**. All in favour.
- 4.2.5. Search Committee (**Murad**) – **Victor** updating on behalf of **Murad** informed that **Murad**



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intends to call for nomination during his seminar presentation and the process would be highlighted at that point in time.

4.2.6. Past Chair Workshop (**Madu**) – **Madu** informed about the email received from the York Chapter chair about the meeting, which was circulated to past chairs **Jega, Murad, and Asogan**. **Madu** attended the meeting and opted to join the committee which plans to have the workshop and form an informal advisory committee/group of former chairs who can provide their experience and advice to the present board officials in matters where they might not have enough experience. They are planning a workshop for East Central Region and have given four dates from which to choose 1 day. **Madu** suggested that chair circulates this email to the board members so that they can also participate in this workshop.

4.2.7. Little Inventor (**Shinta**) – **Shinta** while describing the concept of little inventor, raised an apprehension as to how the bright ideas of children can be protected from commercial interests as the children might have intention to further develop the idea. She added that we can have a format whereby they just present their idea on-line (may be through YouTube) rather than actually building it and we can have a jury which will observe them on-screen and provide them markings based on who's idea is more original. **Shinta** needed more help to define the competition to which **Santosh** suggested that she can prepare a more concrete proposal with suggestions as to how the Scarborough Chapter should organize the event and present to the board in the next BOE meeting so that input from members can be obtained. **Madu** complementing **Shinta's** idea gave some examples from his past experience to discuss more about the on-line format of such an event. **Santosh** suggested that **Shinta and Madu** should present a concrete concept as to what will be the criteria that little inventor's would have to match to take part in the competition and what the chapter needs to do to organize the event and we should go from there. **Victor** advised **Shinta** to prepare a proposal on paper and circulate amongst the members for fixing a meeting of volunteers to plan the event in detail. **Shinta** agreed for the same and stressed that for the timeline she would call for proposals from competitors in the month of November which will be reviewed against the criteria and then those selected for presentation would be asked to present their invention some time in March, the engineering month.

4.2.8. Virtual BBQ (**Madu/Rene**) – **Madu** explained that BBQ is a family event for entertainment of chapter member and their family members and since this year the event cannot be held outside because of COVID-19 we can have a virtual event where chapter members and their family members can showcase their talent. **Victor** invited **Rene** to get his views as Project Manager for BBQ and asked if he can organize a virtual event on the lines discussed by **Madu** and also supported by **Shinta** and other members. **Rene** inquired if such an event would be live or would have videos to be uploaded. **Victor** recommended that **Rene** does some research and comes up with ideas for arranging such a Virtual Entertainment Event.

4.3. Web Updates (**Rene/Shinta**)

4.3.1

5. Information

5.1 Councillors' Report. (5 mts each)

Councillor, **Peter Cushman**, informed that on September 25<sup>th</sup> he would be re-introducing the motion for anti-racism which he has modified based on overwhelming comments he has received on multi-media platforms. He would circulate the updated copies of the same to all the members



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for their review and comments. **Victor** inquired from **Peter Cushman** about the next ECRC which **Peter** said is on September 29<sup>th</sup>.

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

6.1.1

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

7.1. Next meeting set for October 16 at 6:30pm, Venue: ZOOM, booking by **Victor**. Refreshment by **Shinta**.

7.2. Adjournment. Motion moved by **Santosh**, seconded by **Javeed**.

7.3. Meeting adjourned at 8:15 PM ET

**Volunteers:**

- Madu Suthanan, P.Eng., FEC
- N. Asogan, P.Eng.
- Jega Jeganathan, Ph.D, P.Eng., FEC
- Bala Balasingam
- Mathew Adenkunle, E.I.T
- Gajanan Mailvagnam, P.Eng.
- Lorraine Frazer
- Martin Sheet, P.Eng.