



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting				
DATE:	Friday, July 16, 2021			TIME:	6.30 PM ET
LOCATION:	Zoom				
CHAPTER BOARD:	Peng Zhang, P. Eng., LEED AP	Chair	X	Guests	-----
	Rajendra Gadhvi, P.Eng.	Vice Chair	X		
	Lin (Victor) Lan, P. Eng., LEED AP., FEC	Past Chair	X		
	Shinta Gragossain, P.Eng.	Treasurer	X	Volunteers	-----
	Samuel Jacob, P. Eng.	Secretary	X		
	Dr. Santosh Gupta, P. Eng., FEC	Executive	X	Councilors	-----
	René Siguenza, P. Eng.	Executive	X		
Cherisse Diaram, EIT	Executive	X			

1. Call to Order

- 1.1. Chapter Chair **Peng Zhang, P.Eng.**, called the meeting to order at 6:37 pm (1 min)
- 1.2. Introduction of attendees (5 min). All members were known to each other. No introductions done. A special mention was made to welcome **Ranee Mahalingam, P.Eng., FEC** and Mr. Maha Mahalingam who has registered to attend this month's BOE meeting.
- 1.3. Welcome by Chair (5 min) Peng Zhang welcomed the BOE members and the volunteers

2. Routine Business

- 2.1. Confirmation of Quorum - A Quorum was confirmed.
- 2.2. Land Acknowledgement - This was read by **Cherisse Diaram, EIT**. There was a discussion on the usage of the words "we" and "I". It was suggested that we use the words, "we' and "us" as it relates to all of us collectively. Cherisse Diaram is to confirm the correct wording and send out the text to all BOE members.
- 2.3. Approval of Agenda -Moved by **Dr. Santosh Gupta, P.Eng., FEC**. Seconded by **Victor Lin, P.Eng., FEC**. All in favour.
- 2.4. Approval of Minutes of meeting # 5 of June 18, 2021. Moved by **Rajendra Gadhvi, P.Eng.** seconded by **Dr. Santosh Gupta P.Eng.** All in favour (5 min)
- 2.5. Monthly Financial Statement – **Shinta Gragossian, P.Eng.**, informed the Board of the budget and expenses and confirmed that she will have the mid-year statement up to June 30th ready by the coming weekend.
The meeting to discuss the business plan was scheduled for Sunday July 25th at 7:00 P.M. Draft by Treasurer **Shinta** to be ready by July 23rd and sent to BOE members for review and finalized by the 25th. Business plan to be submitted to the Chapter office by latest July 29th. Minutes of this meeting will be by **Shinta**.
- 2.6. **Dr Jega Jeganathan P.Eng., FEC** reminded about the mid-year financial review and audit. It was schedule to be done during the next weekend.



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3. **Decisions/Special**

3.1.

3.1.1. Current Scarborough Chapter Board member **Rui Li, P.Eng.**, situation discussion. There was a discussion on the resignation of BOE member, **Rui Li, P.Eng.**, and a replacement for his position. Rui's assignment of Website Committee Chair has been passed on to **Rene Siguenza, P.Eng.**

Dr. Santosh Gupta, P.Eng., FEC proposed a motion which was seconded by **Samuel Jacob, P.Eng.** The motion was, "The BOE approves continuing with the existing 8 members and to not appoint /elect a replacement to Rui Li". Motion was passed unanimously. **Peng Zhang, P.Eng.** is to send an email on this to inform the Chapter Manager.

4. **Input/Action Items**

4.1. Progress Reports

4.1.1. LAP - **Rene Siguenza, P.Eng.**, was not present and the Board was informed about an update email that was sent to all Mentor's and Mentees for the mid-point of the program update and feedback.

4.1.2. June Seminar - **Victor Lin, P.Eng., FEC** confirmed that the Seminar # 5 speaker for June 25th was **Dr. Santosh Gupta P.Eng., FEC** and the seminar topic is about the P.Eng. Licensing process. 23 members attended. It was suggested that the recording of **Dr Santosh's** seminar be uploaded in the PEOSC website so that members who need to know more, can access it.

4.1.3. GLP activities - **Rajendra Gadhvi, P.Eng.**, the Chapter GLP chair confirmed that the 3rd GLP committee meeting was held on July 14th and that all representatives have completed the online quiz. Issues on completion status and future events were discussed. The letters of invitation to be sent to all MPP's for the PEOSC July 23rd virtual BBQ and Hike. The draft for the letter provided by GLP chapter chair **Rajendra Gadhvi, P. Eng. Dr. Santosh Gupta** confirmed that **MPP Hon. Raymond Cho** has accepted the invitation and the zoom link is to be sent. **Samuel** appraised the committee about the activities of **MPP Vijay Thanigasalam** and his advancement in Ontario politics. **Cherisse Diaram, EIT** is to prepare the agenda and send out to all MPP volunteers.

4.1.4. Aspiring Engineering Scholarship - In the absence of Rene, **Karthiga Thevaseelan, EIT** read out the email received from Rene. All documents have been updated and eblast was sent out to the schools. **Peng Zhang, P.Eng.**, suggested that the application phase is to remain to July 31 for now and see if the extension is needed when the application deadline is up. Only 1 application was received so far. It was suggested that the program be advertised during the virtual BBQ and is to be included in the slides.

4.1.5. 30 by 30 - **Cherisse Diaram, EIT** updated the BOE on the Regional committee continuing its efforts to reach out to employers and present the 30 by 30 goals to employers.

4.1.6. Virtual Technical Tour - **Peng Zhang, P.Eng.**, gave an update on the success of the 2 tours conducted on June 24th and July 08. 44 and 48 members participated in the tour respectively. Registrations for both days exceeded 100. There was a vibrant Q & A session following each tour. The appreciation letter sent to Toronto water treatment Director Williams. The letter from Williams was read out to the BOE members. **Shinta Gragossain, P.Eng.**, mentioned that she had some photographs and all were requested to upload on the google documents. **Peng** expressed her thanks to all board members and **Dr. Jega Jeganathan, P.Eng, FEC.**



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4.2. Upcoming Events

- 4.2.1. Aspiring Engineering Scholarship - No updates as Rene not present.
- 4.2.2. STEMZ/Mathletics - **Rajendra Gadhvi, P.Eng.**, informed the committee that July 31st is the last date for all articles and will work on preparation of questions for STEMZ. **Madu Suthanan, P.Eng., FEC** informed that he will be submitting an article as well shortly. **Dr. Santosh Gupta, P.Eng., FEC** has already submitted an article for this event. **Cherisse Diaram, EIT** updated that there were no new questions or submission for Mathletics. To call for a Mathletics subcommittee meeting.
- 4.2.3. Seminars - **Victor Lin, P.Eng., FEC** confirmed that the next seminar was scheduled for July 28th and **Karthiga Thevaseelan, EIT**, was the speaker on Highway design and project management. **Muhamed Naqvi, EIT** mentioned that he was not able to update for the seminars as no more than 2 people can update at the same time. Since June 19th there has been no training provided to **Muhamed**. Rene to talk to **Dr. Jega** on this. **Rene** will look after the updating as of now. There was a suggestion to make technical seminars be eligible for PEAK credits and a discussion followed. There was a discussion on whether to use registered numbers or actual attendees for the Business plan. One view was events are planned according to registrations received, as opposed to basing it on how many actually show up. Consensus was to follow PEO's system of reporting for progress reports.
- 4.2.4. GLP activities – **Rajendra Gadhvi, P.Eng.**, updated that the representatives of the 6 ridings are requested to send invitations to their MPP's for attending the Chapter virtual BBQ and Hike nite. He has provided all GLP representatives with a template of the invitation letter and representatives are to include their contact information on the letters for ease of contact.

Rajendra asked the committee for clarification on GLP subcommittee meeting refreshment costs. Shinta confirmed that she will include these under Volunteer training meetings. Peng suggested inviting MPP's for Seminars but the consensus was that the invitations be limited to major event which is also in line with GLP office directives.
- 4.2.5. Spring/Summer Family Event/Virtual BBQ – **Cherisse Diaram, EIT** is to prepare the Agenda for the virtual BBQ to all GLP representatives to send out to the MPP's. **Cherisse** reminded the members that there will be a time of cultural activity where members can showcase their singing and other talents. There is also an opportunity for members to showcase their favourite gardens and parks by way of a slide show. Only a few have registered so far and others are encouraged to register.
- 4.2.6. PEOSC Spring/Summer Newsletter - **Samuel Jacob, P.Eng.**, requested for help from members for helping him compile this newsletter. He requested those with pictures and other articles to send in even small pieces of interest to the Engineers in our Chapter. There was a discussion on a realistic deadline and Peng suggested that we set end of August as the deadline to send to PEO office for their review. There was also a discussion on the lack of articles from the members in spite of the email invitation going out a couple of months back. **Samuel** encouraged all to send in at least a small article on their field of expertise. Shinta inquired if any special systems used by one's company can be part of an article.
- 4.2.7. PEO Awards committee update - **Dr Santosh Gupta, P.Eng, FEC** gave the background on what happened last year with the 2 nominees for last year's awards and what else needs to be done this year to forward the same 2 names.



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4.3. Web Updates - Rene is absent and all items remain to be updated.

- 4.3.1. Upload AGM 2021 information under Past Events on the website
- 4.3.2. Upload the photo of new Board on the website
- 4.3.3. Upload YIS 2021 information under Past Events on the website
- 4.3.4. Upload Seminars information under Past Events on the website.
- 4.3.5. Upload the BOE meeting minutes of Feb and March on the website under Past Events.

Muhamed Naqvi, EIT is to be the backup person with Rene doing the updating for this year. The goal is to have **Muhamed** to be able to do it independently next year.

Samuel Jacob, P.Eng., suggested outsourcing the web site updates to a person who can do a professional job and also get paid from the Chapter budget. Requested that the website be updated regularly so that members can stay abreast of what is happening on a real time basis as opposed to hearing about things after they have happened. **Madu Suthanan P.Eng., FEC** suggested that **Dr Jega** and **Narayanapillai Asogan, P.Eng., FEC** take it over and provide technical training for a couple of members who will be able to update. Other than the June 19th training there has not been any training. **Shinta** drew the committee's attention to the budget provision for outsourcing the website updates. There was a suggestion not to overload Rene with the website updating. **Peng** suggested in conclusion that we focus on updating the news on upcoming events as that is more important than past events. It is suggested to discuss this offline at another time.

5. **Information**

5.1 Councillors' Report - No Councillor present and so no reports. **Councillor Peter Cushman P.Eng.**, is indisposed and so sent in his apologies for absence.

6. **Other Business:**

6.1 **Victor** wants to remind everyone of uploading pictures on the google drive. The goal is to make it possible for members to access. To update and share. Victor confirmed that he has sent Google drive to all BOE members and **Madu** and **Dr. Jega**.

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

- 7.1. Next meeting set for Aug 19th (Thursday) at 6:30pm, Venue: Virtual meeting by zoom. Refreshment for this meeting by **Samuel Jacob, P.Eng.**
- 7.2. Adjournment. Motion moved, seconded and unanimously passed by all present
- 7.3. Meeting adjourned at 8:18 PM ET

Volunteers:

- 1. **Dr. Jega Jeganathan, P.Eng., FEC**
- 2. **Madu Suthanan P.Eng., FEC**
- 3. **Muhamed Naqvi, EIT**
- 4. **Karthiga Thevaseelan, EIT**
- 5. **Narayanapillai Asogan, P.Eng., FEC**
- 6. **Ranee Mahalingam, P.Eng., FEC**
- 7. **Maha Mahalingam**