



Scarborough Chapter

MEETING:	PEO Scarborough Chapter Board Meeting				
DATE:	Thursday, September 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 Gragossian, P.Eng.	Treasurer	X	Volunteers	
	Samuel Jacob, P. Eng.	Secretary	X		
	Santosh Gupta, P. Eng.	Executive	X	Councilors	
	René Siguenza, P. Eng.	Executive			
	Cherisse Diaram, P.Eng.	Executive			

1. **Call to Order**

- 1.1. **Peng Zhang P.Eng., LEED AP.** chapter chair called the meeting to order at 6:36 pm
- 1.2. Introduction of attendees: There was 1 new attendee. So, the BOE members introduced themselves.
- 1.3. Welcome by Chair Peng Zhang.

2. **Routine Business**

- 2.1. Confirmation of Quorum was completed.
- 2.2. Land Acknowledgement was read out by **Dr Santosh Gupta P.Eng., FEC**
- 2.3. Approval of Agenda as amended -Moved by **Dr Santosh Gupta** and seconded by **Victor Lin P.Eng., FEC**. All in favour.
- 2.4. Approval of Minutes of meeting #7 of August 19, 2021. Moved by **Rajendra Gadhvi P.Eng.**, seconded by **Dr Santosh Gupta**. All in favour.
- 2.5. Monthly Financial Statement – **Shinta Gragossian P.Eng.** updated the members on the expenses and funds available as of Aug 31'st 2021. She confirmed that the amount approved for the 2022 business plan has provisions for new activities. More networking and wine and cheese events planned for EIT's. The chapter will be hosting 3 years license presentation ceremonies. There was an amount for registrations added to the final budget allocation. New workshops for STEM are also planned for the coming year.

3. **Decisions/Special**

- 3.1. NA
- 3.1.1. NA
- 3.1.2. NA

4. Input/Action Items

4.1 Progress Reports

- 4.1.1. LAP: **Rene Siquenza P.Eng.** was not present and so no updates received. Peng Zhang informed that there are no reports of any Mentees getting their P.Eng. License.
- 4.1.2. August Seminar: **Victor Lin** informed the committee that the last seminar on August 25'th had 88 registrations and 31 members attending.
- 4.1.3. GLP activities: **Rajendra Gadhvi P.Eng.** reported that the 4'th GLP committee meeting was held on Sep 07, 2021, and the lack of attendance of some members was discussed. It was decided that members who absent themselves for 3 consecutive meetings



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will have their MPP's reassigned to other members in the GLP. The excel sheet for attendance was prepared and circulated among the members.

- 4.1.4. Aspiring Engineering Scholarship (**Rene**). No members present for this sub committee and so **Peng Zhang** gave an update. One winner has been selected out of 10 applications and PEO office has been contacted for the payment of the scholarship.
- 4.1.5. 30 by 30 : **Cherisse Diaram P.Eng** was not present to report. **Samuel Jacob P.Eng** informed the committee that he registered and was able to listen to the recording after the event.
- 4.1.6. Chapter Business Plan of 2022: **Shinta Gragossian P.Eng**. Peng Zhang confirmed that the business plan submitted has been approved and we were advised by Julie Hamilton of the chapter office to wait for the formal approval from the Regional councillor.
- 4.1.7. Financial Auditing: Dr **Jega Jeganathan Ph. D., P.Eng**. The half yearly audit looks good so far and is ongoing. Final review will be done by the year end.
- 4.1.8. PEO SC Spring/Summer Newsletter: **Samuel Jacob P.Eng** informed the Board that the draft has been reviewed by the Board members and will be sent to the PEO office to Sharon Gillam and Julie Hamilton and thanked Syed, Cherisse and Asogan for their contributions. Santosh Gupta said he reviewed it and had no comments.

4.2 Upcoming Events

4.2.1 STEMZ/Mathletics: **Rajendra Gadhvi P.Eng. and Cherisse Diaram P.Eng.** As Cherisse is in Saskatoon on her job assignment, communications with her on the agenda are ongoing. The two events will be held on Oct 23rd in series with STEMS in the morning and Mathletics in the afternoon. There was a discussion on the agenda. It was suggested to have the volunteers' pictures at the end. Peng Zhang suggested that we include the vote of thanks. There was a discussion on whether to use Google forms or Eventbrite for the registrations and it was to go with Google forms till the end of the year. A meeting was decided to be held on Saturday Sep 25th at 9:00 A.M. to discuss all related matters on these 2 competitions. The urgent task was identified as sending out invitations to the schools and Mathew Akendule EIT to execute this task. Individual letters to MPP's to be sent by the respective representatives. Peng reminded the chair to invite newer volunteers who have recently joined and Rane Mahalingam and Maha Mahalingam. Rajendra to send the meeting invite for both STEMZ and Mathletics.

4.2.2 Seminars: **Victor Lin P.Eng. FEC** informed all that the next seminar on Ransomware and Cyber security was scheduled for Wednesday Sep 29th and the seminar committee meeting will be on Monday September 27th at 7:00 P.M.

4.2.3 GLP activities: **Rajendra Gadhvi P.Eng.** All GLP representatives will be asked to send out the invitations to the respective MPP' for the upcoming events in October.

4.2.4 PEO SC Fall/Winter Newsletter: **Samuel Jacob P.Eng.** called for articles for the submission of articles for the second newsletter. Program managers were reminded to send in their reports immediately after the event as well as upload the photographs to the Google drive. Chapter chair Peng reiterated the need to publish this newsletter on time, as it is linked to providing information on the upcoming 2022 AGM.

4.2.5 ECRC: Next meeting is scheduled for Sep 29th. **Rajendra Gadhvi and Peng Zhang** will



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attend.

4.2.6 30 x30: No update as **Karthiga Thevaseelan EIT** and **Cherisse Diaram P.Eng.** not present.

4.2.7 AGM 2022 notice: **Dr Santosh Gupta** to confirm with **Christian Bellini, P.Eng.**, PEO President, of his availability for Jan 22'nd 2022 to be the special speaker. **Samuel Jacob P.Eng.** to send out the news release to the Engineering Dimensions. Time is from 9:00 A.M to 12:00 Noon.

4.3 Web Updates (**Rene**)

4.3.2 Upload AGM 2021 information under Past Events on the website

4.3.3 Upload the photo of new Board on the website

4.3.4 Upload YIS 2021 information under Past Events on the website

4.3.5 Upload Virtual Technical Tour for both June 24 and July 8

4.3.6 Upload Virtual Summer BBQ of July 23

4.3.7 Upload Seminars information under Past Events on the website

4.3.8 Upload the BOE meeting minutes of Feb and March on the website under Past Events

All seminar information is updated on the web site. Only STEMZ and Mathletics events information to be updated. Once the website is updated, Shinta Gragossian to post on Facebook and Madu / Asogan on Twitter

5 **Information**

5.1 Councillors' Report. No Councillor present due to personal commitments.

6 **Other Business:**

6.1 PEO Sharepoint licence for chapters. There was a discussion on the recent communication received from the chapter office. PEOSC to renew for necessary storage. Shinta also updated on the recent purchase in this regard.

6.2 Cherisse: Congratulations to **Cherisse Diaram P.Eng.** on getting her License.

6.3 PEO Financial manual – Discussion on limit of \$500 for purchases / out of pocket expenses. Peng requested all PEOSC board members to read the financial manual. Dr Jega kindly posted the link on the chat so that all attendees can access.

6.4 Greetings from **Changiz Sadir P.Eng.** was shared By Peng to all BOE members and volunteers.

6.5 Dr Santosh Gupta expressed his thanks to **N Asogan P.Eng., FEC.** for arranging purchasing of chapter gifts/souvenirs for our volunteers and events.

7 **Next Meeting Date and Adjournment:**

7.1. Next meeting set for Friday Oct 15'th at 6:30pm, Venue: By zoom. Refreshment by **Peng Zhang.**

7.2. Adjournment. Motion moved by and seconded and adjourned.

7.3. Meeting adjourned at 8:00 PM ET.

Volunteers:

1. **Dr. Jega Jeganathan. P.Eng., FEC**
2. **Madu Suthanan P.Eng., FEC**
3. **Bala Balasingham.**
4. **Muhamad Naqvi, EIT**
5. **Narayanapillai Asogan, P.Eng., FEC**
6. **Ranee Mahalingam, P.Eng., FEC**
7. **Maha Mahalingam.**
8. **Nathaly Villada. P.Eng.**
9. **Gajanand Mylvaganam. P.Eng.**