



**Professional Engineers  
Ontario**  
**Scarborough Chapter**

**Minutes of Meeting # 5 (5 Jun 09)**

MEETING:	<b>PEO Scarborough Chapter Executive Meeting</b>				
DATE:	Friday, 2009-06-05			TIME:	6.30 PM ET
LOCATION:	Karaikudi Indian Restaurant, 1225, Kennedy Road, Scarborough.			PAGE:	1 of 2
CHAPTER BOARD:	Raju Chander, P.Eng. Madu Suthanan, P.Eng Ranee Mahalingam, P. Eng N. Asogan, P.Eng Tom Fernandes, P.Eng Ken Chiu, P.Eng. Whitefield Ye, P.Eng. Murad Hussain, P.Eng. Kwame Johnson, EIT	Chair Vice Chair Past Chair Secretary Treasurer Executive Executive Executive Executive	X X X X X X X X	GUESTS ----- Volunteers ----- Councilors -----	Hussam Malek Mei Zhang  Bhadresh Modi, P.Eng Jean Duclair  Santosh Gupta Dennis Carlos

**1. Call to Order**

- 1.1. Raju called the meeting to order at 7:02 pm
- 1.2. Introduction of new members

**2. Routine Business**

- 2.1. Appointment of minute taker  
Murad Hussain was appointed to take minutes for this meeting. Ranee Moved and seconded by Asogan
- 2.2. Approval of Agenda  
Moved by Madu, seconded by Ken to approve the agenda, all in favor.
- 2.3. Approval of 2009-05-01 meeting minutes  
Moved by Madu seconded by Ranee to approve the minutes, all in favour subjected to editorial corrections. None against. Members to ensure that future meeting minute are meaningful and easily readable.
- 2.4 Monthly Financial Statement (Tom)  
Tom presented a brief financial summary.
- 2.5 Action items outstanding from previous meeting minutes.
  - 1) Terminology of Title: Should it be "Chapter Board meeting" or "Executive Board meeting" – Tom Fernandes stated that it is better to call the monthly meets "Chapter Board Meeting" as opposed to an "Executive Board meeting" mainly because an "Executive board meeting" entails a meeting of the President, Secretary, Vice President, Treasurer and Past Chair.

**3. Decisions**

- 3.1 GLP (Government Liaison Program) – Team formation (Raju)  
- Old GLP sub-committee has been dismantled since the members have either moved or are not eligible. Clarification sought - card holding members affiliated with any particular party i.e Liberal, Conservative, NDP etc can be a part of the GLP. Accordingly Murad Hussain, Madu along with Raju (Chair) will form the GLP. PAN members of OSPE are not eligible to be part of GLP. This team may have change in the future, depending on the PEO Policy.

**4. Input/Action Items**

- 4.1 By-Law amendments – Uploading to Web (Asogan)  
Website has been updated by Asogan with all the amendments to the By-Law



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4.2 Volunteer Training (Madu) – Preliminary reports?

PC from PEO Volunteer Training Team (Madu/Murad/Gaurav/Ken)

- Ken Chiu, Gaurav, Murad, Madu met on June 2<sup>nd</sup> to discuss computers training.
- Team has come up with a proposed venue for the training at a Church located at Midland and Lawrence Area for a suggested Donation of \$50/use
- Madu proposed to send out a questioner on how many PEOOSC members would be interested in taking on some computer training such as MS Excel program for accounting.
- Madu and team to co-ordinate and come up with a plan to have a trial computer training session.
- Madu proposed the 10 computers donated to PEOOSC by PEO, be given to the current volunteers for PEOOSC who do not have a proper PC at home for training purposes, this is still under discussion and will be reviewed in the future meetings.
- Madu to send Thank you letter to PEO for the 10 computers through Raju

4.3 Mathletics – Provincial and Chapter Level (Raju/Madu/Whitefield)

- Chapter level date change from Oct 17, 2009 to Oct 24/31, 2009
- Rane Mahalingam to book Scarborough Civic center on Oct 24/31 2009, and to ensure there in no conflict with other events at the SCC
- North York civic center to be used for the Provincial Mathletics at the end of November
- Murad to look into the Milner and Markham YMCA for Mathletics and future Events
- Santosh Gupta to look into the Chinese Cultural (Sheppard Av e and Progress)

4.4 Event List and New Events (Murad)

To be compiled prior to the end of the board meeting

Next Events

Bhadresh and Murad will help mid July with East Toronto water purification East Toronto website.  
Murad to co-ordinate and setup the IPR Seminar in July as well

4.5 Education Coordinator Report (Kwame)

No update

4.6 Web updates ,(Asogan/Murad)

Asogan has been updating the websites in Murad's Absence

Several updates have been

- Pictures from the Spring CPC have now been uploaded
- Fuel Cell pictures has been uploaded
- Vision of Science will uploaded shortly

4.7 Volunteer Coordinator Report (Whitefield)

- Whitefield gave a brief presentation on Volunteer Co-ordination.
- He will be initiating a meeting with CPAC in order to get more volunteers to come and help out with PEOOSC.
- Whitefield to table a Project Management seminar in conjunction with the Volunteer retention co-ordinator.

4.8 Email Address and Business Cards (Raju)

Completed – Raju will Print Cards as required



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4.9 Scholarship Sub-Committee (Ranee)

- Only one eligible person has inquired about the PEOSC Scholarship, have not received any application yet.
- Ranee to send the list of School, info on the PEOSC scholarship and assign members from the PEOSC to visit these schools and drop off addition Scholarship applications.

4.10 Licensing Experience (Raju)

In progress, more update on the next board meeting

4.11 Newsletter – Status (Asogan)

- Team did not actively contribute a lot of articles for the Newsletter; however a draft version had been made and has been send to Raju for review.
- After Raju has reviewed it, it will be sent to PEO for final review before sending out to the PEO.
- Only an electronic copy of the newsletter will be sent to members and this will be available in the website.
- Dennis suggested that PEO has an editing department that can help with the future editing of such local chapter newsletter.

4.12 AGM Training

Very good representation from the PEOSC

1. Chapter Executive Training (Tom/Mustafa/Kwame)
2. PRISM Training (Asogan/Vyke/Jean)
3. GLP Update (Raju/Gaurav/Rudresh)

4.13 Engineer visit Sacred Heart Catholic School (Kwame)

Update on next board meeting

4.14 Visit to Enbridge Fuel Cell (Bhadresh/Mustafa)

- The Fuel Cell Plant visit was a good visit, with very good response.
- Technical seminar was good and we should arrange one more visit to fulfill the commitments to members who could not be accommodated.

4.15 CPC Spring 2009, Report of Event (Ken/Whitefield)

- CPC Spring 2009 event was a great success
- There were a total of 67 guests total among them 31 were the recipients
- Very good representation from OPG and other nuclear focused companies
- Very good representation from Various MPP's in Scarborough

4.16 Report of cost of additional laptop/projector/screen (Madu)

- Madu to proceed with the purchase of Laptop and Projector Screen
- All in favour

4.17 Activity Report 2008 (Raju/Madu/Tom)

Will be sent of shortly

4.18 Visions of Science, University of Toronto, Report (Raju)

- Great event and the PEO stall was the most popular stall in the event
- Vice Chair to send thank you letter to our lead volunteer for this event, Vyjayanthi for helping out with the Event



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- 4.19 National Society of Black Engineers (NSBE) Conference March 31, 2010 (Raju/Kwame/John)
- Chapter to send one delegate Kwame and Jean to the NSBE Conference
  - This is a fairly big conference with more than 10,000 attendees
  - Lots of seminar on various topics facing Engineers around the world.

- 4.20 PEO Education Conference – Oct 16/17, 2009
- Kwame will be attending this seminar, as he will be back from his assignment up north
  - This is an event where all the education coordinators meet to share information, ideas etc.

- 4.21 CPAC Licensing Seminar
- Rane conducted the CPAC Licensing Seminar, and it was very successful.
  - Over 60 attendees in the licensing seminar. Details for website update to be provided.

- 4.22 Goodwill Licensing seminar
- Madu conducted the licensing seminar.
  - Great Seminar and encouraged other members to attend in the future if possible
  - Details for website update to be provided.

**5. Information**

- 5.1 Councilors Report  
Dennis and Santosh presented a brief summary of the councillors report.

**6. Other Business:**

- 6.1 Raju to send a condolence letter to Junior councillor Thomas Chung.

**7. Next Meeting Date and Adjournment**

- 7.1 Next meeting set for Friday July 3, 2009 at 6:30pm, Venue: Yee Hong centre, to be booked by Ken Chiu. Madu will arrange extra food.

- 7.2 Adjournment  
Motion moved by Madu, seconded by Tom to adjourn the meeting.  
Meeting adjourned at 10:29 PM ET

Minutes approved at BOD meeting of 3<sup>rd</sup> July 2009.