



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

**Minutes of the Meeting # 3 (3 Apr 09)**

MEETING:	<b>PEO Scarborough Chapter Executive Meeting</b>				
DATE:	Friday, 2009-04-03	TIME:	6.30 PM ET		
LOCATION:	Yee Hong Centre for Geriatric Care, 60 Scottfield Dr.ON, (SE of Middlefield and Finch Avenue).		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	Mustafa Mukhtar, EIT Rudresh Pandya, P.Eng. Jean Duclair, EIT Paul Morton, P.Eng. Gaurav Sheel P.Eng Hongwei Zhang Nirmalan Vadivel  ----- Denis , P.Eng Santosh Gupta, P.Eng

**1. Call to Order**

- 1.1. Raju called the meeting to order at 7:15 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. Madu Moved and seconded by Asogan
- 2.2. Approval of Agenda  
Moved by Murad Hussain, seconded by Gaurav to approve the agenda, all in favor.
- 2.3. Approval of 2009-03-06 meeting minutes  
Moved by Gaurav seconded by Murad to approve the minutes will minor amendments to Gaurav's name on the previous minutes, all in favour non against.
- 2.4 Monthly Financial Statement (Tom):  
Treasurer made a brief statement of finances.
- 2.5 Action items outstanding from previous meeting minutes.  
To be cover in section 4. Input/Action items

**3. Decisions – No Items to Decision**

3.1 Currently Chapter has 1 Laptop and 2 Projectors, Madu proposed the purchase of 1 additional Laptop and 1 additional Overhead Projector and one small screen. Murad, Kwame, Ken, Madu and Tom in Favor. Madu to look into the cost of purchasing these equipments and send the details through email before purchase.

**4. Input/Action Items**

- 4.1 By-Law amendments – Uploading to Web.  
Murad to place link into the PEO Scarborough Website. Asogan to send the link by the end of next week.
- 4.2 BBC (Samer/ Sunaina)
  - February 28<sup>th</sup>, 2009 - Updates. Web page – Asogan to send the link to Murad by the end of the week for upload into the PEO Scarborough Website.



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**4.3 Volunteer Training (Madu) – Preliminary reports?**

Nothing has been done so far, team to meet prior to April 21<sup>st</sup> and provide details on the next board meeting on May 2<sup>nd</sup>, 2009

**4.5 Mathletics – Chapter Level (Kwame/Madu/Whitefield) Provincial Level (Raju/Madu)**

Need to add 75 additional question addition to the Mathletics question bank. Any professional engineer can formulate questions and send it to Madu or Question bank team members. 2 Levels of difficulty one focuses up to grad 6 other up to grade 8.

**4.6 Webmaster – relieving Jerry - Asogan**

Had a meeting on 22<sup>nd</sup> March. , Jerry handed over the hard disk containing the contents of the PEO Scarborough chapter to Murad. Murad will now be responsible for updating the web server. Asogan will be compiling the websites and sending to Murad to link into the main page. Denis had another hard drive which he will be giving to Asogan by the end of next week.

**4.8 Financial Seminar (Murad)**

Scheduled for April 21<sup>st</sup>, 2009 between 7:00pm to 8:00pm at the Malvern Library. Tom will do registration, Gaurav and Rudresh will help Murad with Logistics. Raju encouraged the board and the other members present to provide more ideas on future events to Murad.

**4.9 Event List and New Events (Murad)**

Chapter cannot pay everything, as we have to charge the members maybe \$10. Murad will send out Warren Shapell pdf file to the Board members. Murad to Proceed with the scheduling of Warren Shapell on a trial basis.

**4.10 Education Coordinator Report (Kwame)**

Contacted PEO Education coordinator and received some feedback from brochures. Not had any committee meeting yet. More info to be provided on the next board meeting

**4.11 Volunteer Coordinator Report (Whitefield)**

Not present, moved to next board meeting

**4.12 Career Fair Report (Madu/Vyke)**

Madu - Sent to Murad for editing, compiling and updating onto the website. Vyke not present.

**4.13 Email Address and Business Cards (Raju)**

Move it to the next agenda

**4.14 PEO Computers (Raju)**

Asogan, to store the computers received from the PEO, Madu and Murad will sit prior to the next board meeting to discuss how to setup the volunteer retention program

**4.15 Scholarship Sub-Committee (Ranee)**

Move it to the next meeting

**4.16 Licensing Experience (Raju)**

PEO-Scarborough is working on the first attempt to provide EITs with the Engineering experience required to be licensed as a PEng. Encouraging chapter members to provide feedback or comments on how to promote this through the engineering community.

**4.17 Newsletter – Appoint Editor - discuss**

Asogan suggested there should be at least four news letters published. All in favor.



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Editorial committee to be lead by Asogan, Gaurav and Rudresh Pahdya will help. First newsletter to be issued at the end of April for Jan to March 2009.

4.18 AGM Training May 9<sup>th</sup>, 2009 – More details to follow

1. Chapter Executive Training – Training on duties of the Chapter. Kwame, Tom and Mustafa Mukthar to attend
2. PRISM Training: Training on the Content management system used by PEO. Vyke and Jean Duclair to attend
3. GLP Update: GLP trains individuals on how to interact with Political leaders like the MPP. Gaurav, Paul and Rudresh to attend

Individual will be reimbursed for their transportation expenses only and since all these training are offered parallel to one another, individuals can attend only one. Training will be immediately following the PEO AGM on May 9<sup>th</sup>. More to come

4.19 PEng Certificate ceremony

Ken to decide which days to set for the ceremony and let Murad know to update the PEO Scarborough Website. Currently May 19, 23 and 25 are available. Tom will lead the registration and will trail Nirmalan. Whitefield and Jean will assist Ken with logistics

**5. Information**

5.1 ECRC – Report for Website (Raju/Madu)

Website to be compiled prior to the next board meeting

5.2 Councilors Report –

Denis and Santosh provided an update on the current and future council agendas and asked that the members compile questions to ask the council as well as during the AGM and send it to Raju.

**6. Other Business:**

**7. Next Meeting Date and Adjournment**

7.1 Next meeting set for Friday May 1, 2009 at 6:30pm, Venue: Yee Hong Centre for Geriatric Care, to be booked by Ken. Kwame will arrange extra food.

7.2 Adjournment

Motion moved by Tom, seconded by Madu to adjourn the meeting.  
Meeting adjourned at 10:25 PM ET

Minutes approved at BOD meeting of May 01, 2009