



MEETING:	<b>PEO Scarborough Chapter Board Meeting</b>				
DATE:	Friday, 2010-02-26	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. N. Asogan, P.Eng Ranee Mahalingam, P. Eng Madu Suthanana, P.Eng Murad Hussain, P.Eng Mahesh Mathrani, P.Eng. Whitefield Ye, P.Eng. Pompilian Tofilescu, EIT Joe Ha, EIT	Chair Vice Chair Past Chair Secretary Treasurer Executive Executive Executive Executive	   X  X  X  X  X	GUESTS -----  Volunteers   ----- Councilors	   Bhadresh Modi, P.Eng Paul Morton, P.Eng Hussam Malik, EIT Syed M Sultan, EIT Bhavin Shah, EIT Knnan Dorairaj, EIT Mohamed Arar, EIT Ken Chiu, P.Eng Kwame Johnson, EIT Rakesh Shah, P.Eng ----- Denis Carlos, P.Eng

**1. Call to Order**

- 1.1. Asogan called the meeting to order at 7:10 pm
- 1.2. Introduction of new members – Done around the table

**2. Routine Business**

- 2.1. Appointment of minute taker -
- 2.2. Pompilian was appointed to take minutes for this meeting. Mahesh Moved and seconded by Murad
- 2.3. Approval of Agenda – Madu proposed addendum to agenda – item 4.17. Amended agenda approved. Moved by Pompilian, seconded by Murad to approve the amended agenda, all in favor.
- 2.4. Approval of 2009-11-06 meeting minutes, Moved by Joe Ha seconded by Murad to approve the minutes, All in favour none against.
- 2.5. Monthly Financial Statement – Murad – To be presented at next meeting
- 2.6. Action items outstanding from previous meeting minutes.  
Madu – Project Management Training to be moved from January to April. Date to be proposed by Arun.

**3. Decisions**

- 3.1. Appointment of Assistants to board officers – Assistant Secretary/ Assistant Treasurer (if required) – Education, Volunteer, Events Coordinators, Web administration, Newsletter, email blasts.  
Following decided
  - o Mahesh - assistant secretary.
  - o Jo Ha - assistant treasurer
  - o Kwame Johnson - to continue as Education Coordinator
  - o Whitefield - to continue as Volunteers Coordinator
  - o Murad - to continue as Event Coordinator
  - o Pompilian - to assist the Event Coordinator with registration
  - o Asogan - to continue web administration.
  - o Pompilian - to do Newsletter, Asogan to guide
  - o Asogan - to continue with email blast
  - o Certificate Presentation (CPC) - to be coordinated by Whitefield, Ken Chiu – consultant



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- o Asogan propose to move 4.10 to 3.1
- o New Chair of Scholarship Sub-committee Kannan. Kwame, Ken Chiu members; Raneer to be consultant to guide team

- 3.2. Land Acquisition (and other public works)– Request for an engineer for development work on Land Acquisition discussed. Subject is good as EIT training on Public works – needs further study.
- 3.3. NSBE event end March. Kwame presented report – 5 days event in Toronto end of March PEO (through Scarborough Chapter) will be having a booth. Chapter to be involved in organizing Mathletics for the event. (Same as 4.12)
- 3.4. Newsletter publications – To have an issue by end March. Need articles.

**4. Input/Action Items**

- 4.1 Web Updates (Asogan) – Reported - BBC info being updated, AGM info already on, info about NSBE event to be posted
- 4.2 Volunteer Training Report (Madu)– Project Management – See 2.6
- 4.3 BBC 2010 – Brampton – 27 Feb – Volunteers arranged to assist (Dinker Sharma)
- 4.4 BBC 2010 - Scarborough – 6 March – Preparations underway
- 4.5 Career fair – March 27 – Margaret Best. – Scarborough Chapter to represent PEO. Murad (Lead) assisted by Kwame, Pompilian.
- 4.6 Hands on Engineering fair and exhibits on March 6, 2010, Malvern Town Center. OACETT Toronto chapters – As BBC event on same day unable to represent.
- 4.7 Schedule of project start dates for major events – BBC, Mathletics etc. – To be taken up at next BOD meeting
- 4.8 F1 Sponsorship (Raneer) – Raneer not present. Asogan reported. Link to F1 website to be included in chapter website.
- 4.9 Event List and New Events – To be discussed at next BOD meeting.
- 4.10 Scholarship Sub-Committee (Raneer) – select chair and members – See 3.1
- 4.11 GLP – Team report (Madu). Madu reported.
- 4.12 National Society of Black Engineers (NSBE) Conference March 31, 2010 Additional info (Raju) – 3.3
- 4.13 Activity Report for 2009 – Fix dates to prepare and send – Murad/Madu to prepare report for submission by end April. Progress to report at next BOD meeting.
- 4.14 Monitoring of our activities in 2010 to match Business Plan, and note changes in BP as and when necessary – Moved to next BOD meeting
- 4.15 Appoint an auditor now itself so that Auditing need not be kept to last minute – Madu proposed Paul Morton to continue as Auditor. Seconded by Mahesh. All agreed. Paul accepted. Paul prepared last audit report – to circulate BOD members and to be taken up at next BOD meeting.
- 4.16 Appoint a person for updating and maintaining our Assets list – Ken Chiu to keep records of chapter assets. All members who have assets to email Ken with list.
- 4.17 Ratification of AGM minutes held in Jan 2009 and Feb 2010. Draft minutes of the 2 AGM's given to all BOD members. Finalization moved to next meeting.



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**5 Information**

5.1 Councillors' Report - Denis Carlos presented his report.

- o Noted that Gordana Nolic (also Chapter member) is Vice Chair of PEO Education committee

**6 Other Business:**

6.1 Mahesh presented request from Alexander Sterling Vice principal on engineers to go into schools. Proper form to be thought about

**7 Next Meeting Date and Adjournment**

7.1 Next meeting set for April 02, 201 at 6:30pm, Venue: Yee Hong, to be booked by Ken.. Murad will arrange extra food.

Adjournment

7.2 Motion moved by Madu., seconded by Pompilian to adjourn the meeting.

7.3 Meeting adjourned at 9:30 PM ET

Approved by BOD at meeting of Apr 09, 2010.