



**Minutes February 13<sup>th</sup>, 2018**

Willowdale/Thornhill Chapter

Thornhill Community Centre, Activity Room B8

Thornhill Community Centre Branch, 7755 Bayview Avenue, Thornhill, ON L3T 4P1

**5:30 p.m. – 6:00 p.m.**

**Dinner**

**6:00 p.m. – 8:00p.m.**

**Meeting**

Name		Position	Email
Nick Shelton	P.Eng.	Chair	nick.shelton@wtpeo.org
Amit Gupta	P.Eng.	Vice-Chair	amit.gupta@wtpeo.org
Souheila Bardakji	P.Eng.	Treasurer	souheila.bardakji@wtpeo.org
Andrew Herbst	P.Eng.	Secretary	andrew.herbst@wtpeo.org
Mohinder Grover	P.Eng.	Awards Chair	mohinder.grover@wtpeo.org
Rana Tehrani Yekta	P.Eng.	Education Chair	rana.tehraniyekta@wtpeo.org
Alan Lam	EIT	Education Co-Chair	alan.lam@wtpeo.org
Maziyar Bolour	P.Eng.	EIT/LAP Chair	maziyar.bolour@wtpeo.org
Mohammad Horriyat	P.Eng.	Electronic Media Chair	mammad.horriyat@wtpeo.org
Polina Glick	EIT	Government Liaison Program Chair	polina.glick@wtpeo.org
John Penaranda	P.Eng.	Government Liaison Program Co-Chair	john.penaranda@wtpeo.org
*Aung Ko Ko Kyaw	EIT	License Presentation Ceremony Chair	aungkoko.kyaw@wtpeo.org
Hamdy El Arabi	P.Eng.	Publications Chair	hamdy.elarabi@wtpeo.org
Shayan Sepiani	P.Eng.	Programs Chair	shayan.sepiani@wtpeo.org
Tony Chiu	P.Eng.	Board Member	tony.chiu@wtpeo.org
*Debasis Dey	P.Eng.	Board Member	debasis.dey@wtpeo.org
Nanda Lwin	P.Eng.	Board Member	nanda.lwin@wtpeo.org
Jason Chan	EIT	Observer	chanjason89@gmail.com
Jackson Christian	EIT	Observer	jacksonchristian24@gmail.com
Frankie Yau	EIT	Observer	frankie.yau@alumni.toronto.ca
Cindy Honglin	P.Eng.	Observer	cindy.honglin@gmail.com

*\*Denotes absence.*



## 1.0 Call to Order and Welcome by the Chair

- Meeting Called to order at 6:11 PM by Nick Shelton
- Roll call

## 2.0 Routine Business

- Approval of Agenda
- Motion: To approve the agenda
  - Moved: Andrew Herbst
  - Seconded: Maziyar Bolour
  - Motion carried
- Approval of Last Meeting's Minutes (January 8, 2018):
  - Motion to Approve the draft minutes as written with the following corrections:
    - "Bolour" spelling correction, p1
    - "30% of *professional* engineers" p.2
    - "Dream Big ..." move under programs p. 3
    - "Appreciation Dinner ..." sentence corrected p.3
    - "Jack Astor's ..." typos corrected p.4
    - Moved: Andrew Herbst
    - Seconded: Rana Tehrani Yekta
    - Motion carried

## 3.0 Chair's Report by Nick Shelton

- *Regional All Candidates Meeting* held January 29, 2018 at the Marriot Courtyard in Markham, co-sponsored with York Chapter.
- *East Central Regional Conference* (Amit Gupta)
  - PEO wants bank Chapter Treasurers to send statement of bank balance to PEO office at end of each month.
  - Volunteer Leadership Council next meeting in April - details TBC
  - PEO wants to know: what do the chapters want to "take ownership" of? Feedback is wanted.

## 4.0 Treasurer's Report by Souheila Bardakji

- The chapter bank balance is \$30805.32 as of February 13, 2018.



- This includes 50% of the annual allotment of \$18178.38 annual allotment from PEO.
- For events, please record number of people attending and amount spent
- For event expenses, please separate your expenses by event (do not combine expenses from different events)

## 5.0 Committees Reports

### License Presentation Ceremony (LPC) by Souheila Bardakji

- We have 36 new recipients plus 5 carryover recipients from last year for this- ceremony.
  - Scheduled for February 17, 2018 at Thornhill Golf & Country Club
  - 102 people are registered
  - Shayan Sepiani to bring projector and will bring microphone for backup to facility's mike.
  - Rana Tehrani Yekta to provide slides of 2017 high school scholarship recipients
  - Key persons:
    - Master of Ceremonies – Alan Lam
    - Nick Shelton – opening remarks
    - Noubar Takessian
    - David Zimmer (MPP)
    - Tony Chiu - Photos

### Annual General Meeting (AGM) by Souheila Bardakji

- To be held at Pleasantview Library from 5:00 to 8:30 pm on February 27, 2018.
  - Nick Shelton to chair the meeting
  - Souheila Bardakji to prepare financial statements
  - Souheila Bardakji to prepare master power point slide show
    - Committee Chairs to send slides to Souheila with brief accomplishments on or before Feb. 20.
  - Andrew Herbst to record minutes
  - If less then 25 nominated candidates, then acclamation vote will be taken
  - Shayan Sepiani to bring projector
  - Souheila needs last years minutes for distribution at the meeting.
  - Andrew Herbst to bring copies of 2017 minutes and financial statements – enough for all reserved attendees

### Education by Rana Tehrani Yekta

- At the January 23 Women in Engineering networking event approx. 80 -85 people attended
  - Held at Jack Astor's Bar and Grill
  - Snack foods were provided but it was a no host bar



- Music interfered with networking conversation – may consider other venues next time
- National Engineering Month event and competition scheduled for March 3 at Zion Heights Middle School.
  - Expecting 150 -200 students.
  - Need volunteers.
  - Amit Gupta to put event on Chapter Calendar
  - Rana to send out a call for volunteers

### **Programs by Shayan Sepiani**

- Upcoming programs include
  - PEAK – Professional Quality Assurance Beyond Licensure presented Feb 8.
  - Dynamic Presentation Skills for Technical Professionals to be presented Feb 22
  - Scientific Research & Experimental Development (SR&ED) and Patent Law to be presented March 8
  - Barbecue is booked for July 28.

### **Awards by Mohinder Grover**

- One five-year service award coming up at the Annual General Meeting (AGM).
- Contribution Award to Vimbai Munyukwi
- More awards at the LPC.

### **Government Liaison Program (GLP) by John Penaranda**

- GLP Technical Symposium is being organized – pending, TBC
- MPP David Zimmer to attend LPC
- Polina Glick preparing slides for the AGM

### **Engineer-in-Training/ License Assistance Program (EIT/LAP) by Maziyar Bolour**

- No activities recently
- New LAP cycle kickoff in March

### **Electronic Media (Mohammad Horriyat)**

- On EventBrite:
  - Networking event
  - LPC
  - Dynamic Presentation Skills.
- Not on EventBrite
  - AGM

### **Publications by Hamdy El Arabi.**



- Next publication will be after the AGM
- Will call for input after the AGM with a copy deadline stated

### **6.0 Other Business and Roundtable**

- Rana Tehrani Yekta – Education needs more committee members
- Maziyar Bolour – needs nomination forms completed by all candidates
- Andrew Herbst – consider developing terms of reference for each chapter position to be given to all new chairs and officers.
- Introductions all around including observers

### **7.0 Motion: to adjourn**

- Moved: Maziyar Bolour
- Seconded: Polina Glick
- No debate, Motion carried

Meeting adjourned at 7:49 PM.

Next meeting is on March 13, 2018 at same time and location.