

Minutes of IEEE NZ Central Section Meeting

Date: Tuesday 11 October 2011

Time: 4:30pm – 5:30pm

Location: Skype conference call

Attendees: Fahim Abbasi, Donald Bailey, Pawel Dmochowski, Gourab Sen Gupta, Richard Harris, Chuan-Zheng Lee, Rahul Mehta, Murray Milner, Keith Morris, Aaron Reid, Mengjie Zhang

Apologies: Gideon Gouws, Chris Hollitt, Winston Seah, Mansoor Shafi

Agenda

- 1) Welcome (Richard)
- 2) Apologies
- 3) Minutes of the last Committee Meeting
- 4) Matters arising
- 5) Chair report (Richard)
- 6) Secretary's report (Pawel)
 - a. Correspondence
- 7) Finance Report (Sen Gupta)
- 8) Webmaster Report (Keith Morris)
- 9) Membership Report (Aaron Reid)
- 10) Student Branch Report (Fahim Abbasi)
 - a. Application for Massey Chapter submitted – awaiting approval
- 11) GOLD activity (Chuan-Zheng Lee)
 - a. Formal approval of GOLD received
- 12) General Meetings
 - a. Industry Event?
 - b. Annual General Meeting?
 - c. Additional Topics
 - d. Speakers
 - e. Dates
- 13) Conferences
- 14) Any Other Business (AOB) – please advise
- 15) Next Meeting

Minutes

Item	Discussion	Actions
1	Richard welcomed everyone to the meeting.	
2	Apologies were noted.	
3	Previous minutes (13 September 2011) as circulated were noted. The minutes were confirmed as a true and accurate record of the meeting.	
4	<p>Matters Arising:</p> <p>Donald began organising the FPGA event, which currently has 7 registrants. The registration fees for students were adjusted as previously agreed.</p> <p>The GOLD affinity group has been approved. Richard thanked everyone involved in the formation process.</p>	
5	<p>Chair Report:</p> <p>Richard reported that the newsletter is currently in preparation.</p>	
6	<p>Secretary Report:</p> <p>Pawel had nothing to report.</p>	
7	<p>Finance Report:</p> <p>At the end of September, the sections bank balance is NZD 15,900. This after receiving \$1500 reimbursement from IEEE for Richard's attendance of the Sections congress in San Francisco.</p> <p>Expenses coming up include</p> <ul style="list-style-type: none"> - covering the costs of the Postgraduate Event (approx. \$500) - covering the costs of Transmission Tomorrow series (approx. \$300) - 8 Student membership reimbursements (total of \$320). - 	
8	<p>Webmaster Report:</p> <p>Keith noted that he sent out the notice regarding the FPGA event.</p>	

9	<p>Membership Report:</p> <p>Aaron reported that the Section received 9 new members, the majority of which are student members.</p> <p>Currently there are 41 members in arrears.</p> <p>Aaron suggested inviting the 4 female members to the AGM.</p>	
10	<p>Student Branch Report:</p> <p>Fahim noted that the application for the formation of the Massey student branch has been submitted. Pawel noted that he has approached a number of VUW PhD students about the formation of a sister branch at Victoria.</p>	
11	<p>GOLD</p> <p>Rahul pointed out that it would be beneficial to have a strong link between the GOLD and the two student branches. Once the student branches are formed we should begin this cooperation.</p>	
12	<p>General Meetings:</p> <p>A discussion was held regarding potential speaker for the AGM. R10 Director Designate, who was originally suggested, is unfortunately unable to attend. It was suggested that Prof. Kim Jong-Hwan from KAIST be approached to speak at the AGM.</p>	<ul style="list-style-type: none"> Gourab will approach Prof. Prof. Kim Jong-Hwan regarding AGM talk.
13	<p>Conferences.</p> <p>ICST Sensors conference will be held 29 November – 1 December (with Tutorial on Monday, 28 November).</p>	
14	<p>Meng mentioned Prof K.-C. Tan National University of Singapore visiting for the ICARA conference. Prof. Tan will visit VUW for about a week.</p>	
15	<p>Next Meeting was tentatively scheduled for Tuesday, 22 November 2011 via Skype at 4:30.</p>	
	<p>The meeting ended at 17:20</p>	