

IEEE NZ Central Section 2015 AGM

Venue: Intercontinental Hotel, 2 Grey St, Wellington

Date: Wednesday, 2 December, 2015

Time: Commencing 5:30 pm for networking

AGENDA:

5:30 **Networking**

6:00 **Guest speakers**

- Dr Mansoor Shafi
- Prof Donald Bailey

7:15 **Central Section AGM**

1. Welcome
2. Apologies
3. Minutes of the 2014 AGM
 - a. Matters arising
4. Chair's Report for 2015
5. Treasurer's Report for 2015
 - a. Auditor Resolution
6. Membership report
7. Election of Officers for 2016
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 - d. Treasurer
 - e. Directors
 - i. Membership Development
 - ii. Women in Engineering
 - iii. Young Professionals
 - iv. Awards Coordination
 - v. Industry Coordination
 - vi. Student Activities Coordination
 - f. Co-opted Positions
 - i. Webmaster
 - ii. Others
 - g. Committee members
8. Other Business
 - a. Student membership grants
 - b. Banking

Minutes of the NZ Central Section AGM

14 people were in attendance for the technical talks

Donald Bailey gave a talk on "Why FPGAs for Embedded Vision"

Mansoor Shafi gave a report on "World Radio Communication Conference 2015"

14 members remained for the AGM

Item	Discussion	Actions
1	<p>Welcome (Mansoor Shafi) The AGM started at 6:30 PM with a welcome to the AGM by Mansoor Shafi</p>	
2	<p>Apologies Apologies were noted for the following members: Mengjie Zhang, Duncan Hall, Aaron Reid, Terence Betlehem, Peter Smith Apologies were accepted:</p>	<p>Moved: Donald Second: Murray</p>
3	<p>Minutes of the 2014 AGM Previous AGM minutes were read to attendees. The minutes were accepted as a true and accurate record of the meeting:</p>	<p>Moved: Donald Second: Mansoor</p>
3a	<p>Matters arising Digital membership was discussed – only available in developing countries – based on average income. Other actions were completed. All matters arising are elsewhere on the agenda so do not need to be discussed at this stage.</p>	
4	<p>Chair report for 2015 (Mansoor Shafi) Mansoor circulated his report to attendees, and highlighted the achievements and activities for the year. Mansoor thanked the committee for their support and hard work during 2015, with particular thanks to the secretary. Terence attended the R10 meeting on our behalf. In terms of serving the technical needs of the members, we have had a healthy number of distinguished lecturers and visiting speakers. We should be making more use of conference speakers visiting to the region. Postgraduate event was very successful. Membership, particularly student membership is an ongoing issue. Some chapters have been very active, others less so. We have technically co-sponsored Murray Milner was thanked for his input to with Joint Institutes breakfast, and joint Wellington Engineering Festival. WIE is starting to develop, with funding from R10. YP – Sudhir attended R10 Congress and got some ideas on revitalising the YP group. Murray Milner was congratulated for his outstanding volunteer award. The Chair's report was accepted:</p>	<p>Action: Confirm that all events held during the year are accurately recorded in the IEEE system to enable rebates.</p> <p>Moved: Murray Second: Richard</p>

5	<p>Treasurer report for 2015 (Ramesh Rayudu) The financial report was circulated by Ramesh. The closing cashbook balance (as at 31 October) showed \$17,746. This is an increase of approximately \$2000 from last year. There are approximately \$2000 of expenses anticipated come. Moved that the report be accepted Unanimously accepted. Recommended that Ramesh give a complete annual report in conjunction with report to IEEE</p>	<p>Moved: Mansoor Second: Paul Teal</p>
5a	<p>Auditor Resolution Moved that we accept IEEE's annual review as an independent review of our financial records.</p>	<p>Moved: Donald Second: Murray</p>
6	<p>Membership report Aaron Reid apologised that he could not make it. There was some discussion of the very low number of student members, and mentioned that a report had been sent to R10 on this issue. We need fresh blood in terms of committee membership.</p>	<p>Action: Donald to check latest figures with Aaron.</p>
7	<p>Election of Officers for 2016 Chair: Donald Bailey Richard moved that we thank Mansoor for his work over the last 2 years (seconded Murray) Vice-Chair: Fernando Castellanos Secretary: Xiang Gui Treasurer: Ramesh Rayudu Look at training an assistant during 2015 Membership Development: Aaron Reid Look at training an assistant for 2016 Women in Engineering: Bing Xue Young Professionals: Sudhir Singh Issue with engagement – 9 / 70 replied to a survey – all were students. Murray suggested sending an email to YP members and to try to get a response. Perhaps more of a social event to enable . Awards Coordinator: Duncan Hall Industry Coordinator: Murray Milner – Fernando interested to collaborate Both agreed to continue in this role Student Activities: Massey Branch Counsellors: Donald Bailey + Gourab Sen Gupta</p>	<p>Nominated: Mansoor Second: Richard Nominated: Murray Second: Richard Nominated: Donald Second: Gourab Nominated: Paul Second: Mansoor Nominated: Mansoor Second: Ramesh Nominated: Murray Second: Mansoor Nominated: Murray Second: Mansoor Nominated: Richard</p>

	<p>Victoria Branch Counsellors: Mengjie Zhang + Ramesh Rayudu Harsh Tataria will be Victoria Branch Chair</p> <p>Webmaster: Richard Harris Donald gave vote of thanks to Richard for his excellent work.</p> <p>Additional Members: Yi Mei Chairs of chapters</p>	<p>Moved: Mansoor Second: Ramesh</p>
8	Other Business	
8a	<p>Student Membership Grants Discussion was held on the student membership grant scheme. Resolved: The current practise of making a membership grant available to postgraduate students who are involved in a committee role or present at the postgraduate seminar</p> <p>As in the past, the student grant policy is to be monitored and presented for discussion at the next AGM.</p>	<p>Moved: Richard Second: Murray</p> <p>AGM 2016 agenda</p>
8b	<p>Banking We have been having problems with Westpac bank in general with changes of signatures, change of address, deposits, IEEE signatories, etc. Signatories for 2016 are agreed to be</p> <ul style="list-style-type: none"> • Ramesh Rayudu (treasurer) • Donald Bailey (chair) • Murray Milner (Committee) • Change from Mansoor Shafi to Fernando Castellanos (vice-chair) 	<p>Moved: Donald Second: Mansoor</p> <p>Action: Ramesh will begin process with the bank</p>
8c	<p>PES – successful in bid for hosting ISGT 2017. All 3 sections are involved. Ramesh is General Chair, and Keiren Devine is Industry Chair.</p>	
	AGM closed at 7:58 pm	