

IEEE New Zealand Central Section Committee Meeting

February 13, 2019 4:00pm – 4:43pm

The meeting was held via Skype.

ATTENDEES Donald Bailey, Chanjief Chandrakumar, Richard Harris, Steven Le Moan, Murray Milner, Ken Mercer, Nurul Sarkar

APOLOGIES Xiang Gui, Yi Mei

AGENDA

- 1) Welcome / Apologies
- 2) Minutes of last committee meeting
- 3) Matters arising
- 4) Chairs report
- 5) Finance report
- 6) Membership report
- 7) Webmaster report
- 8) Chapter/YP/WIE/Student reports
- 9) Other business

Next meeting: **March 6, 2019**

	DISCUSSION	ACTION
2	Minutes of the last committee meeting	Moved as accurate: Murray (Richard)
3	<p>Matters arising</p> <p>Facebook page of the section.</p> <p>Recent IEEE Instrumentation & Measurement event in Palmerston North.</p>	<p>Steven & Yi to create the page.</p> <p>Sen to give a report.</p>
4	<p>Chair report (Murray)</p> <p>Donald (as council chair) and Murray are going to the Region 10 meeting in Melbourne (March 2-3, 2019).</p> <p>We are down 10 members compared to last years (289 vs ~300).</p> <p>Two events that we should start thinking about about:</p> <ul style="list-style-type: none"> - Postgraduate day (Chanjief confirmed it will be hosted at Massey University in Palmerston North) - Breakfast event: welcome suggestions for speaker. 	<p>Donald to talk to Abhipray about sending reminders.</p>
5	<p>Financial Report (Yi)</p> <p>[The following report was sent out prior to the meeting]</p> <p><i>Since Jan 2019, there are two reimbursements (1) DL in Massey and (2) AGM dinner 2018 expense to Murray. The current closing balance is \$14,736.83. I have already finished the financial report to the IEEE headquarter.</i></p> <p><i>There is another issue I need to raise. Raghu (Ramesh's student) asked for financial support of \$2250 for him to attend a IEEE conference (http://www.ewh.ieee.org/cmte/ias-esw/participate/students.php). I have asked him some basic questions for justification. Below please see his reply. Could you please discuss this issue during the meeting regarding whether we should fund him, and how much we should fund him? The conference is in March, so we probably cannot wait for the next monthly meeting.</i></p> <p>[Discussion of the committee on the latter issue]</p> <p>If we agree, it would be no more than NZD500. Ken: we would be setting a precedent. Murray: In terms of principles, our contribution would have to be part of a larger contribution. Needs one from his University (which should be the primary sponsor). Donald: the student should give a public lecture upon return. Richard: tie funding with talk (treat is similarly to a distinguished lecturer), reduce precedent.</p>	<p>Murray to contact Ramesh to discuss this and come to a decision.</p>

	<p>[Other matters to report]</p> <p>Internet banking fees: no response from the bank. Ken: emphasise that we are a non-profit organisation.</p>	<p>Murray and Yi to discuss with bank this. Possibly threaten them to switch to another bank.</p>
6	Membership Report (Abhipray)	
7	Webmaster Report (Richard) <p>Some minor updates before Christmas. Mostly housekeeping. We need to change the template. No urgency.</p>	
8	<p>Chapters / YP / WIE / Student Reports</p> <p>ComSoc Will ask for \$500 for distinguished lecturer event.</p> <p>YP</p> <p>WIE</p>	<p><i>Yi and Steven to prepare a programme for 2019.</i></p> <p><i>Kanwal to prepare a programme for 2019</i></p> <p><i>Steven to prepare a letter to ask for updates from chapter chairs (are they happy to continue?).</i></p>
9	Other Business	