

## Minutes of the committee meeting held on 17 March 2008

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| <p>1. Present: A. Busch (chair), K. Eccleston, R. M. Harrington, R. Green, T. L. Ingham,<br/>S. Lansley, D. J. McRae, R. Millane, G. J. Milne, S. Panagoda</p> <p>Apologies: A. Bainbridge-Smith, H. Sirisena, N. Watson</p>   | <p>Bainbridge-Smith<br/>Busch</p>   |
| <p>2. The minutes of the meeting of 18 February 2008 were taken as a correct record of the meeting.</p>  |   |
| <p>3. Matters arising from the meeting of 18 February 2008:</p> <p>a. Item 3b: Support for IEEE Sensors Conference: A. Bainbridge-Smith and A. Busch will reope liaison with S. Mukhopadhyay with regard to the conference.</p> <p>b. Item 5a: support for ICARA 2009 Conference: see item 5a following.</p> <p>c. Item 5b: support for the IVCNZ Conference: A. Busch has replied.</p> <p>d. Item 6: Student Branch: see item 6 following.</p> <p>e. Item 7: GOLD: see item 7 following.</p> <p>f. Item 8a: Power Society joint Chapter split: A. Busch will report progress.</p> <p>g. Item 8b: Communications Society joint Chapter split: H. Sirisena will report the case.</p> <p>h. Item 8d: Biomedical Society Chapter maintenance: A. Bainbridge-Smith will report.</p> <p>i. Item 8e(i): Computer Society: Rafik Shadich's presentation: see item 8e following.</p> <p>j. Item 10: Committee membership: A. Busch will determine the status of coopted members.</p> | <p>Bainbridge-Smith<br/>Busch</p> <p>Busch<br/>Sirisena<br/>Bainbridge-Smith</p> <p>Busch</p> |
| <p>4. Finance:</p> <p>a. Approximate current balances are \$3,300 (cheque) and \$11,000 (deposits), with some funds in the U.S.A. account. There are outstanding speaker reimbursement and cataering commitments to be paid.</p>   |   |
| <p>5. Correspondence:</p> <p>a. Further request from G. Sen Gupta for technical co-sponsorship and financial support for the ICARA 2009 conference. He is seeking technical co-sponsorship from each NZ Section separately. A. Busch will clarify the issue further and we will come to a resolution by email.</p>   | <p>Busch</p>  |
| <p>6. Student Branch: no report. A. Bainbridge-Smith will liaise with new committee.</p>   | <p>Bainbridge-Smith</p>   |
| <p>7. GOLD: GOLD held a social meeting on 7 March. D. McRae is now the GOLD chair; S. Panagoda will remain on the committee.</p>   |   |
| <p>8. Chapter business:</p> <p>a. Power Engineering Society, Power Electronics Society: no report.</p> <p>b. Communications Society: there will be a presentation on 19 March.</p> <p>c. Microwave Theory &amp; Techniques Society:</p> <p>i. The change in the MTT Chapter to accommodate the Antennas &amp; Propagation Society is taking place and is being driven by NZ North Section.</p> <p>ii. The costs for the 11 February presentation were \$678. R. Millane is processing the payments.</p> <p>d. Biomedical Society: no report.</p> <p>e. Computer Society:</p> <p>i. Rafic Shadich's presentation will be on 31<sup>st</sup> March.</p> <p>ii. A. Busch and K. Eccleston will visit the IET committee.</p>   | <p>Busch<br/>Eccleston</p>  |
| <p>9. Membership Development: GOLD will suggest topics of interest concerning membership development to Richard Copland at TAIT</p>  | <p>McRae</p>  |
| <p>10. Committee Meeting dates: we approve the meeting dates proposed by A. Busch in email: 28 April 2008, 9 June 2008, 21 July 2008, 8 September 2008 and 20 October 2008.</p>  |   |
| <p>11. The next committee meeting will be held on Monday 28 April 2008 in Level 4 Meeting Room, Electronic &amp; Computer Engineering Building, Canterbury University, at 5:30 p.m.</p>  |   |