

IEEE-GOLD
Meeting Minutes
May 26, 2004

Present:

John Vukelic (JV)
Shaun Silverman (SS)
Dawn Nedohin-Macek (DNM, Chair)
Julian Nedohin-Macek (JNM)
Stephen Dueck (SD)
Jennifer Jessop (JJ)

1. MEETING CALLED TO ORDER (DAWN)

A) Additions to agenda - WIE

Motion to approve agenda by Jennifer, second by Steve

B) Minutes from previous meeting

Jennifer: we got our 14 dollars from the blackout event

Financial report will be updated later

Motion to approve Julian, second by Steve

2. Tabled

3.

A) OFFICERS REPORT

Jennifer

Follow up to the Robot War Games Planning Committee

-Robot critters still on

-Still scheduled for March 19 or 20, 2005

-Letters to volunteers coming soon

-Questions, why does Jennifer need the names of all the volunteers?

-Next meeting is in a couple of weeks

CTM asked for a budget for how much they need for Robot Games

- CTM giving \$500.00

Jennifer asked to be head judge - more to follow

Visit Robot Games web page at <http://www.scmb.mb.ca/mrg.html>

Shawn

We will do our best to build a robot for the open robot competition

Members of the Robot Wars Committee would like to attend our next wireless event

B) Secretaries Report - tabled to next meeting

C) Treasures Report - tabled to the next meeting

D) Troy resigned webmaster role, John Vukelic welcomed aboard

4.

A) Old Business

i) 30 attendees

Farag Azzedin did not pay, Sami to get money to Steve

ii) See Appendix A for Financial Report

iii) Suggestions and Changes

- Testing more before hand
- Bring own computers
- Have event on a Sunday
- Smaller group (16 at most)
- Brown bag it
- Water machine

iv) Feedback Questions

- Someone wasn't convinced that it was wireless
- Need more equipment for the next event
- May 15th Bluetooth event was a success

B) Web page

We will use Troy's email distribution list for Executive for now

John will work with Dawn to take over as web master

C) Gold Identity

See Appendix B for Identity

Members asked to review Identity Statement to be discussed at the next meeting

Jennifer would like this document to be a part of a more formal organizational chart

Steve seconds, all attendees in agreement

D) WIE

May 16th Women In Engineering is formed

Dawn expects all members of GOLD to support Jennifer and WIE

See Appendix D - WIE Press Release

5.

B) Executive Policy

- Part of Organizational Chart
- Submitted to minutes - See Appendix C

D) Summer Events

- Bar-Bee-Que
- Glow Bowl
- Embedded II
- CANBUS
- Tractor Driving Workshop
- Soldering Workshop
- Serial Port Workshop
- Another Event before September {ALL in attendance agree}

6. Next meeting is June 16th

7. Julian adjourns the meeting

Appendix A – Embedded Wireless Workshop Financial Statement

Embedded Wireless Workshop Financial Analysis

Incoming Funds:

* IEEE Contribution	\$100.00
TR Labs Contribution	\$100.00
IIC Contribution	\$100.00
* U of M Contribution	\$100.00
* RTDS Contribution	\$100.00
Admission Funds	\$830.00
* Farag Azzedin	\$20.00
TOTAL	\$1,350.00

Expenditures:

Peaks and Ridges Catering (John)	\$441.74
Ice (John)	\$7.96
Groceries: Sobey's (John)	\$68.74
Groceries: Costco (John)	\$19.29
Gunn's Bakery (John)	\$30.00
Material Costs (Steven)	\$102.25
Prize Gift Certificates (Steven)	\$100.00
Shipping Parts (Shawn)	\$26.15
Presenters Gift Certificates (PAID)	\$50.00
Certificate Printing Cost (Dawn)	\$20.00
Reimburse John's entrance Fees (John)	\$30.00
TOTAL	\$896.13

Total Outcome:

Incoming Funds	\$1,350.00
Expenditures	\$896.13
TOTAL	\$453.87

All in all, it was a success and we made a bit of cash out of the deal.
It should be noted that all the incoming funds have not been collected.

At the moment, we only have made \$133.87

(* Funds not yet collected)

Appendix B - Identity

GOLD Identity

#DO NOT RELEASE

In general, Winnipeg IEEE *Graduates of the Last Decade* (GOLD) provides professional development for developing professionals. Specifically, the IEEE Winnipeg GOLD Affinity Group extends and enhances knowledge obtained in Manitoban post-secondary education for students and graduates of engineering, science, and technology in the fields of electronics and information technology. The extensions are implemented in the form of hands-on workshops and talks, and rely on the participation and cooperation of practitioners, teachers, and students of engineering, computer science, and information technology for their success.

GOLD activities benefit the GOLD member by asking questions and providing answers regarding the four components of her or his professional identity: technical knowledge, knowledge delivery (business skills), legal identity, and networking skills. GOLD activities benefit corporations by providing knowledge which assists their employees specify technical problems and solve them in a collaborative business environment. GOLD activities also provide a forum for companies to share ideas for mutual benefit, an opportunity which might not otherwise arise during the normal course of business. GOLD events benefit academia by decreasing the gap which exists between theory and observation.

By identifying opportunities for collaboration, the elegance, effectiveness, and efficiency of technical solutions in Manitoba can be increased. The challenge, overall, is to imbue theoreticians with the ability to make hands-on contributions and to make mathematical but demonstrably useful knowledge accessible to practitioners who have, until now, not been exposed to pre-requisite mathematics.

GOLD also assists (financially but primarily logistically) organizations which run events consistent with the mandate of GOLD stated above.

GOLD operates in a manner consistent with the policies of the IEEE and is a sub-chapter (#legal statement). Comprised of #human resources type statement. #Statement about finances.

Appendix C – Executive Policy

Note: This was a suggestion by Dawn Nedohin-Macek, to be debated and discussed at the next few executive committee meetings.

1. We should have an executive policy whereby our executive is made up of:
 - a. Chair
 - b. Vice-Chair
 - c. Treasurer
 - d. Secretary
 - e. Past Chair
 - f. Web Master

2. Elections should be held no later than three (3) weeks before the Annual General Meeting, which is typically at the end of January.

3. The Executive Committee can have no more than four (4) committee members-at-large, excluding sub-committees which may request additional personnel. This would make the maximum committee size 10.

I was also going to solicit ideas and opinions on:

1. How long should terms for office be? Is there a maximum? A minimum?
2. What is Quorum?
3. Can positions be appointed if no-one runs for them?

Appendix D – WIE Press Release (formatted to fit these minutes)



IEEE Winnipeg Section Chair
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IEEE Winnipeg Section Forms Women in Engineering Affinity Group Chapter

Winnipeg, MB, 1 June -- On May 16, 2004, the Institute of Electrical & Electronics Engineers (IEEE) Winnipeg Section formed an IEEE Winnipeg Women In Engineering (WIE) Affinity Group Chapter.

Support for the formation of the WIE Affinity Group Chapter was received from a broad range of the local IEEE Section membership base. Jennifer Jessop has agreed to serve as interim Chair of WIE.

A kick off meeting has been scheduled for June 10th, 2004, at 7PM at TR Labs at the University of Manitoba. All interested men and women in Manitoba and Northwestern Ontario in the fields of science and technology are invited and encouraged to attend the meeting to share their input into the development of the newly formed group. The purpose of the meeting is to educate individuals about WIE, identify those interested in taking on Executive Committee positions, and to discuss the plans for the first educational event. Please go to the WIE webpage at http://www.ewh.ieee.org/reg/7/www_winnipeg/gold/WIE.html for full details.

The IEEE Winnipeg Section celebrates the formation of this new Chapter, along with our many other unique Chapters.

The IEEE is the world's largest technical professional society with more than 360,000 members in approximately 150 countries. Through its members, the IEEE is a leading authority on areas ranging from aerospace, computers and telecommunications to biomedicine, electric power and consumer electronics.

Additional information is available at <http://www.ieee.org>.

There are 500 members in the IEEE Winnipeg Section.