

**IEEE Newfoundland and Labrador Section
Executive Meeting
Monday, June 6, 2005**

In Attendance:

Paul Thorburn, Mike Janes, Cheng Li, Brian Kidney, Rob Coish, Dennis Peters, Kathleen Chafe, Brenda Stoyles, Gerard Dunphy, Eric Gill

Absent:

Jonathan Anderson, Vlastimil Masek,

Location: Fort William Building, Aliant

Summary of Action Items:

Action: Brian will set up membership survey on web and will contact Dennis for a prize as an incentive.

Action: Brian will create a NECEC 2005 website.

Action: Cheng will forward the request to sign Bill Kennedy's petition for PES Director to the Power Engineering society members.

Action: Rob will send the receipt/invoice from Student night refreshments to Paul.

Action: Brian will update award section of website.

Action: Mike will contact Scott Lowell for more information regarding Industry Relations and Educational Activities representatives.

Action: Brian will check with Lori Hogan on potential affiliation of IEEE and WISE.

Action: Cheng will check on the number of GOLD members in the Section(send to Mike and copy executive).

Action: Cheng will send email to notify members applying for Senior status of the change of references from Venki to Dr. J.

Action: Gerard will follow up with Bill Kennedy regarding a seminar in September.

Action: Eric will consider whether we should move the Term 3 scholarship to a later term and make a recommendation.

Action: Brian will send an email regarding lobster boil numbers and will confirm with Michel's and Fluvarium.

Action: Mike, Brenda, Gerard will get door prizes for the Lobster Boil.

Action: Brian will update the NECEC webpage link and send to Eric.

Action: Mike will get Bryon Dawe's bio for NECEC

Action: Mike will schedule the next meeting.

i. **Review of minutes from April 5, 2005**

Minutes were reviewed and accepted.

Review of action items arising from minutes

Action: Mike will forward to Cheng the email from Bill Kennedy re: petition for PES Director.

Closed.

Action: Brian will contact Gerard to get an abstract on Wally's presentation.

Closed.

Action: Brian will post notice out on Wally's presentation on website.

Closed.

Action: Gerard will send notice out on Wally's presentation via Listserv.

Closed.

Action: Cheng will contact members eligible for senior membership status to encourage them to apply.

Closed. Dr. J will provide references instead of Venki. **Action:** Cheng will send email to notify members applying for Senior status of the change of references from Venki to Dr. J.

Action: All members of the executive eligible for senior membership will make every effort to apply.

Closed.

Action: Paul will determine how much \$ is needed for outstanding obligations and cost of Lobster Boil.

Closed.

Action: Dennis will forward names of IEEE Night winners to Kathleen for inclusion in the newsletter.

Closed.

Action: Kathleen will request that Vlasta/Jon write a separate article on IEEE Night.

Closed.

Action: Brian and Dennis will forward any relevant photos to Kathleen for newsletter.

Closed.

Action: Cheng will print address labels for newsletter.

Closed.

Action: Dennis will arrange for newsletter printing.

Closed.

Action: Kathleen will drop off color copies of IEMC posters to Dennis for inclusion in newsletter mailout.

Closed.

Action: Kathleen will ask Gerard for campaign info to forward to Dennis.

Closed.

Action: Brian will update award section of website.

Open.

Action: Mike will contact Scott Lowell for more information regarding Industry Relations and Educational Activities representatives.

Open. Sent email, but no reponse.

Action: Mike will forward minutes of IEEE Canada meeting once they have been received.

Closed.

Action: Brian will check with Lori Hogan on potential affiliation of IEEE and WISE.

Open.

Action: Cheng will check on the number of GOLD members in the Section.

Open.

ii. Business Arising from the Minutes

iii. Reports

i. Technical Activities

Still need some suggestions for the fall.

There was a good turnout for Wally's presentation (28 people).

Need something for September. Bill Kennedy? He will be here for IEMC.

Action: Gerard will follow up with Bill Kennedy regarding a seminar in September.

Will we charge admission? Section meeting with the president? Night of 14th? Suggest that he come for dinner sat night? Cater in dining room? See what his thoughts are...

ii. Awards

Nothing new.

iii. Membership Development

Starting contacting members in arrears. Their main concern is the jump in membership fees from student to full member. The digital library can be accessed at MUN.

No change in numbers for this month.

Some new MUN candidates will apply online.

10% increase is one of our goals.

Eric: We don't normally get members before Term 3, maybe we can move the scholarship to a later term to get to know the students better.

Our rationale was to recruit in Term 3. Some do apply in Term 2.

Action: Eric will consider whether we should move the Term 3 scholarship to a later term and make a recommendation.

iv. Student Activities

Nothing new

v. Treasurer

Received our rebate (~\$3000).

\$700 owed to students.

~\$1000 for Lobster Boil.

vi. Newsletter

Nothing new

iv. New Business

i. Lobster Boil 2005

Gerard will do up a notice to send out this week. June 13 is the deadline for numbers.

Tickets:

Mike 739-3132

Dennis 737-8929

Eric 737-8922

Rob (students) 752-0197 coish@engr.mun.ca

Action: Brian will send an email regarding lobster boil numbers and will confirm with Michel's and Fluvarium.

Action: Mike, Brenda, Gerard will get door prizes for the Lobster Boil.

ii. Section Website Update

Will add the NECEC page when the call for papers is added.

Action: Brian will update the NECEC webpage link and send to Eric.

iii. Eastern Canada Area Update

Due to have a conference call in June.

Not sure of the effectiveness of Area's.

Distinguished lecturer tour – discuss at next meeting.

iv. NECEC 2005

Action: Mike will get Bryon Dawe's bio for NECEC

v. IEMC 2005

Registration is available online. July 15 is early registration date. There will be another push on publicity this month.

vi. Other**v. Next Meeting**

TBD.

Action: Mike will schedule the next meeting.