

IEEE Newfoundland and Labrador Section
Executive Meeting
Friday June 25, 2010
1200-1400

In Attendance: Lori Hogan, Andrew Cook, Geoff Holden, Brian Kidney, Dave Tilley

Absent: Robert Cove, Octavia Dobre, Gerard Dunphy, Eric Gill, Ralf Bachmayer, Jonathan Howse, Cheng Li, Dennis Peters, Amy Hsiao,

Location: C-CORE Seminar room

1. Review of Minutes from May 28, 2010

Minutes were reviewed and approved.

2. Reports

2.01 Chair

ACTION: OPEN - Lori to arrange presenting Section Chair pins to Mike Janes at AGM.

2.02 Vice-Chair

No Report

2.03 Past-Chair

No Report

2.04 Treasurer

ACTION: OPEN - Geoff to investigate banking options in 2010 - status quo with the local banks or move to an IEEE Concentration Bank Account.

ACTION: OPEN - Geoff to draft 2011 budget based on previous spending history.

ACTION: OPEN - Geoff & Cheng to go to bank and set up Geoff on our account.

As Cheng is away Geoff is unable to action these items until he returns.

2.05 Secretary

No Report

2.06 Technical Activities

- **Wind Turbine Tour**

ACTION: OPEN - Gerard to investigate arranging the tour for September.

- October

Distinguished Lecturer Program

Dalhousie/IEEE Canadian Atlantic Section will be bringing in Dr. Ljiljana Trajkovic as part of the Distinguished Lecturer Program, are we interested in bringing her her to speak at our Section. Agreement was given in principle around the table subject to what expenditures we will have to incur. Lori will follow up.

ACTION: OPEN - Lori to determine costs for bringing in Dr. Trajkovic.

- November - NECEC
- December - AGM

2.07 Membership Development

No Report

From last meeting:

ACTION: OPEN - Gerard to send a note to those on the arrears encouraging them to renew their membership.

ACTION: OPEN - See below. At a previous meeting, the following people volunteered to contact the following potential Senior Membership candidates

- **Dave** offered to contact Joseph Arsenault
- **Eric** offered to contact Ralf Bachmayer, Cecilia Moloney
- **Lori** offered to contact Adam Burry, Kathleen Chafe, Brian Gamberg, Dwight Howse, and Charles Randell
- **Dennis** offered to contact Gloria Montano

2.08 Awards and Scholarship

No Report

From last meeting:

- We need a sign on our McNaughton centre door that says "IEEE McNaughton Centre - Sponsored by IEEE Canadian Foundation"

ACTION: OPEN - Jonathan to determine the requirements of the sign.

ACTION: OPEN - Dennis to follow-up with Chad.

ACTION: OPEN - Amy to follow-up with Scholarship Fund team re obtaining a report on the status of our Scholarships.

- Term 4 Scholarship announcement went out four weeks ago. It was awarded to Adam Sheppard.

2.09 Student Activities

No Report

From last meeting:

- We will receive an invoice from the student branch to cover the cost of the IEEE student night. It's estimated to be some \$500.

ACTION: OPEN - Jonathan to forward the invoice.

- There has been an election for the new student branch executive

ACTION: OPEN -Dennis to provide names.

2.10 Women In Engineering

No Report

2.11 GOLD

No Report

From last meeting:

- No recent activities.

- Robert is reviewing the Fall activities to determine the volume.

ACTION: OPEN - Robert to make a recommendation at the next meeting as to the success of activities to date.

ACTION: CLOSED - Lori to follow-up with Robert.

2.12 Webmaster

- Our web site is hosted locally in the CS Dept.

ACTION: CLOSED - Brian to investigate moving the "executive Only" portion of our web site to the National site.

ACTION: OPEN - Brian needs to collect the Membership #'s from the Executive to provide access to the "executive Only" portion of our web site to the National site.

2.13 Newsletter

The newsletter have not been mailed out.

ACTION: OPEN - Brian to issue.

The next issue of the newsletter will be distributed electronically only.

2.14 Teacher In Service Program

ACTION: OPEN - Brian will try to get this on the agenda of the next provincial teacher conference.

2.15 Chapters

- **Oceanic Engineering Society**

- No Report

- **PES/IAS Chapter**
 - No Report

3. Other Business

3.01 NECEC 2010

- Next Committee meeting will be June 30.

3.03 Lobster Boil

- Very successful. 28 attended
ACTION: OPEN - Brian to settle account with Geoff.

3.04 Friend of IEEE Award

- Suggested that we present the award to The Electronic Centre.
ACTION: OPEN - Lori to gather information on the award and forward to Amy for discussion.

4. Next Meetings:

- NECEC 2010 Planning Meeting will be Friday June 30.
- Next NL IEEE Executive meeting will be Friday September 10th at 1200 in the C-Core seminar room.