

IEEE Newfoundland and Labrador Section
Executive Meeting
Friday February 18, 2011
1230-1400

In Attendance: Cheng Li, Dennis Peters, Eric Gill, Amy Hsiao, Octavia Dobre
Andrew Cook, Geoff Holden, Lihong Zhong, Dave Tilley

Absent: Lori Hogan, Brian Kidney, Ralf Bachmayer, Robert Cove, Ralf
Bachmayer, Gerard Dunphy, Jonathan Howse

Location: Engineering EN-4020

1. Review of Minutes from January 21, 2011

Minutes were reviewed and approved.

2.01 Chair

- On behalf of the Section Cheng arranged for flowers to sent to Lori and Brian to celebrate the birth of their son.
- We have had no updates on our submittal to nominate Wally with the Order of NL.
ACTION: OPEN - Brian to follow-up with Order of NL to determine status.
- It's time to submit the L31 and L50 reports.
ACTION: CLOSED - Geoff to prime submission of L50.
ACTION: CLOSED - Dave to submit L31.
ACTION: OPEN - Ralf to submit reports for OES Chapter.
ACTION: OPEN - Cheng to follow-up with Ralf.
- Our Officers list needs to be updated in the IEEE database.
ACTION: CLOSED - Dave will update list.
- The OCEANS 2014 organizing committee has approached Cheng requesting this Section submit a letter to ACOCA for funds to begin the organizations efforts for this conference - seed money so to speak.
ACTION: OPEN - Cheng to follow-up with Dwight Howse to have them identify the funding requirements and prepare the letter for the Section.
- Regional Spring Meeting is in Toronto from April 29 to May 1. Cheng will attend on our behalf. Region 7 will cover the costs.

2.02 Vice-Chair
No Report

2.03 Past-Chair
No Report

2.04 Treasurer

- Geoff has prepared a 2011 budget. At future meetings he will compare each category to our actual expenditures.
ACTION: CLOSED - Geoff to present monthly Budget versus Actual updates.
- Geoff has completed the L50 report.
- Year-end 2010 we had \$37,374.97 in the bank.
- \$596 has been spent year to date.

2.05 Secretary

- Dave submitted the L31 report.

2.06 Technical Activities

- Fermuse Wind Turbine Tour - Andrew is waiting for a reply back from NL Hydro.
- Potential for a tour of the Air Traffic Control Center at Torbay Airport. Will have to limit the numbers to 10-15. Will try to organize for late March or early April.
- Dr. Hai Jiang, Associate Professor from U of Alberta, will be in St. John's in April and has agreed to give a talk on "Broadcast wireless networks" on April 26.
- Other potential activities discussed were the Winsor Lake Water Treatment Plant and the Sewerage Treatment plant on the South Side Hills.

2.07 Membership Development

- We need a new chair to fill this role.
ACTION: OPEN - Cheng to send out an email requesting input as to potential candidates.
- Currently there are:
 - 227 Active Members
 - 33 in arrears
 - 8 Affiliate
 - 5 Associate
 - 36 Graduate
 - 2 Life Fellow
 - 1 Life Member
 - 104 Regular

15 Senior
56 Students

2.08 Awards and Scholarship

ACTION: OPEN - Amy and Lori to complete Friends of IEEE application for Electronic Centre.

- High School Science Fair will be held March 26/27.
- IEEE Student Night will be held on April 1.

2.09 Student Activities

- Dennis received certificate for IEEE Extreme results.

ACTION: OPEN - Eric and Amy to formalize the award process for IEEE Extreme.

ACTION: OPEN - Dennis to follow-up with Chad to obtain a budget for Iron Ring Ceremony activities.

2.10 Women In Engineering

- Octavia is working on an award from WIE for NECEC.
- WIE is also interested in sharing a common technical activity. A potential speaker is Cecilia Mahoney.

2.11 GOLD

- We need to identifying someone to fill the GOLD Chair position.

ACTION: OPEN - Cheng to send out an email requesting input as to potential candidates.

2.12 Webmaster

No Report

2.13 Newsletter

No Report

2.14 Teacher In Service Program

ACTION: OPEN - Brian to provide Amy with motor kit materials.

- The next IEEE TISP workshop will be held on April 28 and 29. We can send a candidate. Amy and Brian will be attending.

ACTION: CLOSED. Identify candidate for TISP meeting.

2.15 Chapters

OES

No Report

3. Other Business

NECEC

- It time to kick start the planning for this year's NECEC. Nov 3rd was suggested a date.

ACTION: OPEN - Cheng to contact Alvin Kenny to confirm / make the reservation for the facilities at the Holiday Inn.

4. Next Meetings:

Next NL IEEE Executive meeting will be Friday March 25th at 1230 in the Ocean Engineering Boardroom.