

# IEEE Newfoundland and Labrador Section Executive Meeting Monday April 18, 2011 1230-1400

**In Attendance:** Cheng Li, Dennis Peters, Eric Gill, Geoff Holden, Lihong Zhong, Brian Kidney

**Absent:** Amy Hsiao, Octavia Dobre, Andrew Cook, Ralf Bachmayer, Jonathan Howse, Dave Tilley, Lori Hogan, Susie Ryan

**Location:** Ocean Engineering Board Room (EN-4032A)

---

## 1. Review of Minutes from March 31, 2011

Error in Minutes. Dave Tilley was not in attendance, Ralf Bachmayer's name was repeated.

Minutes were reviewed and approved.

## 2.01 Chair

- **ACTION: OPEN** - Brian to follow-up with Order of NL to determine status.
- **ACTION: CLOSED**- Cheng to follow-up with Dwight Howse to have them identify the funding requirements and prepare the letter for the Section.
- **ACTION: CLOSED** - Brian to contact Dunne Academy to offer \$500 to support their trip to the FIRST Lego Robotics World Festival. The letter accompanying the support should include an offer of technical support for their future endeavours.
- **ACTION: OPEN** - Amy to contact OES student members about OES Scholarship.
- **ACTION: OPEN** - Brian will find out more information about the requirements and benefits for forming a OES Student Branch.

### i. NECEC

- Has only received one email response on NECEC volunteers, Lori will do local arrangements.
- Weimin Huang, Eric Gill, Lihong Zhong, Cheng Li and Dennis Peters are interested in volunteering.
- Geoff Holden will be treasurer and Brian Kidney will be the webmaster.
- Eric suggests we should canvas the PIs in AIF projects at Mun to get papers from commercial partners.
- Possible people to get involved:

Nick Krouglicof  
Kathleen Chafe  
Tariq Iqbal  
Ken Butt  
Todd Wareham  
Andrew Vardy

- First Meeting Tuesday, May 3rd, 12:15pm

ii. Spring Regional Meeting

- Cheng attending.
- One day of training on 29th.

**2.02 Vice-Chair**

No Report

**2.03 Past-Chair**

- Eric has been looking around to find people to help with NECEC. He has identified Weimin Huang as a possible candidate.

**2.04 Treasurer**

- Concentration banking is almost setup.
- Geoff has MasterCard in hand.
- Bank account is setup.
- Cheques, stamps, etc are on the way.
- We were under budget by about \$125. Budgeted \$1700 and spent \$1574.25
- We are still waiting on cheque for NECEC registration from Alvin.
- **ACTION: OPEN** - Dennis to follow up with Alvin on NECEC registration funds.

**2.05 Secretary**

No Report

**2.06 Technical Activities**

- **ACTION: CLOSED**- Cheng to send Brian details of the technical talk.
- **ACTION: CLOSED** - Brian to post technical talk details of website.
- **ACTION: CLOSED** - Andrew to send out e-notice for technical talk.
- **ACTION: OPEN** - Brian to forward E-Notice to PEGNL
- **ACTION: OPEN** - Brian will pickup copy of Steve Bruneau's of Ice Berg book.
  
- Air Traffic Control tour is pushed out to mid-May.
- We have agreed to take Dr. out for supper after his talk.

**2.07 Membership Development**

- Correction, Susie works at the Hydro Facility in Bay D’Espoir.
- One new member added since last meeting.
- **ACTION: OPEN** - Cheng to send list of members in arrears to Susie.
- **ACTION: OPEN** - Susie to contact members in arrears to remind them to register.

## 2.08 Awards and Scholarship

- **ACTION: OPEN** - Amy and Lori to complete Friends of IEEE application for Electronic Centre.
- **ACTION: OPEN** - Amy to promote Term 4 scholarship to the incoming students.
- Eric presented the Science Fair award to Vicky Sparks, a Level II student.

## 2.09 Student Activities

- **ACTION: OPEN** - Eric and Amy to formalize the award process for IEEE Extreme.
- **ACTION: CLOSED** - Dennis to follow-up with Stephanie Randel to obtain a budget for Iron Ring Ceremony activities.
- Iron Ring ceremony is this Thursday, April 21st.
- We confirmed that we will provide \$500 toward the Iron Ring ceremony refreshments.

## 2.10 Women In Engineering

No Report

## 2.11 GOLD

- Possible GOLD Chairs  
Robert Collett  
Peter King  
Alain O’Dea  
Michael Snow

## 2.12 Webmaster

No Report

### 2.13 Newsletter

- **ACTION: OPEN** - Brian to send out list of articles for Spring newsletter within next week.

### 2.14 Teacher In Service Program

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

### 2.15 Chapters

OES

No Report

Joint Circuits, Computer Communications Chapter

No Report

### 3. Other Business

Lobster Boil

No Saturday nights available in June. We will try for Sunday night.

**ACTION: OPEN** - Brian to email out possible Sunday evenings for lobster boil and the date will be decided via email.

### 4. Next Meetings:

Next NL IEEE Executive meeting will be Friday, May 27 at 1230 in the Engineering Dining room.