

IEEE Winnipeg Section Meeting Minutes – February 28, 2019

University of Manitoba Engineering and Information Technology Complex – E2-221, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Ian Jeffrey(IJ), Dean Weiten (DW), Martin Rickey (MR), Harshani Konara (HK), Jake Parr (JP), Chai Narendra (CN), Adam Brown (AB), Hamid Samiei (HS), Payam Alavizadeh (PA)

Regrets: Dave Kemp, Trevor Brown, Witold Kinsner

CALLED TO ORDER at 17:30

1. Approval of the agenda (MR/CN) Carried
2. Approval of the minutes of the Nov. meeting (CN/MR) Carried
3. Chair Report (IJ)
 - a. Organizing the finances is currently the main priority
 - Budget a certain amount of money for each Chapter/Group (and the Section as a whole)
 - b. Attended the IEEE Canada Spring Board meeting
 - A different executive will likely have to attend the Fall Board meeting, possibly DW
4. Vice-Chair Report (DW)
 - a. Nothing to report
5. Treasurer Report (CN)
 - a. Obtained cheques from Nuwan
 - Still in touch with him regarding account management and reporting
 - b. Nuwan and Steve have been removed from the CB accounts, IJ and CN are being added
 - c. Still need to get signing authority for TD accounts
 - d. Manitoba Robot Games is requesting \$500 of funding support (as in past years)
 - Motion: To support the MRG with \$500 (CN/MR) Passed
 - DW: Is \$500 the correct amount?
 - i. Will be discussed in future budget
 - e. IJ: We would like to move the funds in the TD accounts to CB soon
6. Secretary Report (Trevor Brown sent regrets)
 - Hamid Samiei is interested in being the newsletter editor for the Section
 - i. Motion: To appoint Hamid Samiei as the newsletter editor (IJ/CN) Passed
 - The Lakehead Student Branch is wondering if they can use the branch funds to support a student travelling to and presenting at an IEEE conference
 - i. IJ: IEEE funds can only be used for IEEE-related business and events, but as a Section we want to provide better support for the Lakehead branch
 - ii. Lakehead doesn't have as many funding sources as U of M
 - iii. Motion: To supplement Lakehead's operating budget with \$250 to use at their discretion (IJ/DW) Passed
 - a. CN will help JP look into getting a CB account

- TB will look into cloud storage and organization for archiving IEEE Winnipeg documents, forms, and templates
7. IEEE Canada Past-President Update (Witold Kinsner sent regrets)
 8. IEEE Canadian Foundation Report (Dave Kemp sent regrets)
 9. Membership Development Update (Not in attendance)
 10. Chapter and Affinity Group Reports
 - a. Communications (Vacant)
 - Chair position is open
 - b. Computer and Computational Intelligence (IJ)
 - Planning some Distinguished Visitor talks
 - c. EMBS (Not in attendance)
 - No reported events in over 2 years
 - d. EduManCom (Not in attendance)
 - The Engineering Design Centre may be interested in being involved
 - e. PES (Not in attendance)
 - Usually active, haven't been in contact with them in a while
 - f. Waves (CN)
 - Nothing to report
 - g. RobConIM (Not in attendance)
 - h. GRSS-AES (Not in attendance)
 - i. YP (AB)
 - Hosting a 'Becoming a P.Eng.' event at the end of March
 - 2 speakers from EGM
 - Asking for 'backup' funding in case other funding applications fall through
 - i. Motion: To provide up to \$200 to YP for the event (IJ/DW) Passed
 - j. Life Members (Dave Kemp sent regrets)
 - k. WIE (HK)
 - Had an open house event at the U of M
 - Held a LaTeX workshop
 - Would like to give certificates to speakers
 - i. IJ will look into this
 - l. TISP (Vacant)
 - m. Newsletter (Vacant)
 - n. Webmaster (Not in attendance)
 11. Reports from student branch chairs
 - a. University of Manitoba (MR)
 - Currently holding elections and procuring grant money
 - b. Lakehead University (Jake Parr)
 - Organizing a tour of a television station for EE diploma holders to showcase potential careers
 - JP wants to recruit more members
 - IJ: We need to come up a list of benefits/incentives for undergraduate students to join IEEE
 - c. Assiniboine College (Not in attendance)

d. Red River College (Not in attendance)

12. New business

ADJOURNED (DW/MR)