

IEEE Winnipeg Section

Minutes of the Executive Committee Meeting of the IEEE Winnipeg Section Held
on 03 April 2006 at 17:30, South Boardroom, TRLabs (135 Innovation Drive).

Attendees:

D.Nedohin-Macek, J.Nedohin-Macek, O.Preston, S.Dueck, Z. Zheng, J. Kyup.

Regrets:

S. Ingram, J. Olivier.

Called to Order: 17:38

1. Approval of Agenda

Added item 6a.

O. Preston/J. Kyup - Approved as amended

2. Approval of minutes of the meeting held on 07 March, 2006

O. Preston/S. Dueck - Carried

3. Matters of Information

- a. Changes to banking procedures to conform with IEEE international requirements (O. Preston)
 - All signatories need to complete the signing of the documents at the bank.
- b. Members at Large (A. Gole)
 - Tabled.
- c. Members in Arrears (S. Ingram)
 - I would like it noted in the minutes that I attended (as Membership Development Officer) events this past month - SAE and APEGM/CTTAM. Also, with assistance from exec. committee members, I have conducted a March arrears campaign, attempting to reduce the 150 Winnipeg Section members in arrears.
- d. Donations Sub-Committee (O. Preston)
 - Sub-committee met and put together a document to outline how to get funds and guidelines to evaluate requests and determine if request is granted funding.
 - Next meeting to be set in the future.

4. Reports

- a. Secretary (J. Nedohin-Macek, Z. Zheng)
 - L31 from March meeting will be submitted tonight.
- b. Treasurer (O. Preston)
 - We've paid out money to the U of M for the APEGM CTTAM event and I took in two checks (one from Teshmont, one from U of M Mechanical Engineering).
 - Have a break down for each group upon request.
 - MOTION: To pass the report as submitted. (O. Preston, S. Dueck) - Carried
- c. Chapter Chairs
 - None.
 - (PES) Shaahin Filizadeh: I regret to inform you that I will not be able to attend today's IEEE meeting. To brief you on what the PES has been doing: we had one meeting on March 28, and the next meeting will be held in late April (date to be decided).
- d. Affinity Groups
 - GOLD will have a post mortem on Thursday (April 5th 2006) to discuss APEGM CTTAM event. GOLD SAE event went well with an attendance of approximately 40 people, 10 were IEEE members. GOLD so far has no events planned.

5. Activities

a. Section Event (D. Nedohin-Macek)

- It was noted that the section will look at having a fall 2006 event and not a spring or summer event.
- Combine with Western Areas to take advantage of the funds available.

6. Other Business

a. Newsletter

- A sample was circulated as an example of what the newsletter could be.
- The contact list should be limited to only occasionally.
- Will look into advertising for the newsletter to offset printing costs.
- Also, the newsletter could be a PDF sent via email and allow for links to forward people to the website.
- Should send paper copies to those who have no email access or those who request it. Can look through SAMIEEE for non-email members.
- MOTION: To have a newsletter prepared for electronic and/or postal mail distribution by 24 April 2006. (J. Kyup, O. Preston) – Carried.

7. Next Meeting

08 May 2006, 17:30, TRLabs South boardroom (135 Innovation Drive)

8. Adjournment

MOTION: To adjourn (O. Preston, Z. Zheng) – Carried at 18:26