

IEEE Winnipeg Section Meeting Minutes – February 13, 2020

University of Manitoba Engineering and Information Technology Complex – E2-351, Winnipeg, Manitoba, Canada, 5:30 PM

Attendance: Trevor Brown (TB), Chai Narendra (CN), Dean Weiten (DW), Adam Brown (AB), Hannah Fogel (HF), Ian Jeffrey (IJ), Phil Ferguson (PF), Ziqi Liu (ZL), Shae Hunt (SH), Jagannath Wijekoon (JW), Faouzi Bellili, Amine Mezgani

Regrets: Dave Kemp, Stephany Thach, Jackson Kirby, Jacob Parr, Dustin Isleifson

CALLED TO ORDER at 17:31

1. Approval of the agenda (CN/AB) Carried
2. Approval of the minutes of the previous meeting (DW/SH) Carried
3. Chair Report (IJ)
 - a. Several IEEE members are receiving spoofed emails claiming to be from IJ, be aware
 - i. Confirm verbally for anything regarding finances
 - b. Phil Ferguson will be nominated for Vice-Chair
 - c. Mario Phaneuf will be nominated for Treasurer
 - d. Still working on Secretary, would like to have nominations by end of Feb.
 - e. AGM will happen in late April
 - i. Looking at the Holiday Inn on Pembina
 - ii. Cost should be about the same as the Viscount
 - iii. Still need to decide on a keynote speaker
 - I. Perhaps Lotfollah Shafai
4. Vice Chair Report (DW)
 - a. Will be attending the IEEE Canada Board meeting at the end of the month
 - b. Deadline for slide submission is coming up (Feb. 21)
5. Treasurer Report (CN)
 - a. Financial reporting is due by Feb. 21 to be eligible for the Section rebate bonus
 - b. We originally decided budget intakes would be twice a year (Sept. and Jan.), but most groups' budgets cover the whole year
 - i. Will take next round of budgets in Sept., will handle overages on a case-by-case basis
 - c. If a group wants to hold more events than planned, can submit a new budget for review and approval
 - d. All investments from TD have been liquidated, CN will transfer money to CB once financial reporting is finished
 - i. Will transfer money to ICF as well (already approved)
6. Secretary Report (TB)
 - a. Regrets from Dave Kemp: Life members continue to hold events, reporting complete
 - b. Regrets from Jake Parr, Stephany
 - c. Sent out requests for L31 reports by Feb. 21 deadline, thanks to groups that have already completed reporting

- d. RRC can't submit their reports because they still don't have access to vTools
 - i. If not fixed soon TB will submit reports on their behalf
- 7. IEEE Vice-President of Education Update (Not in attendance)
- 8. IEEE Canadian Foundation Report (Dave Kemp sent regrets)
- 9. Membership Development Update (Naeimeh not in attendance)
- 10. Chapter and Affinity Group Reports
 - a. Communications (No updates)
 - b. Computer and Computational Intelligence (IJ)
 - i. Nothing to report
 - c. EMBS (VACANT)
 - d. PES (Not in attendance)
 - e. Waves (CN)
 - i. Mario is submitting L31 reports
 - f. RobConIM (Not in attendance)
 - i. All reports have been submitted
 - g. GRSS-AES (Dustin sent regrets)
 - i. Had a speaker last week, 20+ attendees
 - h. YP (AB)
 - i. Held an Arduino workshop
 - I. 18 registered, 12 people showed up, good mix of students and industry
 - ii. Will collaborate with UMIEEE for a STM workshop in March
 - i. Life Members (Dave Kemp sent regrets)
 - j. WIE (HF)
 - i. Have a booth at UofM open house
 - ii. Planning an industry networking event in March
 - iii. Was planning a "How to become a P.Eng." event, but support dropped out from EGM side
 - I. IJ: try to coordinate with one of EGM's planned events for first-year students
 - k. TISP (Not in attendance)
 - l. Newsletter (VACANT)
 - m. Webmaster (Not in attendance)
- 11. Reports from student branch chairs
 - a. University of Manitoba (Not in attendance)
 - b. Lakehead University (Jake Parr sent regrets)
 - c. Assiniboine College (Not in attendance)
 - d. Red River College (Stephany Thach and Jackson Kirby sent regrets)
 - i. No updates
 - e. IAS Student Branch
 - i. Hoping to organize a PCB design workshop
 - ii. IJ: If the budget changes because of the newly formed joint Chapter please submit a revised version
- 12. New business

ADJOURNED (DW) at 18:53 pm