

IEEE GOLD

Meeting Minutes

Date: November 5, 2003 – 7:00pm
Location: Dawn Nedohin-Macek's residence
Attendees: Dawn Nedohin-Macek (DNM, Chair)
Jennifer Jessop (JJ, Vice-Chair)
Owen Preston (OP, Treasurer)
Troy Dolyniuk (TD, Webmaster, Secretary)
Stephen Dueck (SD, Committee member)
Julian Nedohin-Macek (JD, Committee member)

1. Call to order (DNM, 7:13pm)
Welcome to Stephen Dueck and Julian Nedohin-Macek, GOLD's two newest committee members.
Review minutes from last meeting. OP motioned to carry minutes, TD seconded, motion carried.
2. Officer's reports (7:15pm)
 - 2.a) Chair (DNM, 7:15pm)
 - Bill Kennedy's presentation from the 50th anniversary networking event not yet up on IEEE Canada's secure website. Will try to get a copy of it to print out and give out to those IEEE members who request it.
 - Official IEEE groups need to fill out L31 forms (meeting reports). DNM has been filling these out in the past and is continuing to do so, just alerting the rest of us of this procedure. Financial reports are not needed since we do not control our own bank account – that is managed for us by the IEEE Winnipeg Section.
 - Mailing list update – the mailing list is up and running, all members should sign up. It is an opt-in list available to all IEEE members. Currently the list is open – anybody can post to it. We will monitor this, if it gets out of hand, then posting privileges will be limited, but it will be left open for now.
 - 2.b) Vice-Chair (JJ, 7:24pm)
 - Has new business, will discuss it later on.
 - Sent email to Verona Wong (IEEE Canada GOLD Chair) requesting 250 copies of the brochure “How to be competitive in IEEE”.
 - Sandra Ingram (inter-society rep) attended the last CTTAM meeting. Relevant details of the meeting follow:
 - Minutes from CTTAM Meeting of Thursday, October 16, 2003.
 - Sandra Ingram, IEEE Inter-Society Rep in Attendance:
 - 3. HOW CAN IEEE AND CTTAM WORK TOGETHER?
 - Sandra Ingram representative of IEEE inter-society attended this section of the meeting to discuss how the two organizations can work together. Ideas discussed included publicity events, robotic games, educational involvement, advertising, career symposiums, technical

luncheons/networking/talks, and the possibility of CTTAM members getting IEEE rates for IEEE functions.

Mr. Simpson and Ms. Jessop put up CTTAM's display at IEEE 50th anniversary events. Ms. Jessop said that this was a success and that there was a lot of interest in CTTAM.

The committee agreed to build this relationship with IEEE. Ms. Jessop was appointed CTTAM's contact with IEEE.

Email from Sandra Ingram to Jennifer Jessop, Monday, October 20, 2003

Hi Jennifer:

It was good to meet everyone the other night and some excellent suggestions were raised!

I think there is great potential for collaboration between CTTAM and IEEE (either at the section, chapter or affinity group level). Good examples of this can be found in the relationship with the GOLD group.

2.c) Treasurer (OP, 7:32pm)

- No funds transfers have been made yet from the bank account.
- Last time, we had talked about increasing our float. Need justification to withdraw funds from our bank account, therefore cannot just withdraw cash to increase the float immediately, but must wait until our next for-fee event to bring in some cash to the float.
- \$515.77 total funds (including \$40 cash in float)
- Not sure when next annual transfer of funds from IEEE will be, some time in the new year.

2.d) Webmaster (TD, 7:34pm)

- Many website updates made today.
- The URL redirection has been finally made by IEEE. The redirection address is <http://www.ieee.org/winnipeggold>

3. Old Business

3.a) Robot Games Update (JJ, 7:39pm)

- Defer update to next meeting

3.b) Domain Name Registration (TD, 7:40pm)

- A domain name is no longer needed now that the IEEE redirection is in place. Agreed by all committee members.
- Asked JJ to send updated PowerPoint presentation on IEEE and GOLD to me so that Troy may place it on the website. JJ will email PowerPoint file to all executive members later in the week.
- TD will also place mailing list sign up information on the website.

- 3.c) Networking Event Update (DNM, 7:44pm)
 - DNM sent a thank-you letter to each of the 34 industry representatives that came to the IEEE Winnipeg Section's 50th Anniversary networking event.
 - Marv Klos (HR manager from MB Hydro) asked for a list of all students at the 50th Anniversary event.

- 3.d) STAP Update (DNM, 7:50pm)
 - DNM sent out email to past GOLD event attendees with STAP information from Jack Peterson. This information has been placed on the GOLD website.

- 3.e) XML Seminar with APEGM (DNM, 7:52pm)
 - Speaker has been unofficially confirmed (Mr. Robert Day), but APEGM has not yet confirmed a venue. The projected date for this event is November 26, 2003.
 - JJ would like to do an interview with Robert Day for an IEEE newsletter. This was well received by the committee.

- 4. New Business
- 4.a) Future Event Ideas
- 4.a.i) Monthly Sessions (DNM, 7:55pm)
 - Next year DNM would like to host one seminar per month, approximately 2 hours each. Presented a list of possible topics.
 - DNM suggested that any of us are welcome and encouraged to volunteer to take ownership of one of the events from start to finish as a risk-free method of gaining experience in setting up conferences or meetings. JJ has a document on what to do, will send it out to GOLD executive committee members.
 - JJ would like to see a presentation on how to set up a domain name and web page, suggested getting a representative from Shaw to come out. Another possibility is the crew of tinfoilhat.ca, a local web hosting company staffed by friends of DNM. Aim for the end of November (Tuesday the 25th) for this event. DNM will contact tinfoilhat.ca and TRlabs for the venue.

- 4.a.ii) Tours (DNM, 8:13pm)
 - Perhaps tour of the new arena once it is built.
 - Plants – maybe a tour of Powells and the transformer winder.
 - Vansco Electronics – TD has a contact there to arrange a tour.
 - Standard Aero Ltd. – TD has a contact there to arrange a tour.
 - Bristol Propulsion Test Lab – JNM has a contact there to arrange a tour.
 - MB Hydro System Control Centre (SCC) – DNM can arrange a tour.
 - SCC will be the January event. (Wednesday January 14th, 2004, in the evening)

- 5. New Business (8:24pm)
 - DNM talked with Dave Kemp, they like the Christmas party idea, but have heard no further feedback from them.
 - A possible entertainer for a social event was raised by JJ. JJ knows an escape artist (Dean Gunnerson). He may be willing to put on a show for us at a discount, DNM would have to talk with him to arrange details.

- DNM knows somebody from Frantic Films (3D studio, they do special effects for movies) as another event idea.
- Web hosting and domain name would be the next event.
- Perhaps getting Dean Gunnerson is too ambitious and expensive a goal for this year, let's keep this in mind for next year (DNM).
- Dr. Oliver was contacted by the Western Canada Council (WCC) regarding a cross-Canada tour by D. Gorham, focusing on education at the pre-University level. He canvassed the membership and did not receive positive feedback on holding such an event, and did not receive proper clarification from D. Gorham, therefore the section decided not to host the meeting. After discussion it was determined that GOLD would not pursue holding the event without the section.

6. Motion to Adjourn

- Motion brought forward by OP (8:45pm)
- Seconded by TD
- Motion carried
- Next meeting Wednesday December 3, 2003 at 7:00pm at DNM's residence.