

Minutes of the IEEE South Saskatchewan Section Exco Meeting

Date: Wednesday, July 22nd, 2020 at 5:00pm

Venue: Webex 126 148 0085

Attendance: Irfan Al-Anbagi, Raman Paranjape, Kin-Choong Yow, Jason Whitelaw, Douglas Wagner, Moeed Shamin, Shahedur Rahman, Tessa Herzberger, Usman Munawar, Reagan Ong.

Regrets:, Kaylee Turnack, Adam Tilson, Amin Hassan, Archana Panchu, Brent Maksymiw, Chris Pikula, Lei Zhang, Victor Edoho, Zhanle Wang.

1. Call to Order (Irfan Al-Anbagi)

The Chairman called the meeting to order at 5:00pm.

2. Acceptance of the meeting agenda

Motion – To accept the agenda as circulated.

Carried. [Raman/Doug. All in favor]

3. Acceptance of the previous minutes

Motion – To accept the minutes as circulated.

Carried. [Moeed/Raman. All in favor]

4. Section Update (Irfan Al-Anbagi)

Irfan shared that he had received the email notification that the IEEE Section Conference (SC2020) has been cancelled. He also shared that he is invited to the Board of Director's meeting in October (online meeting) and he will talk to us about it future meetings.

5. Financials Update (Jason Whitelaw)

Jason reported that he had not mailed out any cheques yet. He said that he had received an email about the student section rebate. The email said that we will not get the student rebates this year because the submission forms were not completed. Doug said that the students have an AGM in the winter and would like to see the email. Jason said that he will sent it to Doug.

Raman suggests that the student branch that did not get the student rebate may be the SaskPoly branch. Jason replies that the email said that both branches did not qualify. Irfan asked to see the email too. Jason will send it.

Jason also reported that he had bought two gift cards (Tim Horton/Starbucks) for the speaker. The gift cards were sent to the speaker and he had confirmed that he had received it.

Raman also asked about the status of the electronic banking. Jason said that all forms are completed, so probably we can have it operating next year.

6. CCECE update (Raman Paranjape)

Raman reported that there are no updates at the moment. He had written emails to Mike Key, Jason Gu, as well as CONAC (Conference Advisory Committee) chair Alex but so far there had been no reply and no approval issued yet. Irfan said that the CONAC chair is the point of contact and he will also try to contact him and the NorthSask section chair. We had already submitted the bid and it had gone to the spring board meeting.

7. Education Activities update (Zhanle Wang / Usman Munawar)

Usman reported that there are no updates yet and he is still in discussion with Zhanle. When asked how many meetings are required for the PES chapter, Usman said that they only need two meetings with members per year.

8. Promotional Materials (Raman Paranjape / Jason Whitelaw)

Jason reported that he had given our logo to the company Impression and Threads for them to make some samples for us. The polo-shirts can cost in the range of \$30 – \$70 per shirt, and we have approved \$1,000 for it, so we would go for 20 shirts max.

Doug suggested that we should make some for the student chapter so that they can wear it to events. Maybe we can have a 2-Tier system of Polo-shirts and T-shirts. Tessa suggested that we can also try other companies such as Embroidery Vibe or Mr. Print. Jason said that he will make a trip to Impression and Threads first to feel the sample.

Irfan suggested to consider other options such as USB flash drives or fancy pens for speakers in the future. Reagan warned that USB drives may have malware and if our branding is there, it may be a problem.

Doug also suggested that we can go to the IEEE Store and look at the gifts that they have, or we can purchase IEEE gift certificates. Reagan also suggested facemask and hand sanitizers. Irfan says that all of these are good ideas, but perhaps we should go with virtual gift cards.

9. Possible joint event with the NorthSask Section (Irfan Al-Anbagi)

Irfan informed that Prof. Chung of the NorthSask section proposed two seminars in his email forwarded by Irfan on 7/22 2:41pm. Irfan asked if we should join them or hold our seminar separately? Shahed and Doug agreed that it would be good to do it as a joint activity. Everyone present agreed to Topic 2 (Role of the Smart Grid in Facilitating the

Integration of Renewables). The preferred date would be sometime in mid-August, after 5pm, any day of the week. Doug pointed out that if the speaker is in the East Coast (Virginia Tech), it may be two hours ahead. Kin-Choong said that we should suit our audience rather than the speaker. Rahman added that 7pm is not too late for the speaker.

10. Any Other Business

Moeed reported that he and Reagan planned to host a virtual scavenger hunt in August.

This webex meeting was suddenly terminated after 40 minutes. When everyone is reconnected again, Moeed suggested that he will check whether he can use the SaskPower corporate Webex account for future meetings. Jason said that he will also check on using Google meet.

Moeed said that he will forward the information about the IEEE Training Tools seminar.

Doug reported that BCHydro offered to give a seminar on protection mechanisms in mid August. However, this will clash with the NorthSask talk, and he suggested that he may postpone it till later. He will also talk to Usman for logistical support from PES. Irfan added that it is actually not a problem with holding two events in August.

The meeting adjourned at 6:00pm [Doug/Raman]