##### 2020 Vancouver Section Annual General Meeting Minutes

**Location**: WebEx **Date:** Monday, June 15, 2020

1. Call to order at 7:07 PM by Steven McClain
2. **Motion to accept the agenda**. **Moved**: Bob Gill. **Seconded**: Michael Paraskake. **Motion carried**.
3. 2019 minutes approval:
	* **Moved**: Matthew Wilder. **Seconded**: Bob Gill **Motion Carried.**
4. The new 2020 Vancouver Section Executive members were introduced:
	* Chair: Mike Paraskake Vice Chair: Steven McClain
	* Treasurer: Matthew Wilder Secretary: Jacqueline Nichols
	* Past Chair: Bob
	* Subsections
		+ Chair: Fan Jiang Northern BC
		+ Chair: Youry Khmelevsky Okanagan
5. Section Chair Report (Bob Gill):
	* Introduction of new Officers Elected and Appointed for 2020
	* Sensors Council Chapter has been created this year
	* Membership
		+ 1700-2200 members on average through out the year
		+ Events organized: 141
		+ Chapters & Affinity Group Volunteers: 34
		+ Student volunteers: 30
		+ Committee volunteers: 13
	* 70 Technical and professional events last year
	* Networking opportunities
	* Class of 1959 UBC Engineering Reunion
	* BCIT RC Classic Competition
	* UBC IEEE Think Engineering
	* UBC 5G Bootcamp (Keysight & Rogers Comm)
	* 5th Annual Symposium on Cyber Security & Digital Forensics
	* UBC IEEE Marine Systems Workshop
	* Smart Power Talks IEMCON
		+ Net contribution to scholarship fund: $5,000
	* 2019 66th Annual IEEE PCIC Conference
		+ 54 Technical papers submitted, 1460 attendees
	* Why Conference Activities
		+ Local conferences improves access for Van engineers
		+ Student volunteer access
		+ Raise funds for scholarships
	* ICF Vancouver Endowment Fund
		+ Currently pays out $4000 per year for scholarships
		+ Looking into adding a 4th scholarship award in 2021
	* 2020 Plan
		+ Looking at hosting IHTC 2020
		+ IEEE GlobeCom 2024
		+ Reviewing MOU for SeGAH (Serious Games & Applications)
		+ Recruitment:
			- Membership Development: Vacant
			- Young Professionals Vice Chair: Vacant
	* Recognition Opportunities:
		+ Support for IEEE Fellow
		+ Recognize your colleagues
	* Strong Finances
	* Progress on Scholarship Endowment growth
	* Focus on Future Conferences & TISP
6. Section Treasurer Report (Matthew Wilder)
	* Selected Highlights include from balance sheet, income statement and other: take from slide
		+ Balance Sheet 2019 Total Assets 162,882.09
		+ Balance Sheet 2019 Total Liabilities & Equities 160,948.86
		+ Value of scholarship as at Dec/31/2019 42,625.00
	* Net position change in the bank is -$16,758.10
		+ This includes the $25,000 scholarship top-up cheque
	* The Vancouver Section was audited by IEEE Headquarters this year
		+ IEEE Internal Auditor was satisfied with the results of the audit
	* IEEE HQ Books Review
	* Presentation of the Auditors Report for 2020
	* Audit Committee for 2019
		+ Bonnie Gray (final year)
		+ Shail Mahanti
		+ Hui Deng
	* We will need a volunteer to join the audit committee for 2020
		+ Nomination by: Bob Gill of Ken Bell
			- Nomination declined due to conflicts with work
		+ Nomination by: Bob Gill of Kouros
			- Nomination declined due to work
		+ Hui description of role: Checking of numbers and dates, overall a few hours commitment
		+ Nomination by: Ali Palizban of: Amine Doulfikar
			- Unfortunatley, student members in the year of the audit are not eligible
		+ Nomination by: Bob Gill of: Paul Smith
	* The auditor signed off for this 2019 report. A picture of the approval signatures of all three auditors was presented to the AGM.
7. **Motion to accept the Chair and Treasurer reports as presented**. **Moved**: Ljiljana Trajkovic. **Seconded**: Mandeep Pannu. **Motion carried**
8. Auditor
	* Bonnie Gray has completed their final year term as member of the audit committee and as such must step down per Section rules. IEEE Vancouver Section thanks them for their contribution.
	* **Motion to appoint Paul Smith as auditor for 2021-2023 term.**
	* **Moved**: Bob Gill. **Seconded**: Steven McClain.
	* **Motion carried**
9. **Motion to Adjourn** **Moved** by Matthew Wilder.

Meeting adjourned at 7:42 PM.

* + Next AGM date proposed: Saturday March 27, 2021