



British Columbia Section

Board Meeting Minutes: August 9, 2004

Present*	Dave Gourley	Martin Jackson	Ray Wong
	Guowei Li		

*This meeting was held under somewhat unusual circumstances. Neither the Chair nor the Vice Chair was able to attend and a number of other board members also sent regrets. Apologies to Ganiyu Ishola who came to the meeting but left at my suggestion when it appeared that we would not have enough members to hold the meeting. Subsequently, others arrived and we decided to hold an informal meeting as described below.

Approval of Agenda: Colin Blair had sent an agenda by e-mail.

Acceptance of Minutes: Minutes were reviewed to identify any action items.

Old Business: The appropriate board members must meet at the Pacific Centre branch of TD Canada Trust to sort out signature specimens and signing authorities.

Action – Colin Blair

New Business: **September Meeting** – Ford has given an indication that they will be able to provide a speaker for the September meeting. The date will be the 13th or the 20th of September, more likely the 20th. D. Gourley will contact Ford to finalize arrangements.

Action – D. Gourley

Treasurer/Finance – D. Gourley reported that the cheque book was empty. The last cheque was used to pay BCIT for the scholarship that was awarded to Carl Reid. A picture of Martin Jackson giving the award was given to Guowei Li to post on the section web site.

Whether there are more cheques on hand is unknown. Finding out and getting more is a priority.

Action – Martin Jackson

Outstanding Younger Member – Chair Colin Blair should submit an application to SAE for Wendy Ho to receive the Outstanding Younger Member award. Due date is October 1st.

Action – Colin Blair

Web Site - Guowei Li reported on the status of the web site. It was agreed that the template used would be frozen as the site layout. Guowei also suggested that the site should be configured so that that material could be posted from multiple sources. This would reduce the burden on the webmaster and improve the

chances of the site being kept up to date. Guowei will set up a development site that will be password protected to test this capability.

It was also suggested that users could address e-mail from the "Contact Us" heading to webmaster@... or board@.... This address would be forwarded to the appropriate nominee. Personnel changes on the board could be more easily handled this way without affecting site users.

Guowei requested an org chart of the board to post on the site. This chart will form part of the Section Year Advance Plan and Colin should be able to provide a copy to Guowei in electronic format.

Action – Colin Blair

It was agreed that there would be a heading on the menu bar called "Board" where the agendas and minutes of board meetings would be posted.

Under "membership" a link to www.sae.org should be provided along with a short piece on local section membership.

Guowei will also require some information on the Student Design Competitions for inclusion in the site. This would likely include links to the teams' own web sites.

Action – Martin Davy

Meeting Planning:

September – Passenger Car Meeting? D. Gourley to contact Ford of Canada regarding a speaker for the meeting on the topic of the 100th Anniversary of Ford of Canada (linked to SAE's 100th in 2005) and upcoming products like the 2005 Mustang, Ford GT, and the hybrid version of the Ford Escape.

October – Annual Student Night. A good quality event is needed to promote student membership. It was agreed that attendance by regular section members could also stand improvement. Students should present the results of previous year's design competition entries, particularly when the local section has provided financial support. The section should provide a reciprocal benefit to the students by providing a speaker/presentation of interest and value to them.

November – Tour?

December – Spouses Night. General interest topic needed. Free admission to Past Chairs?

January – Tour? No Event?

February – Dinner Meeting

March – Tour?

April – Dinner Meeting or Tour?

May – Election Night/Dinner Meeting

Other Ideas:

CNC machine shop operated by a section member (Zoomheist??)

ATV's/snowmobiles

TRIUMF

Cascade Aerospace (formerly ConAir)

Tour of a local brewery.

Ford Design of the 1930's – Gregorie

Tour of Azure Dynamics

Financial Planning Workshop – Larry Stubbs

Michael Seal at UWW

Tour of Dynasty Electric Vehicles

Talk by Mr. Ballard

Visit to yacht manufacturer

Vist to Rx Motorworks restoration facility

Next Board Meeting September 13th at 5:30 PM at 102-4705 Wayburne Dr., Burnaby (AirCare).

Adjourn: approx. 7:00PM.