

**Minutes, BoD Meeting, CSIEA-Ottawa**  
**July 7, 2005**  
**University of Ottawa, SITE, 5084**

**Present from the Board:**

Alma Rahmani, Manoochehr Monjazez, Alireza Gazerani, Shahram Zahirazami (left at 7:15), Bahram Zahir, Mahmoud Badie\*, Behzad Malek\*.

\* Mr. Badei and Mr. Malek got the right to vote in this meeting, as Mr. Nikzad and Ms Mashayekh were excused.

**Other present members:**

Bahram Ashraf-Hosseini, Alireza Ahmadi (left at 5:45), Behrooz Akbari.  
Iman and another person were also present but did not sign the presence sheet.

- |   |         |
|---|---------|
| <b>1. Call to Order</b>                               | 5:37 PM |
| Alma started the session.                             |         |
| <b>2. Opening Ceremonies</b>                          | 5:39    |
| The proposed agenda for the meeting has been approved |         |
| <b>3. Address by Mr. Akbari</b>                       | 5:40    |

Mr. Akbari talked to the Board and explained Mr. Akbari's concerns about CSIEA's future. His talk was mainly covering the following lines:

- His less frequent coming to the sessions was due to his other business not that he boycotted CSIEA.
- He likes engineers, because he likes his people and engineers bring technology and hence prosperity to the people.
- CSIEA needs to have more broad goals to serve Iranian population.
- We need to find problems that Iranian engineers and industrial sites have and try to address those problems.
- A look at the CSIEA's Charter shows that these goals are not covered.

Bahram Zahir explained that the goals that Mr. Akbari read from the Charter were not exact and he read the goals from the Charter the way they are. The difference was mainly the mention of "in Canada" in the organizations with which we might collaborate.

Alma thanked Mr. Akbari for his speech and also about telling us that he was not boycotting us. She then explained that the priorities are set according to the active members who come forward and actively pursue activities here.

Mr. Akbari mentioned that we need to collect information to serve the industry back home to prevent the closure of factories over there.

Bahram Zahir mentioned that according to him there is no conflict between what Mr. Akbari says and the Charter. He also mentioned that even in the past events there were instances where one could consider that a flow of information towards Iran to improve the situation there is being built, such as the second talk by Dr. Astaneh.

Mr. Akbari mentioned that according to him the Charter should be changed to be more in line with Iran's interests.

Alma asked Mr. Akbari to come forward and make a proposal to the Board on what should be done.

Shahram said that it's not wise to put in our Charter that our goal is to send information to

Iran, due to the sensitivities that exist against some countries in that region.

#### 4. Financial report

- a. Mr. Monjazez gave a report on the financial situation 6:12 pm

According to this report, to this date (July 7, 2005) we have \$1442.08 as receivables and \$85.19 as expenses. The total is \$1356.89. The report has been approved unanimously.

- b. Mr. Monjazez explained that Ms Mashayekh has had some health related issues and will not be present to talk about possible government funding. 6:19 pm

The Board decided to send a flower for Ms. Mashayekh.

**Action:** Alma will visit Ms. Mashayekh on behalf of the Board.

#### 5. Last month's meeting minutes

- a. Approval of last month's meeting minutes 6:21 pm

- b. Affairs and actions from last month

- Motion to create a list for advisors as an alias ([advisors@csiea.org](mailto:advisors@csiea.org)) has been approved. 6:23 pm

For the time being four members are suggested:

- Mr. Hajdae, i
- Mr. Nouraeyan,
- Ms. Monjazez and
- Dr. Banihashemi.

**Action:** Bahram will send the list of emails of these 4 people to Behzad.

**Action:** Behzad will create the alias.

- Motion has been approved to update the website with the new Charter both in English and in Persian. 6:25 pm

Discussion: an error in the original English document has been detected and removed. The error was in article 2.1.F where in the Persian document we talk about "other professional societies" in general and in the English version it has been limited to "those in Canada." Since from the first day we have assumed that the Persian version is the working one and the English one is just a translation, this change does not require AGM's approval. The mention of "in Canada" has been hence removed from the English version.

**Action:** Bahram sends the final Charters in both languages to the webmaster.

**Action:** webmaster updates the website with the Charters.

#### 6. Summer programs of the T&C Committee 6:27

Mr. Gazerani made the following remarks:

- His correspondence with Ms Hashemlou whose husband is vocalist of a local traditional music band called "Roomi", has not yet yielded any fruit. He expects maybe Ms. Mashayekh can accelerate this communication.
- Shahram mentioned that this event seems to be better after summer is over.
- Mr. Ahmadi made a suggestive proposal about different activities within CSIEA work frame. Mr. Gazerani mentioned that he has just received this document at the beginning of the session and this is why he could not communicate it with the Board any earlier. Mr. Ahmadi's document includes outdoor trips, picnics and visit of museums. It is also suggested that for the time being Mr. Ahmadi will act as the interim OC chair, till the Board appoints someone (maybe himself) to this position.
- Mr. Gazerani mentioned that the Toronto Mohandes is organizing a Cruise event this summer. The price tag is \$50 and \$55 for members and non-members, respectively. He wanted to know what the other Board members think about a

- similar activity in Ottawa.
- Shahram mentioned that it can be even more expensive for less participants and that it is not much fun either.
- Bahram mentioned that park and museum activities are much more accessible at this time.
- A motion has been approved to follow-up with Ms. Rezaei on the visit to the Museum of Aviation in August so that we can soon announce the event.

**Action:** Mr. Gazerani follows-up the matter with Ms. Rezaei and tells the Board what is the next action on this visit, so that we can make the announcement on the website soon.

- Mr. Gazerani mentioned that Mr. Shadravan accepted to prepare for workshop in his field (Civil engineering and earthquake) without specifying a suitable date of the talk yet.
- Shahram mentioned that it would be better to have regular (monthly, to start with) talks, with higher technical contents.
- A motion has been passed to select Mr. Gazerani as the responsible to initiate regular (monthly, to start with) talks starting July 2005. We may later find someone else who can take over this responsibility.

**Action:** Mr. Gazerani initiates regular talks with the aim to start the first talk this July.

- Alma mentioned that the architects might be able to give one talk pretty soon; as well as some of Dr. Banihashemi's students.
- Due to coincidence with vacation season, there would not be a complicated large event such as our season events this summer.
- Mr. Akbari reiterated the need first to evaluate how we can contact people inside Iran to get feedback on what they need.

## 7. Organization and membership Committee

7:00 pm

Shahram gave a quick update on the number of members so far: 32 members (where 31 are old member renewals and 1 is a new member). This means that so far we have only about 50% of the old members renewed.

Shahram mentioned that with Yousof, Rashid and Behzad Malek they had a meeting and have discussed the possibility of an automatic registration system. This is going to be a challenge as we have several issues to resolve: Security, MySQL, and the account server. The estimate is that this will take 1-2 months.

Shahram gave an update on registering CSIEA:

The search result showed that Mohandes (in Toronto) is similar to our name but according to Ms. Mashayekh this will not cause a problem.

**A.** For now the official address of the Society is Bahram's home address. **If we want to change this, we should act.**

**B.** For now only 3 directors have been mentioned in the registration papers (namely, Alma, Rashid and Bahram). **If we want to put more names (to all the 7, for instance), we should act.**

**C.** There is a clause in the form asking what happens to the Society's belongings in case of a closure. The default response is that it will go to charity. **If we want to change this, we should act.**

The budget to register the Society, estimated to be about \$155 has been approved.

**Action:** voice your opinion if you want any of the above items (A, B or C) to change.

**Action:** Shahram finalizes the forms and proceeds for registration if there are no more emails on this subject within a couple of weeks.

Shahram also asked for permission to send an email to the people who have not renewed their subscription yet. Motion has been unanimously approved.

**Action:** Shahram will draft an email, check it with Alma and Bahram and send it to the list after the check.

Mr. Gazerani brought to the attention of the Board the issue of the Iranian Festival. It has been approved to add their links to the website and to send a letter to their organizers to tell them that CSIEA would like to see this valuable cultural event happen in Ottawa. 7:15 pm

Mr. Akbari asked why the Festival organizers do not send a call for help to Iranians in the City. 7:20 pm

The answer was given by Alma and Bahram that they have done so but they have limited outreach.

**Action:** webmaster to add this link to the website.

**Action:** Alma and Bahram to send an email to their organizers.

#### **8. Publication Committee programs**

7:23 pm

Mr. Malek gave a proposal for the summer 2005 Publication Committee

Sara Alavi will take care of the multimedia section on the website.

The team of Shahram, Rashid, Yousof and Behzad will work on the automatic login and registration applets.

Business cards (general and personal) have been discussed. Bahram mentioned the prices for low volume and high volume solutions (each page with 10 cards costs about \$2.5 (25 cents each); 500 cards costs about \$100).

Decision was to make general cards for everybody on CSIEA's account, but letting individuals to make personal cards on their own budget, if they like.

**Action:** Publication Committee and Membership Committee together come up with a design for the card to also accommodate for those who later add their names and personal contact info into it. After revision by the Board this will be sent to the print-house.

Mr. Gazerani suggested to registering also the logo.

Bahram talked against this motion. He mentioned that it will not add value; in case of a very unlikely problem, we will not have the power to go after anybody who violates our rights.

Mr. Akbari mentioned that the cost of registration is \$65 to which we also have to add the cost of search which together comes to about \$130.

Mr. Monjazez mentioned that it is more principally correct to do the registration.

Mr. Badei seconded the motion.

The motion has been approved with 4 votes pro and 2 votes against.

**Action:** the logo should be registered. Nobody has been assigned to this action yet. If anybody is volunteer, please let the Board knows.

**Comment:** Bahram mentioned that only one color should be used for the logo, if it's not printed on B&W. It has been decided then that the color is the green that is also used on the website.

Mr. Malek distributed a few flyers from a Chinese Organization that gives lots of services to their community. Alma will take the flyers to Ms Mashayekh to be considered. 7:50 pm

Mr. Monjazez made a comment that the Chinese Community is much extended and this is the reason why they can provide so many services.

**9. Social Committee programs** 7:51 pm  
Ms Mashayekh was absent due to health related issues and could not give her proposal for Social Committee's future programs.

**10. Architects gathering report** 7:52 pm  
Alma mentioned that some of the architects within CSIEA gathered at Chateau Laurier. 8 people have been gathered (out of 10 invited). This is based on Ms Mashayekh's initiative with the MGroupe company and the good feedback that she had received from there and the help that they can provide especially for the Iranian community.

Some research oriented work also might be doable.

This group also suggests other members in other fields to follow their lead.

Although the mentioned hotel was a very nice place, it can be disturbing when members want to talk about serious stuffs.

**11. Meeting with Dr. Mussivand (July 5, 2005)** 7:55 pm  
Bahram mentioned that Alma, Shahram, Mr. Monjazez, Behzad and himself met with Dr. Mussivand at the Heart Institute and gave him his honorary card. Dr. Mussivand has been updated on the events and plans of the Society and his support and involvement have been asked. He mentioned that he might be very busy and not being able to help a lot but will do what he can. He then talked about the projects within the Heart Institute. At the same occasion they visited one of the labs there where students can learn how to operate on false patients with all biological signals, ... He mentioned that they need extremely good engineers and they hire some from all around the world.

**Action:** Behzad will add this event (Dr. Mussivand as an honorary member) into the news page.

**12. Other businesses** 8:00 pm  
Bahram proposed having an electronic newsletter (or bulletin) as a simpler means of communication to be sent out once a month with sections for inviting to the BoD meeting; Minutes of the last BoD meeting; events within CSIEA; events from sister societies; discussions; job opportunities; etc. The motion has been approved unanimously.  
**Action:** the bulletin should be created and regular monthly messages should be sent to members, in a nice format. 8:07 pm

Bahram proposed to add PAGSE to our links; PAGSE holds regular seminars (usually breakfast events) in the Parliament Hill on scientific subjects. The motion has been approved unanimously. 8:12 pm  
**Action:** webmaster should add this link.

Bahram proposed to add IEEE Ottawa Section's link on our links page, and reciprocally asking them to do the same thing. The motion has been approved unanimously. 8:15 pm  
**Action:** webmaster should add this link.

A motion has been passed unanimously to accept the minutes of the AGM meeting as has been sent to the Board a while ago.

Next meeting date is as follows: Wednesday August 3, 2005 at 5:30.

**Action:** Bahram checks if room is available.

### 13. PACSO

Mr. Gazerani suggested that we inform our members that PACSO is organizing a picnic event on July 17. 8:17 pm

Bahram mentioned maybe we can co-organize this event.

Mr. Gazerani mentioned that there is already a co-organizer and this would complicate the issue too much.

It has been approved to send the link of that event plus short description to our members.

**Action:** Shahram prepares and sends the email.

### 14. Adjourn

Before adjourning, Bahram insisted that we should start the activities very soon (in July). 8:23 pm  
Alma mentioned that we should ask our members (and to-be-members) to give us feedback on what they like us to do.

The meeting ended at 8:30 pm and followed by some non official talks.