



Minutes of Meeting No.2, BoD Meeting, CSIEA-Ottawa
June 20, 2006, at 6:30 pm,

Present from board:

Mehdi Mahdavi, Hourieh Mashayekh, Manouchehr Monjazez, Parviz Mottahed, Keyvan Parvaneh, Kayvan Pezeshki, Alma Rahmani

Present from the substitute board:

Hamidreza Darvish Mansouri, Golchehr Monjazez

Other present members:

Bahram Ashraf Hosseini, Abdolali Hajdaee, Bahram Zahir Azami

ITEM	DESCRIPTION	ACTION BY
<u>Item:</u>		
2.1	Minute of meeting No. 1 approved	Info
2.2	Proposed meeting agenda was approved with a minor change in the order of items: Item <u>5</u> (Organization Committee’s activities Report) moved down to No. <u>8</u> and Vice Versa.	Info
2.3	Financial Report: Account Balance: \$ 1412.58 A copy of detailed financial report was provided to Ms. Mashayekh for the records. Mr. Hajdaee suggested opening a line item regarding CSIEA’s debts.	Info Mr. Monjazez
2.4	Fundraising: Ms. Mashayekh has provided the relate documents to Mr. Pezashki. She also informed the board that in order to be to receive funds we need to provide description/proposals of our future projects.	Info
2.5	Mr. Mottahed suggested more flexibility and overlap among different committees. The committees should have a coordinator rather than a “chairperson”. This could be decided through brainstorming.	



- 2.6** Social Committee:
- Mr.Mahdavi reviewed the social committee’s meeting report. Info
- A budget for the amount of \$150.00 regarding the social committee’s proposed workshop was approved.
- Mr. Mahdavi requested for all board members and CSIEA members to participate and suggest variety of workshops. All
- He also mentioned that focus should be placed on workshops that help our specific society considering the social needs of people residing in Ottawa. The aim is for CSIEA to increase its members by providing services that are in demand.
- 2.7** Organization Committee:
- Mr. Pezeshki suggested the following: Info
- Creating a database for membership.
 - Use excel spread sheet to organize the cash flow, balance sheet, income statement
 - Issues regarding taxation should be clarified.
 - Incorporate our events with other ongoing events/festivals in town.
 - Create a discount, gift cards for members regarding our events. Hamidreza Darvish
 - Need more committed people.
- Mr. Pezashki to organize an unofficial meeting to further discuss the above mentioned items. Kayvan Pezeshki
- 2.8** A complete members list to be provide to Mr. Pezeshki Bahram Zargar
- 2.9** Mr. Ashraf hosseini brought up the following points:
- CSIEA’s cooperation with other societies in Ottawa has to be defined-to what extent is CSIEA going to support other events and what is it supporting.
- 2.10** Mr. Zahir suggested providing a calendar of events for all our program. This will assist CSIEA in its organization and support regarding our active societies in Ottawa.
- 2.11** Mr. Mottahed has two potential speakers for CSIEA:
- 1) Professor Hassani: “Extraction of Mineral resources and Sustainability”
 - 2) Dominic Brookshaw
- Potential dates for each of these speakers will be forwarded to the board. Mr. Mottahed



Minutes of Meeting No.2, BoD Meeting, CSIEA-Ottawa
June 20, 2006, at 6:30 pm,

- 2.12** Ms. Rahmani suggested to have the appericiation party for Mr . Zahir on Info the same date as our first talke (sometime in Spetember). This date should be confirmed by Mr. Zahir.

Next Meeting: Thursday July 20, 2006 @ 6:30 PM
Room 154, main floor of Library and Archives Canada
395 Wellington

Please advise the undersigned of any errors or omission in this record

Prepared by: Golchehr Monjazeb
Substitute board member-CSIEA

Via Email to all present
Copy: Yousof Pakzad