

CMVA Ontario Chapter Executive Committee Minutes of Meeting

The following is a summary of the minutes of the CMVA Ontario Chapter Executive Committee.

Date: January 23, 2019 3pm – 4:30pm

Location: Online Meeting

Event: Scheduled meeting of the Ontario Chapter Executive Committee

Attendees from the Executive Committee (2018-19)

NAME	COMPANY	POSITION
Grant Akitt	PDM Technologies Inc.	President
Andrew Sit	OPG	Treasurer
Stan Wolczyk	MM&A	Membership
Derek Prinsloo	Bently Nevada	ON Rep - BoD

ABSENT: Liane Harris (Vice President) & Andrew Ali (Technical). Ken Keith (Directeur Exécutif) was also invited but unable to attend.

Agenda

1. Open of Meeting & Introduce Derek Prinsloo (our new ON Board of Directors Rep)
2. Review of Chapter Financials (lead: Andrew S - Treasurer)
3. Membership Review (lead: Stan - Membership)
4. Planning for Spring Chapter ATC (lead: Grant)
 - a. Location (low cost, easy to access)
 - b. Content (speakers, theme, etc.)
5. National ATC 2020 – Ontario
 - a. Initial discussion, planning begins now . . .

Meeting Notes

1. Grant opened the meeting by welcoming everyone and presented the Meeting Agenda
 - a. Agenda was accepted by the committee with no amendments
 - b. Derek Prinsloo introduced as our new Ontario Representative on the National Board of Directors
 - c. Derek provided a brief description of his background to the attendees
 - d. Each attendee then gave a brief introduction of themselves to Derek
2. Review of Chapter Financials – Lead by Andrew Sit
 - a. Andrew summarized the chapter financials as being very healthy with a current balance ~\$14,000 in two accounts
 - b. A highlight of this review was the revenue generated at our 2017 Workshop (SKF Bearing Workshop) which generated ~\$6500
 - c. The financial details are presented at the end of this document

3. Review of Membership – Lead by Stan Wolczyk
 - a. Stan explained that the details of the current membership situation are not available from the National group at this time due to the transition of the Web Site and the interface with the database
 - b. This item was tabled for the next meeting when these issues are hoped to be resolved

4. Planning for Spring ATC – Lead by Grant Akitt
 - a. A discussion of the various options for this event took place with the following results
 - i. Location: Two options under consideration; OPG Pickering or a facility in Hamilton at either Mohawk College or McMaster University
 1. Investigate the Mohawk College or McMaster University option and report back to the EC **[Action Item – Grant]**
 - ii. Time Frame: A target timeframe of early to mid May was established
 - iii. Potential Presentations: Two possible presentations were accepted as possible options
 1. Wireless Technology & Advanced Pattern Recognition – OPG, speaker tbd **[Action Item – Andrew S]**
 2. Motion Amplification Technology – RDI Technologies, speaker Janos Pattantus **[Action Item – Grant]**
 - iv. Additional Ideas:
 1. Stan made a case for revisiting the idea of a Workshop or machinery specific presentation with reference to the Fan Workshop put on by Flowcare Engineering (Vern Martin) a few years ago
 - v. Promotional Ideas: Sarnia Area Vibration Community
 1. Derek suggested that we try to engage the people involved in VMUG in the Sarnia area and that he could reach out to them **[Action Item – Derek]**
 2. Stan suggested that he may attend a VMUG event and/or contact Jay (JAtech Services) **[Action Item – Stan]**

5. Planning for National ATC 2020 – Ontario
 - a. A discussion regarding the planning for the National ATC 2020 which will be held in Ontario was held
 - b. Planning and preparation for this event must begin now with the following actions
 - i. Circulate an Organizing Committee List to the EC **[Action Item – Andrew S]**
 - ii. Create a Chapter Newsletter calling for volunteers to the Committee once the position list is available **[Action Item – Grant]**
 - iii. Potential for Keynote Speaker: Nelson Baxter, will be contacted to inquire if he is interested **[Action Item – Andrew S]**
 - iv. Potential Theme: “Moving Data, not People” or something similar to reflect the use of technology to transmit data to the Analyst or asset Owner instead of the people going to where the data is
 - v. Other Ideas Presented:
 1. Investigate if there may be some potential Speakers in the GE / Bently Nevada organization **[Action Item – Derek]**

2. An effort to do a better job engaging the Quebec chapter should be made for this conference

CMVA Ontario Chapter - 2018 Treasurer's Report				
Prepared by Andrew Sit, 22-Jan-2019				
RBC CAD Chequing Account				
Date	Description	Withdrawals	Deposits	Balance
2-Jan-2018	Monthly fee	\$3.75		\$7,655.77
1-Feb-2018	Monthly fee	\$3.75		\$7,652.02
1-Mar-2018	Monthly fee	\$3.75		\$7,648.27
2-Apr-2018	Monthly fee	\$3.75		\$7,644.52
1-May-2018	Monthly fee	\$3.75		\$7,640.77
1-Jun-2018	Monthly fee	\$3.75		\$7,637.02
18-Jun-2018	Cheque - 25	\$885.72		\$6,751.30
18-Jun-2018	Cheque - 48	\$188.62		\$6,562.68
21-Jun-2018	Cheque - 23	\$32.01		\$6,530.67
21-Jun-2018	Cheque - 22	\$75.00		\$6,455.67
3-Jul-2018	Monthly fee	\$3.75		\$6,451.92
1-Aug-2018	Monthly fee	\$3.75		\$6,448.17
4-Sep-2018	Monthly fee	\$3.75		\$6,444.42
1-Oct-2018	Monthly fee	\$3.75		\$6,440.67
2-Oct-2018	Fees/Dues CMVA		\$1,040.00	\$7,480.67
1-Nov-2018	Monthly fee	\$3.75		\$7,476.92
3-Dec-2018	Monthly fee	\$3.75		\$7,473.17
PayPal CAD Account				
	No transactions in 2018			\$6,530.85
Total Cash				
				\$14,004.02

Minutes completed on January 31, 2019 by Grant Akitt, Chapter President