

2020-06-17 AGM

Wednesday, June 17, 2020 12:00 PM



Attendees:

<input checked="" type="checkbox"/> Ryan Sonnenberg	President	<input type="checkbox"/> Steve Eriksen	Board Manager
<input checked="" type="checkbox"/> Chris Barr	Vice President	<input checked="" type="checkbox"/> Trina Larsen	Board Manager
<input checked="" type="checkbox"/> Brent McCabe	Past President	<input type="checkbox"/> Ian McGuinness	Board Manager
<input checked="" type="checkbox"/> Sunil Nakai	Secretary	<input type="checkbox"/> Randy Phung	Board Manager
<input checked="" type="checkbox"/> Katy Evans	Treasurer	<input type="checkbox"/> Darven Smetaniuk	Board Manager
<input checked="" type="checkbox"/> Ben Rajewski	Education	<input type="checkbox"/> Colin Wright	Board Manager
<input checked="" type="checkbox"/> Ryan Benvenuto	Education (Co-Chair)	<input checked="" type="checkbox"/> Josh Bornia	Board Manager
<input type="checkbox"/> Todd Shearer	Membership	<input type="checkbox"/> Lance Warner	Board Manager
<input type="checkbox"/> Megan Finlay	Program	<input checked="" type="checkbox"/> Adam Behiels	Guest
<input checked="" type="checkbox"/> Léna Stenhouse	Program (Co-Chair)	<input checked="" type="checkbox"/> Matt ?? (EPCOR)	Guest
<input type="checkbox"/> Derek Ginnell	Illumination Awards	<input checked="" type="checkbox"/> Tanya Steeves	Guest
<input type="checkbox"/> Colin Fair	Webmaster		

Opening:

These minutes reflect the Annual General Meeting (AGM) of the Illuminating Engineering Society of North America IES West District No.6 Edmonton Region. AGM was commenced/called to order at 12:05 pm 2020-06-17; meeting was held online via ZOOM. AGM was chaired by Ryan Sonnenberg (President); additional remarks also from Chris Barr (Vice President); and additional content from Josh Bornia.

Approval of Agenda

No Agenda was sent out ahead of time, however the 2018 AGM Minutes were distributed to form the 'AGM 2019 Information Package'. The Agenda that was presented at the beginning of the 2019 AGM has been attached to the end of these minutes.

Approval of Minutes

Acceptance of the meeting minutes from the 2018-05-23 AGM (motioned: Brent M.; seconded: Sunil N.; accepted: All).

Open Issues

Item	Discussion/Resolution	Action By
1.	Welcoming Remarks and Introductions	
2.	Review of Proposed Agenda	
	3.1 Revisions/Other None.	INFO
3.	Review of 5-year plan + 2018/2019 IES Events	
	3.1 "Pillars of the IES 2019" Communication Membership Education Financial Responsibility	INFO
	3.2 Agenda + Minutes Motion to Approve Agenda - Chris B. Seconded - 7806804268 Accepted: All. Motion to Approve Minutes from previous AGM - Brent M. Seconded - Ben R. Accepted: All.	INFO
	3.3 Thank you to Executive Thanking of the current Board of Directors for their efforts in making the above events successful.	INFO
	3.2 Year in Review WELL Bldg. Standards NECBC 2017 Update Other	INFO
		INFO

4. Financial Update

4.1 Introduction of the IES finances. Review of IES Financial 2019/2020 Report. Review of previous years' performance.	INFO
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	Key take-away: Sponsorship essentially replaced the FoL revenue that would normally be expected.	
	4.2 Accounts Balance as of 2020-06-15: \$12,549.86 Refer to (signed) Financial Report attached to these minutes.	INFO
	4.3 Questions/Other Motion to accept the Financial Report from the 2020-06-17 AGM - Chris B. Seconded - Josh B. Accepted: All.	INFO

5. IES Board (Election of 2019/2020 Officers)

	5.1 Section Officer Review of responsibilities/expectations. Review of benefits.	INFO																																						
	5.2 Nominations/Elections are as follows: <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Josh Borna</td><td>President (1st term)</td></tr> <tr><td>Megan Finlay</td><td>Vice President (1st term)</td></tr> <tr><td>Katy Evans</td><td>Treasurer (2nd term)</td></tr> <tr><td>Derek Ginnell</td><td>Awards Chair (3rd term)</td></tr> <tr><td>Colin Fair</td><td>Communications (5th term)</td></tr> <tr><td>Benjamin Rajewski</td><td>Communications Co-Chair (1st term)</td></tr> <tr><td>Ryan Benvenuto</td><td>Education Chair (2nd term)</td></tr> <tr><td>Todd Shearer</td><td>Membership / Nominating Chair (3rd term)</td></tr> <tr><td>Lena Steinhouse</td><td>Program Chair (2nd term)</td></tr> <tr><td>Sunil Nakai</td><td>Secretary (5th term)</td></tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Ryan Sonnengberg</td><td>Past-President (Officer)</td></tr> <tr><td>Brent McCabe</td><td>Previous President (Officer)</td></tr> <tr><td>Conrad Andreunas</td><td>Previous President (Officer)</td></tr> <tr><td>Trina Larsen</td><td>Previous President (Officer)</td></tr> <tr><td>Chris Barr</td><td>Previous VP (Officer)</td></tr> <tr><td>Colin Wright</td><td>Board Member/Director (Officer)</td></tr> <tr><td>Adam Behiels</td><td>Member-at-Large (Officer)</td></tr> </tbody> </table>	Name	Position	Josh Borna	President (1st term)	Megan Finlay	Vice President (1st term)	Katy Evans	Treasurer (2nd term)	Derek Ginnell	Awards Chair (3rd term)	Colin Fair	Communications (5th term)	Benjamin Rajewski	Communications Co-Chair (1st term)	Ryan Benvenuto	Education Chair (2nd term)	Todd Shearer	Membership / Nominating Chair (3rd term)	Lena Steinhouse	Program Chair (2nd term)	Sunil Nakai	Secretary (5th term)	Name	Position	Ryan Sonnengberg	Past-President (Officer)	Brent McCabe	Previous President (Officer)	Conrad Andreunas	Previous President (Officer)	Trina Larsen	Previous President (Officer)	Chris Barr	Previous VP (Officer)	Colin Wright	Board Member/Director (Officer)	Adam Behiels	Member-at-Large (Officer)	INFO
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6. Questions/Close-out

	6.1 Moving forward Virtual meetings? 5-year review over Summer Break? --> Josh to follow up on this.	JOSH B.
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7. President-Elect Comments

	7.1 General Comments Encouraging more participation! Looking forward to more events and working with the Team! Awards: Keeping submissions open for now; will likely have the vote/ceremony at next in-person event!	JOSH B.
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Closing:

Meeting adjourned at 12:33pm.

Refer to pages that follow for Agenda and Financial Report.



Master
2020-06-17 AGM-202...
_012818

IES SECTION FINANCIAL REPORT

Illuminating Engineering Society Edmonton Section #79
 SECTION NAME: WEST DISTRICT NUMBER: 6

Section Treasurer: Katy Evans
 Period July 1, 2019 - June 30, 2020

REVENUE

	<u>Column A</u>	<u>Column B</u>
1. Balance brought forward from previous report, July 1, 2019 (include all cash, investments, etc. at cost).		<u>\$ 11,322.13</u>
2. Revenue (if exceeds \$200, please indicate breakdown below, use reverse side if necessary)		
3. IES - Special Events	\$ 4,051.24	
4. Educational- IES Training Courses - Fundamentals of Lighting	\$ -	
5. Educational - Webinars	\$ -	
6. Other—	\$ 4,500.00	
7. Annual Membership Rebate IES	\$ 575.24	
REVENUE Subtotal —total all income, enter in columns A and B	<u>\$ 9,126.48</u>	<u>\$ 9,126.48</u>
8. TOTAL REVENUE —(Add items) enter in column B		<u>\$ 20,448.61</u>

EXPENSES

1. EXPENSES: Misc Expenses see list on page 2.	\$ -	
2. Business meetings	\$ (552.87)	
3. IES - Special Events - lunch and learns, tours, etc	\$ (6,622.79)	
4. Educational- IES Training Courses	\$ (36.15)	
5. Stationary, postage, literature	\$ -	
6. Fees	\$ (445.46)	
7. Advertising	\$ -	
8. IES Local Northern Light Awards	\$ (241.48)	
9. IES Event Sponsorship	\$ -	
EXPENSES Subtotal —(Add items) enter in columns A and B	<u>\$ (7,898.75)</u>	<u>\$ (7,898.75)</u>

Bank Balance as of June 15, 2020

\$ 12,549.86

BALANCE for year ending June 30, 2020

Subtract item 21 from 12, enter in column B.

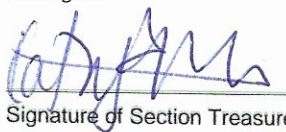
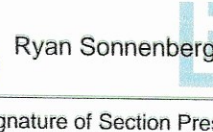
Note: Using reverse side—indicate a complete breakdown of line 1

Line 22 should reflect all cash, investments, etc., on hand, at cost as of date issued

\$ 12,549.86

Bank Balance

The preceding Financial Report has been reviewed and approved by the Section Board of Managers.

 Signature of Section Treasurer	June 17/20 Date	 Ryan Sonnenberg Signature of Section President	Date
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Digitally signed by Ryan Sonnenberg
 DN: c=CA,
 e=rsonnenberg@ieslighting.ca, OU="",
 O="", CN=Ryan Sonnenberg
 Date: 2020.06.17 12:45:08-06'00'

IESNA ANNUAL SECTION FINANCIAL REPORT - PAGE 2 of 2

REVENUE

Total \$ _____ -

EXPENSES

Fees

Total \$ _____ -

BREAKDOWN OF ITEM 22 Cash In Bank

Mutual Funds

N/A

Bonds

N/A

Other Assets

N/A



Illuminating

ENGINEERING SOCIETY

Edmonton Section

ANNUAL MEETING

June 17th 2020

Agenda

- Welcome & Agenda,
- Review Annual Goals & 5 Year Plan
- Annual General Meeting Presentation
Review and acceptance of 2019 AGM minutes
- A Year in Review 2019/2020
- Election of 2020/2021 Board of Directors and Officers
- Closing remarks from 2020/2021 IES Section 79 President
- Adjourned

Pillars of The IES 2020

The Edmonton 5 year plan



Edmonton and Area Edition



Illuminating

ENGINEERING SOCIETY

Edmonton Section

ANNUAL MEETING

June 17th 2020

AGM 2019/2020 Minutes

2019-05-15 AGM

Friday, May 14, 2019 8:08 AM



Attendees:

- | | | | |
|--|-----------------------------------|--|---------------|
| <input checked="" type="checkbox"/> Ryan Sonnenberg | President | <input type="checkbox"/> Megan Finley | Board Manager |
| <input checked="" type="checkbox"/> Chris Barr | Vice President | <input type="checkbox"/> Trina Larsen | Board Manager |
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| <input checked="" type="checkbox"/> Ben Rajewski | Education | <input checked="" type="checkbox"/> Colin Wright | Board Manager |
| <input checked="" type="checkbox"/> Todd Shearer | Membership | | |
| <input type="checkbox"/> Steve Erikson | Membership (Co-Chair) | | |
| <input type="checkbox"/> Raquel McAllister | Program | | |
| <input checked="" type="checkbox"/> Katy Evans | Program (Co-Chair) | | |
| <input checked="" type="checkbox"/> Derek Ginnell | Illumination Awards | | |
| <input checked="" type="checkbox"/> Colin Fair | Webmaster | | |
| <input checked="" type="checkbox"/> Lena Steinhilber | Emerging Professionals | | |
| <input type="checkbox"/> Alwey Kallin | Emerging Professionals (Co-Chair) | | |

Opening:

These minutes reflect the Annual General Meeting (AGM) of the Illuminating Engineering Society of North America IES West District No. 6 Edmonton Region. AGM was commenced/called to order at 11:48 pm 2019-05-15; meeting was held at Alberta Infrastructure (6950 - 113 Street NW). AGM was chaired by Ryan Sonnenberg (President); additional remarks also from Chris Barr (Vice President); and local recognition and awards by Derek Ginnell (Awards Chair) and Sunil Nakai (Secretary).

Approval of Agenda

No Agenda was sent out ahead of time, however the 2018 AGM Minutes were distributed to form the 'AGM 2019 Information Package'. The Agenda that was presented at the beginning of the 2019 AGM had been attached to the end of these minutes.

Approval of Minutes

Acceptance of the meeting minutes from the 2018-05-23 AGM (motioned: Brent M.; seconded: Sunil N.; accepted: All).

Open Issues

Item	Discussion/Resolution	Action By
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1. Welcoming Remarks and Introductions

2. Review of Proposed Agenda

3.1 Revisions/Other	None.	INFO
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3. Review of 5-year plan + 2018/2019 IES Events

3.1 "Pillars of the IES 2019"	Communication Membership Education Financial Responsibility	INFO
3.2 Year in Review	Fundamentals of Lighting course. Experience Lab WELL Standard Round Table + Presentation Lighting w/ Visualization and Lighting Design (BIM) IES Speaker Rhomney-Forbes Gray's presentation on Retail Lighting Lighting Up! (upcoming) Annual Pitch 'n Putt Golf Tournament (upcoming) Reminder about monthly IES "live webinar" series that is available. Review again about the Education-based events that occurred this past year... Thanking of the current Board of Directors for their efforts in making the above events successful.	INFO
3.3 Award Entries (preliminary review)	Bird has the Ways (exterior - Dylan Toymaker) Scotia Place (exterior - Stantec) UofA Botanical Garden (exterior - Dialog) Calder Branch Library (interior - Williams Engineering) Reminder about the importance of taking pictures and submitting entries to promote the lighting industry and local design. Reminder about the IES regional & national awards that recently occurred (results not yet finalized).	INFO

4. Financial Update

4.1 Introduction of the IES Finances.	Review of IES Financial 2018/2019 Report. Review of previous years' performance.	INFO
4.2 Accounts	Balance as of 2019-05-13: \$11,466.60 Refer to (signed) Financial Report attached to these minutes.	INFO
4.3 Questions/Other	Acceptance of the Financial Report from the 2019-05-15 AGM (motioned: Brent M.; seconded: Sunil N.; accepted: All).	INFO

5. IES Board (Election of 2019/2020 Officers)

5.1 Section Officer	Review of responsibilities/expectations. Review of benefits.	INFO																																																				
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6. Awards

6.1 Local Lighting Awards	WINNER EXTERIOR = Bird has the Ways (exterior - Dylan Toymaker) WINNER INTERIOR = Calder Branch Library (interior - Williams Engineering) Other entries: Scotia Place (exterior - Stantec) UofA Botanical Garden (exterior - Dialog) Certificates of recognition provided to both winners.	INFO
6.2 Other Awards	WINNER DOOR PRIZE = Lena Steinhilber (AES) - \$100 gift card WINNER SUBMISSION/AWARD PARTICIPANT = Ryan Bervenuto (Stantec) - Digital light meter given out as prize.	

7. Questions/Close-out

7.1 Review of upcoming local IES events...	Lighten Up! Annual Pitch 'n Putt Golf Tournament	INFO
7.2 5-YEAR PLAN UPDATES...	Board to meet over the Summer of 2019 to review and update	INFO



Thanks to Our 2019/2020 Board of Directors

Leadership

<u>President</u>	– Ryan Sonnenberg
<u>Vice President</u>	– Chris Barr
<u>Secretary</u>	– Sunil Nakai
<u>Treasurer</u>	– Katy Evans
<u>Past President</u>	– Brent McCabe



Thanks to Our 2019/2020 Board of Directors

Committee Chairs and Co-Chairs

Awards

- Derek Ginnell

Communications

- Colin Fair

Education

- Benjamin Rajewski

Emerging Professional

- Ryan Benvenuto

Nominating & Membership

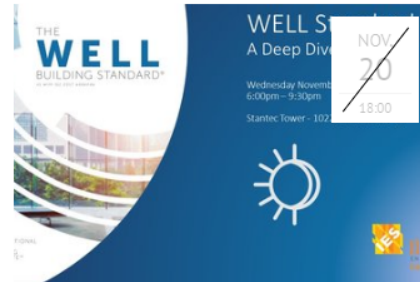
- Todd Shearer

Program/Events

- Megan Finlay / Léna Stenhouse



Year in Review



Education

The WELL Building Standard: A Deep Dive Into Light

Wednesday, November 20, 2019

18:00 – 21:30

Stantec Tower (map)

Google Calendar · ICS

This interactive session will review the Light Concept in detail, including background into the details and reasoning of each Feature, and provide an opportunity to collaboratively work through examples.



Education

NECB 2017 Update: Design Impacts and Lighting Requirements

Wednesday, January 22, 2020

18:00 – 21:30

Matrix Hotel (map)

Google Calendar · ICS

This presentation will summarise some of the most significant changes in the NECB 2017 edition and highlight potential impacts to new construction and addition projects.



Section 79

AGM 2019/2020 Financial Report

IESNA SECTION FINANCIAL REPORT

Illuminating Engineering Society Edmonton Section #79
SECTION NAME: WEST DISTRICT NUMBER: 6

Section Treasurer: Katy Evans
Period July 1, 2019 - June 30, 2020

REVENUE

1. Balance brought forward from previous report,
July 1,2019 (include all cash, investments, etc. at cost).

Column A

Column B

\$ 11,322.13

2. Revenue (if exceeds \$200, please indicate breakdown below, use reverse
side if necessary)

3. IES - Special Events

\$ 4,051.24

4. Educational- IES Training Courses - Fundamentals of Lighting

\$ -

5. Educational - Webinars

\$ -

6. Other—

\$ 4,500.00

7. Annual Membership Rebate IES

\$ 575.24

REVENUE Subtotal—total all income, enter in columns A and B

\$ 9,126.48

\$ 9,126.48

8. TOTAL REVENUE —(Add items) enter in column B

\$ 20,448.61

EXPENSES

1. EXPENSES: Misc Expenses see list on page 2.

\$ -

2. Business meetings

\$ (552.87)

3. IES - Special Events - lunch and learns, tours, etc

\$ (6,622.79)

4. Educational- IES Training Courses

\$ (36.15)

5. Stationary, postage, literature

\$ -

6. Fees

\$ (445.46)

7. Advertising

\$ -

8. IES Local Northern Light Awards

\$ (241.48)

9. IES Event Sponsorship

\$ -

EXPENSES Subtotal—(Add items) enter in columns A and B

\$ (7,898.75)

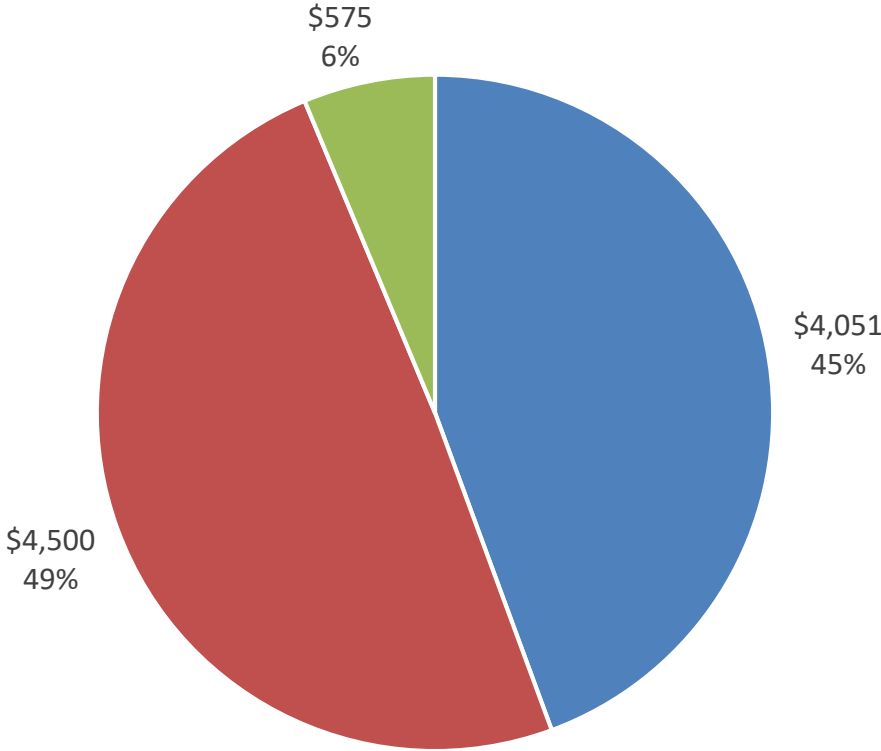
\$ (7,898.75)

Bank Balance as of June 15, 2020

\$ 12,549.86



Financials - Revenue



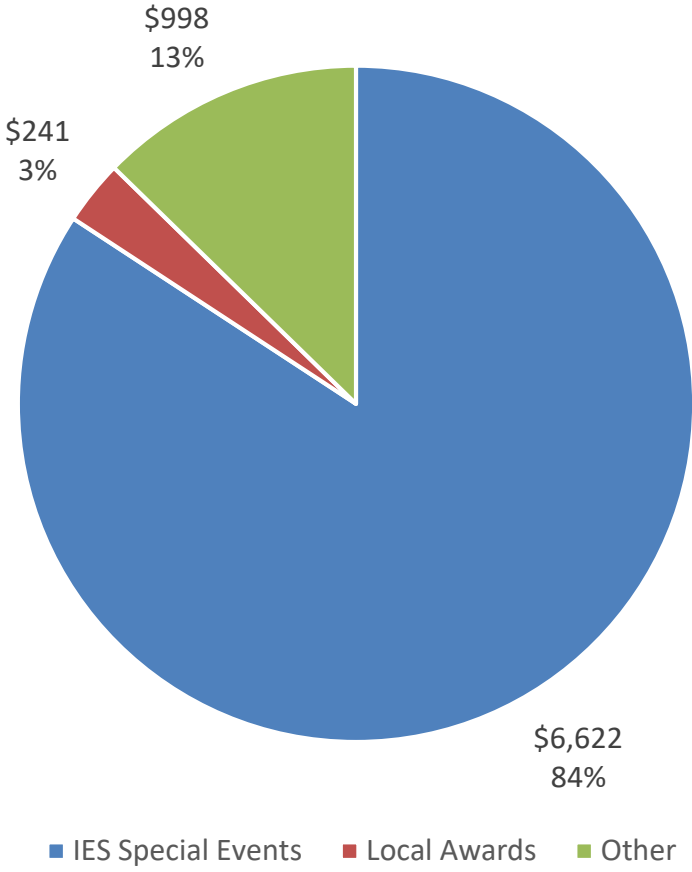
■ IES Special Events ■ Sponsor ■ Membership Rebate

Total Annual Revenue: \$9,126.48

- Unaudited -



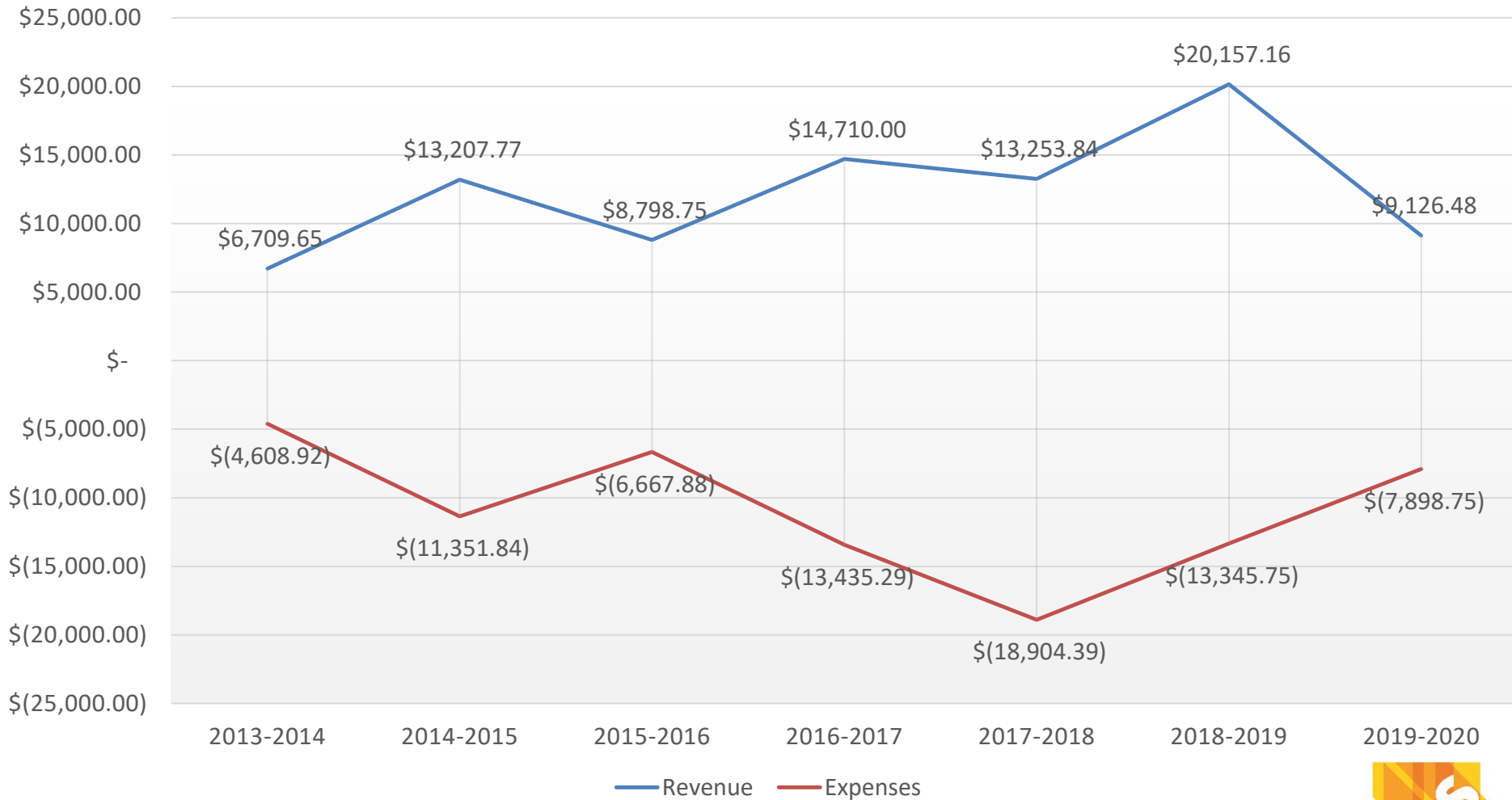
Financials - Expenses



Total Annual Expenses: \$7898.75

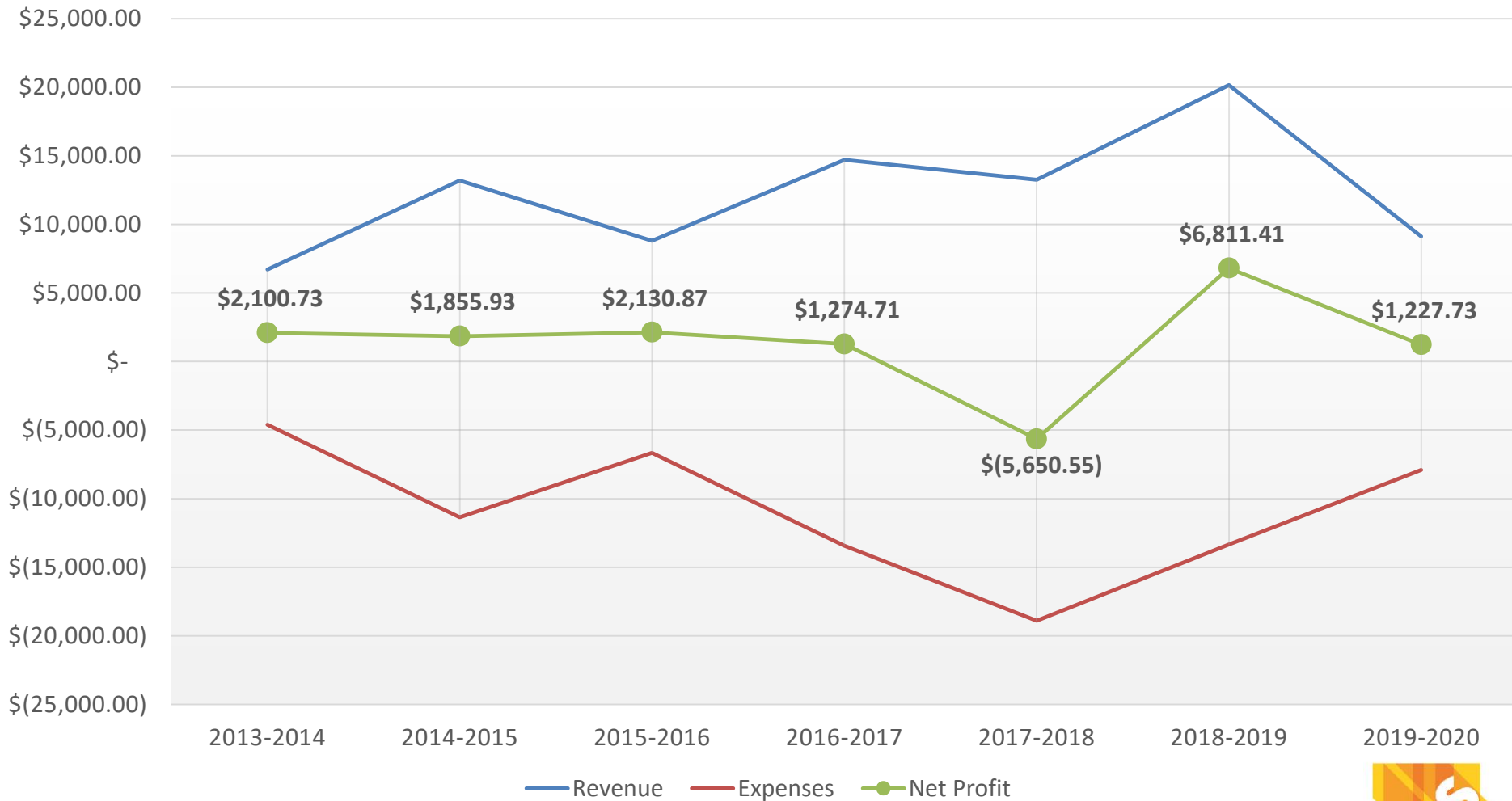
- Unaudited -

Financials – Yearly Analysis



- Unaudited -

Financials – Yearly Analysis



- Unaudited -



Section 79

Election of 2020/2021 Officers

President

Vice President

Secretary

Treasurer

Awards

Communications

Education

Membership and Nominating

Emerging Professionals

Program

Officers



Benefits of Becoming a Section Officer

Leadership Skills

- Build delegation and command presence abilities.
- Develop strategies to increase membership involvement.

Communication Abilities

- Increase your persuasion skills by learning to market your section programs to both existing members and potential members.
- Networking with fellow colleagues in the industry.
- Broaden your public speaking skills.

Project Management

- Design programs for your section that appeal to member interests.
- Enhance your research skills, find out what your membership's interests are
- Implement the development of compelling programs.
- Qualify program presenters that will engage your membership audience.

Financial Skills

- Create budgeting for programs and events.



President

Nominations:

Josh Bornia 1st term



Vice President

Nominations:

Megan Finlay 1st term



Secretary

Nominations:

Sunil Nakai 5th term



Treasurer

Nominations:

Katy Evans 2nd term



Awards

Nominations:

Derek Ginnell 3rd Term



Communications

Nominations:

Colin Fair 5th Term

Ben Rajewski – Co Chair



Education

Nominations:

Ryan Benvenuto 2nd term



Membership and Nominating

Nominations:

Todd Shearer 3rd Term



Program

Nominations:

Lena Stenhouse 2nd term



Officers

Nominations:

Trina Larsen

Adam Behiels

Brent McCabe

Conrad Andrelunas

Colin Wright

Ryan Sonnenberg



Closing Remarks

Questions?

