



# illuminating

ENGINEERING SOCIETY

Illuminating Engineering Society  
of North America  
IESNA West District No. 6  
Edmonton Region

## Annual General Meeting Minutes

Date:	September 14, 2016
Place/Time:	Highlands Golf Club - Blue Room - 6603 Ada Blvd NW Thursday June 09, 2016 @ 11:30-13:30
Distribution:	Membership

### 1.0 WELCOMING REMARKS AND YEAR OVERVIEW

- .1 Opening remarks provided by Conrad Andrelunas.
- .2 Thanks provided to all of the Board of Managers for their assistance over the last year.
- .3 Acceptance of the meeting minutes from the May 27, 2015 AGM meeting provided.
  - .1 Motioned by Ryan S., seconded by Katy E.
  - .2 All in favor and minutes are passed
- .4 A review of the year 2 results as part of the present 5 year IES planning session was provided. Updates include:
  - .1 Increased society involvement (increased enrolment, board members, and emerging professionals)
  - .2 Develop communication strategy (website migration, mail manager, mailing list / newsletter, social media growth)
  - .3 Continued program & education (lunch and learns and advanced seminar)
  - .4 Grow exposure for local projects (northern lights awards)
- .5 A brief review of some of the past years events and updates include:
  - .1 June 25<sup>th</sup> – Picnic at Emily Murphy Park
  - .2 July 15<sup>th</sup> – Year-2 Planning Session
  - .3 September 19<sup>th</sup> – Advanced Lighting Control Seminar (Trina Larsen, Dave Hiemstra & Steve Erickson)
  - .4 September 30<sup>th</sup> – Emergency Lighting Lunch Seminar (Ian McGuinness)
  - .5 December 3<sup>rd</sup> – Leduc Library Tour (Bruce Knisley & Linus Murphy)
  - .6 January 27<sup>th</sup> – BIM and Lighting Design Lunch Seminar (Joshua Bornia & Sergio Martinez)
  - .7 March 5<sup>th</sup> – Advanced Lighting Design Process Seminar (Trina Larsen & Dan Hadash)
  - .8 March 17<sup>th</sup> – Lighting and Health Lunch Seminar (Robert Dupuy)
  - .9 May 4<sup>th</sup> – Power Over Ethernet Lunch Seminar (Trevor Peyton)

### 2.0 FINANCIAL UPDATE

- .1 Overview of financial account balance provided for year (excluding current AGM).
- .2 Current balance of account is \$8,798.75 as of June 01, 2015. Refer to attached information.
- .3 Aiming for balance with reserve fund to sustain one year without income.
- .4 Acceptance of the financial report provided. All in favour, report is passed.

### 3.0 BOARD OF GOVERNORS POSITION ELECTIONS

- .1 Elections to the various Board of Governors positions were provided by the attending AMG membership.



.2 Elections of positions provided as follows:

Name	Position
Brent McCabe	President
Ryan Sonnenberg	Vice President
Conrad Andrelunas	Past President
Benjamin Rajewski	Education Chair
Trina Larsen	Education co-Chair
John Kirstein	Emerging Professional Chair
Meghan Barkley	Emerging Professional co-Chair
Ian McGuinness	Membership / Nominating Chair
Bridget Fox-Luzny	Program Chair
Conrad Andrelunas	Program co-Chair
Randy Phung	Awards Chair
Derek Ginnell	Awards co-Chair
Sergio Martinez	Treasurer Chair
Joshua Bornia	Treasurer co-Chair
Colin Fair	Communications
<i>Vacant</i>	Social Media
Katy Evans	Secretary

Name	Position
Chris Barr	Board of Manager
Ken Glowinski	Board of Manager
Sunil Nakai	Board of Manager
Glenn Stowkowy	Board of Manager
Daryle Tilroe	Board of Manager
Colin Wright	Board of Manager

#### 4.0 PRESENTATIONS

- .1 Benjamin Rajewski and Bridget Fox-Luzny provided a presentation to the attending members for the local IES “Northern Lights” Awards.
- .2 Submissions were provided by members to be voted upon by the AGM attendees.
  - .1 Submissions for the Exterior were:
    - .1 MacEwan LRT Station
    - .2 Rosenthal Pond
    - .3 Valley Zoo Entrance – (Winner)
    - .4 John Fry Sports Park Pavilion
  - .2 Submissions for the Interior were:
    - .1 Strathcona Dental Office
    - .2 Primary Care Network
    - .3 EPCOR North Service Centre
    - .4 City of Edmonton Engineering Services
    - .5 Meadows Rec Centre and Library – (Winner)
- .3 Trina Larsen presented the local IES “Award of Recognition” to Tammy Brady for her ongoing work with the IES and assistance to many of the chapters of the west region.

#### 5.0 ADJOURNMENT

- .1 Conrad Andrelunas provided closing remarks and adjourned the meeting.

# IESNA SECTION FINANCIAL REPORT

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

Section Treasurer: Trina Larsen  
Period June 1, 2015 - May 31, 2016

## REVENUE

1. Balance brought forward from previous report,  
Sept 1,2015 ( include all cash, investments, etc. at cost).

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

3. IES - Special Events - lunch and learns, building tour

4. Educational- IES Training Courses - 2 advanced sessions

5. Educational - Webinars

6. Other—

7. Annual Membership Rebate IES

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

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

## EXPENSES

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

2. Business meetings

3. IES - Special Events - lunch and learns, building tour

4. Educational- IES Training Courses

5. Stationary, postage, literature

6. Fees

7. Advertising

8. IES Northern Lighting Awards

9. IES Bi-Annual District #6 Activity Fund

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

**Bank Balance as of May 15 2015**

**BALANCE for year ending May 31, 2016**

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

**Column A**

**Column B**

**\$6,900.16**

	\$4,856.79
	\$3,445.88
	\$0.00
	\$0.00
	\$496.08
	<b><u>\$8,798.75</u></b>

**\$8,798.75**

**\$15,698.91**

\$	(247.00)
\$	(550.03)
\$	(2,900.47)
\$	(1,443.99)
\$	-
\$	(22.46)
\$	(561.75)
\$	(942.18)
\$	-
<b><u>\$</u></b>	<b><u>(6,667.88)</u></b>

**\$ (6,667.88)**

**\$9,031.03**

Bank Balance

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

\_\_\_\_\_  
Signature of Section Treasurer      Date      Signature of Section President      Date

## IESNA ANNUAL SECTION FINANCIAL REPORT - PAGE 2 of 2

### REVENUE

Training - Seminar Fees for IES SEM-4-IM-14		\$0.00
Events - Fees for Exit Lighting Lunch and Learn		\$0.00
	Total	<u>\$0.00</u>

### EXPENSES

Training - Catering		\$100.00
Training - Rebate of fee for student unable to attend due to illness		\$0.00
	Total	<u>\$100.00</u>

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### BREAKDOWN OF ITEM 22 Cash In Bank

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Mutual Funds	N/A
Bonds	N/A
Other Assets	N/A

### Bank Statement Balance

June 1, 2015 - May 31, 2016

Chq	Date	Particulars	Account	Payment	Deposit	Balance Forward
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**\$ 6,678.64**

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