2020-06-17 AGM

Wednesday, June 17, 2020 12:00 PM



Attendees:

🗸 Ryan Sonnenberg	President	Steve Eriksen	Board Manager
🗸 Chris Barr	Vice President	🗸 Trina Larsen	Board Manager
🗸 Brent McCabe	Past President	lan McGuinness	Board Manager
🗸 Sunil Nakai	Secretary	Randy Phung	Board Manager
🗸 Katy Evans	Treasurer	Darven Smetaniuk	Board Manager
V Ben Rajewsk i	Education	Colin Wright	Board Manager
V Ryan Benvenuto	Education (Co-Chair)	🗸 Josh Bornia	Board Manager
Todd Shearer	Membership	Lance Warner	Board Manager
Megan Finlay	Program	🗸 Adam Behiels	Guest
V Léna Stenhouse	Program (Co-Chair)	🗸 Matt ?? (EPCOR)	Guest
Derek Ginnell	Illumination Awards	🗸 Tanya Steeves	Guest
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	INFO
None.	

3. Review of 5-year plan + 2018/2019 IES Events

3.1 "Pillars of the IES 2019"	INF
Communication	
Membership	
Education	
Financial Responsibility	
3.2 Agenda + Minutes	INF
Motion to Approve Agenda - Chris B.	
Seconded - 7806804268	
Accepted: All.	
Motion to Approve Minutes from previous AGM - Brent M.	
Seconded - Ben R.	
Accepted: All.	
3.3 Thank you to Executive	INF
Thanking of the current Board of Directors for their efforts in making the above events successful.	
3.2 Year in Review	INF
WELL Bldg. Standards	
NECBC 2017 Update	
Other	
	INF

4. Financial Update

4.1 Introduction of the IES finances.	
Review of IES Financial 2019/2020 Report.	INFO
Review of previous years' performance.	_

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

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

Review of responsibilities/expectations. Review of benefits.		
	ections are as follows:	
Name	Position	
Josh Bornia	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)	
Fodd Shearer	Membership / Nominating Chair (3rd	term)
ena Steinhouse	Program Chair (2nd term)	
Sunil Nakai	Secretary (5th term)	
Name	Position	
Ryan Sonnengberg	Past-President (Officer)	
Brent McCabe	Previous President (Officer)	
Conrad Andrelunas	Previous President (Officer)	
Frina Larsen	Previous President (Officer)	
Chris Barr	Previous VP (Officer)	
Colin Wright	Board Member/Director (Officer)	
Adam Behiels	Member-at-Large (Officer)	

6. Questions/Close-out

6.1 Moving forward	
Virtual meetings?	JOSH B.
5-year review over Summer Break? > Josh to follow up on this.	JO311 D.

7. President-Elect Comments

7.1 General Comments	
Encouraging more participation!	JOSH B.
Looking forward to more events and working with the Team!	JO311 D.
Awards: Keeping submissions open for now; will likely have the vote/ceremony at next in-person event!	

Closing:

Meeting adjourned at 12:33pm.

Refer to pages that follow for Agenda and Financial Report.



IES SECTION FINANCIAL REPORT

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

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

REVENUE

REVENUE	(Column A		Column B
 Balance brought forward from previous report, 	30 <u>-</u>		-	<u>Johanni D</u>
July 1,2019 (include all cash, investments, etc. at cost).			\$	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	<u>\$</u>	9,126.48	\$	9,126.48
8. TOTAL REVENUE(Add items) enter in column B			<u>\$</u>	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	\$	(00.10)		
6. Fees	\$	(445.46)		
7. Advertising	\$	(110.40)		
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)
			and to London and a	
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 line1				
Line 22 should reflect all cash investments atc. on hand at cost as of data issued				

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

12,549.86 \$ Bank Balance

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

Managers. Digitally sig DN: C=CA ed by Ryan Sonnenberg Ryan Sonnenberg berg@lswlighting.ca, OU="", E=rsonnenbergvarewignerg.ua, U O=", CN=Ryan Sonnenberg Date: 2020.06.17 12:45.08-06'00'

Date

Signature of Section Treasurer

Signature of Section President Date

IESNA ANNUAL SECTION FINANCIAL REPORT - PAGE 2 of 2

REVENUE

Total	\$	
iotai	D .	-

EXPENSES

Fees

\$ -
Total <u>\$</u>
N/A
N/A
N/A



Illuminating ENGINEERING SOCIETY Edmonton Section

ANNUAL MEETING June 17th 2020

Agenda

- U 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







Edmonton and Area Edition



Illuminating ENGINEERING SOCIETY Edmonton Section

ANNUAL MEETING June 17th 2020

AGM 2019/2020 Minutes

2019-05-15 AGM

Friday, May 24, 2019 8:08 AM

		Atter	ndees:					Review of pre-	vious years' performance.	
×.	ENGINEERING SOCIETY Iluminating Engineering Society	✓ Chris ✓ Bres ✓ Suni	an Sonnenberg ris Barr ent McCabe nil Nakai h Bornia n Rajewski	President Vice President Past President Secretary Treasurer Education	Megan Finlay Trina Larsen I an McGuinness Randy Phung Darven Smetaniu Colin Wright	Board Manager Board Manager Board Manager Board Manager k Board Manager Board Manager		Refer to (signe 4.3 Questions/Othe		
	of North America IESNA West District No. 6 Edmonton Region	Tod Stev Raq	dd Shearer we Eriksen quel McAllister	Membership Membership (Co-Chair) Program			5.		the Financial Report from the	
		🗹 Den	ty Evans rek Ginnell	Program (Co-Chair) Illumination Awards Webmaster			_	it's board (treet	1011 01 2013/2020 0111C	
			na Steinhouse	Webmaster Emerging Professionals Emerging Professionals (Co-Chair	1			5.1 Section Officer Review of resp Review of ben	oonsibilities/expectations. efits.	
									ections are as follows:	
								Name	Position	
Opening								Chris Barr	President (2nd term) Vice President (2nd term)	
	minutes reflect the Annual General Meeting (AGM) of the	Buniestian Englanging Englate of North America (Ef Mont Distric	t No 6 Edmonton Danion				Katy Evans	Treasurer (1st term)	
AGM	was commenced/called to order at 11:48 pm 2019-05-15; r	meeting was held at Alberta Infrastructure (6950 - 1	113 Street NW)	te No.6 comonton Negron.				Derek Ginnell	Awards Chair (2nd term)	
AGM	was chaired by Ryan Sonnenberg (President); additional ren	marks also from Chris Barr (Vice President); and loca	al recognition a	and awards by Derek Ginnell (Awar	rds Chair) and Sunil Na	kai (Secretary).		Colin Fair	Communications (4th term)	
									Education Co-Chair (2nd ten	
Approva	l of Agenda								Education Co-Chair (1st term	
No Ap	enda was sent out ahead of time, however the 2018 AGM	Minutes were distributed to form the 'AGM 2019 In'	nformation Pac	kage'.				Todd Shearer Megan Finley	Membership / Nominating Ch Program Co-Chair (1st term)	
The A	genda that was presented at the beginning of the 2019 AGI	M has been attached to the end of these minutes.						Lena Steinhouse	Program Co-Chair (1st term) Program Co-Chair (1st term)	
	l of Minutes							Sunii Nakai	Secretary	
								n	Membership / Nominating co	Chair
Accep	tance of the meeting minutes from the 2018-05-23 AGM (r	notioned: Brent M.; seconded: Sunil N.; accepted: A	AII).							
Open Is:								Name	Position	
<u> </u>	Discussion/Resolution								Board Member/Director	
ltem	Discussion/Resolution			Action By	_			Trina Larsen Steve Eriksen	Board Member/Director Board Member/Director	
1.	Welcoming Remarks and Introductions							Ian McGuinness	Board Member/Director Board Member/Director	
	Welcoming Remarks and Introductions							Ian McGuinness Randy Phung	Board Member/Director	
1. 2.	Welcoming Remarks and Introductions Review of Proposed Agenda							Ian McGuinness Randy Phung	Board Member/Director Board Member/Director	
								Ian McGuinness Randy Phung Darven Smetanluk Colin Wright Krista Wright	Board Member/Director Board Member/Director Board Member/Director Board Member/Director Board Member/Director	
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	Review of Proposed Agenda					INFO		lan McGuinness Randy Phung Darven Smetanluk Colin Wright Krista Wright Josh Bornia	Board Member/Director Board Member/Director Board Member/Director Board Member/Director Board Member/Director Board Member/Director	
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Section Officer			
Review of resp		expectations.	
Review of bene			
.2 Nominations/Elections are as follows:			
Name	Position		
Ryan Sonnenberg			
Chris Barr	Vice Presi	dent (2nd term)	
Katy Evans	Treasurer	(1st term)	
Derek Ginnell	Awards Ci	hair (2nd term)	
Colin Fair	Communic	cations (4th term)	
Benjamin Rajewski	Education	Co-Chair (2nd term)	
Ryan Benvenuto	Education	Co-Chair (1st term)	
Todd Shearer	Membersh	ip / Nominating Chair (2nd t	
Megan Finley	Program C	lo-Chair (1st term)	
Lena Steinhouse	Program C	co-Chair (1st term)	
Sunii Nakai	Secretary		
n	Membersh	ip / Nominating co-Chair	
Name	Position		
Brent McCabe	Board Men	iber/Director	
Trina Larsen	Board Men	iber/Director	
Steve Eriksen	Board Men	iber/Director	
Ian McGuinness	Board Men	iber/Director	
Randy Phung	Board Men	iber/Director	
Darven Smetanluk	Board Men	iber/Director	
Colin Wright	Board Men	ther/Director	
Krista Wright	Board Men	iber/Director	
Josh Bomla	Board Men	iber/Director	
Members and Publ	io at large	(unelected/unofficial)	
Ken Glowinski		Dylan Toymaker	
Glenn Stowkowy		Lance Warner	

6.1 Local Ughting Awards WINNER EXTERIOR = Bird has the Ways (exterior - Dylan Toymaker) WINNER INTERIOR = Calder Branch Library (interior - Williams Engineering)	INFO
Other entries: Scala Place (oncerior - Stantec) UNA Intrastical Garden (enterlor - Dialog) Centificates of recognition provided to both winners.	
COther Awards WINNER SUBMASSION/AWARD PARTICIPANT = Bryan Bennemoto (Skantec) - Digital light meter given out as prise. WINNER SUBMASSION/AWARD PARTICIPANT = Bryan Bennemoto (Skantec) - Digital light meter given out as prise.	

7.1 Review of upcoming local IES events Lighten Upi Annual Rtch '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>

Vice President

– Chris Barr

– Ryan Sonnenberg

Secretary

<u>Treasurer</u>

Past President

– Sunil Nakai

– Katy Evans

- Brent McCabe



Thanks to Our 2019/2020 Board of Directors

Committee Chairs and Co-Chairs

<u>Awards</u>

- Derek Ginnell

Communications

- Colin Fair

Education - Benjamin Rajewski

Emerging Professional - Ryan Benvenuto

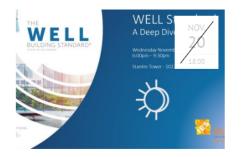
Nominating & Membership - Todd Shearer

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.



AGM 2019/2020 Financial Report

IESNA SECTION FINANCIAL REPORT

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

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

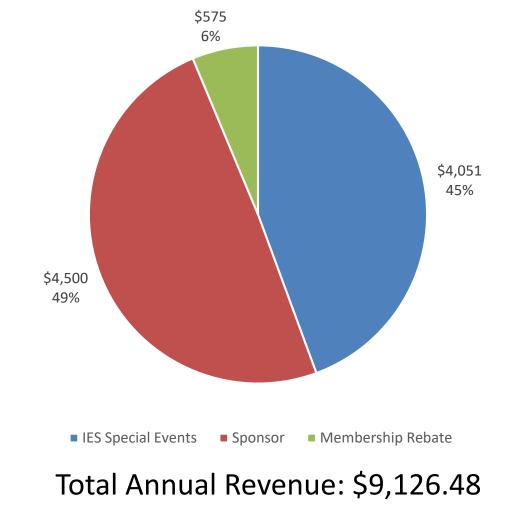
REVENUE	Column A	Column B
1. Balance brought forward from previous report,		
July 1,2019 (include all cash, investments, etc. at cost).		<u>\$ 11,322.13</u>
2. Revenue (if exceeds \$200, please indicate breakdown below, use reverse		
side if necessary)		
3. IES - Special Events	\$ 4,051.24	
4. Educational- 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	\$ 9,126.48	<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.	s -	
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	s -	
6. Fees	\$ (445.46)	
7. Advertising	\$ -	
8. IES Local Northern Light Awards	\$ (241.48)	
9.IES Event Sponsorship	s -	
EXPENSES Subtotal—(Add items) enter in columns A and B	\$ (7,898.75)	\$ (7,898.75)



Bank Balance as of June 15, 2020

<u>\$ 12,549.86</u>

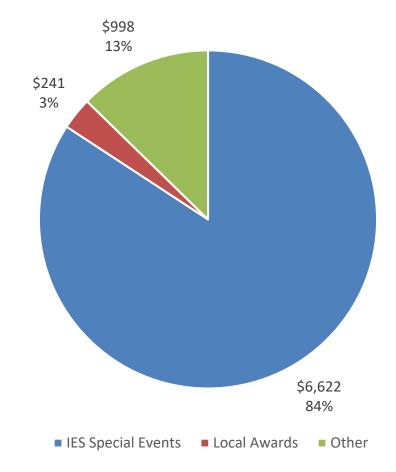
Financials - Revenue





- Unaudited -

Financials - Expenses

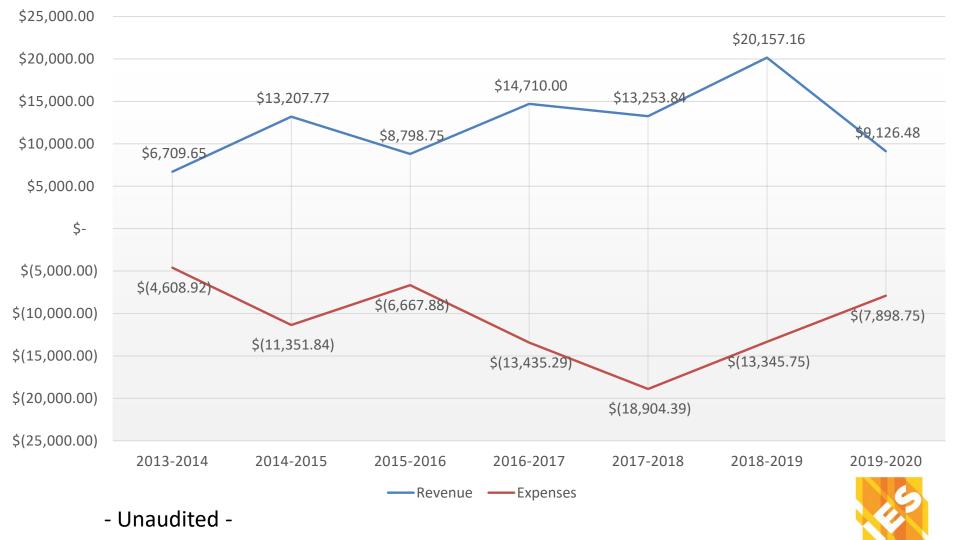


Total Annual Expenses: \$7898.75



- Unaudited -

Financials – Yearly Analysis



Section 79

Financials – Yearly Analysis



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.





Josh Bornia 1st term



Vice President

Nominations:

Megan Finlay 1st term





Sunil Nakai 5th term





Katy Evans 2nd term





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





Lena Stenhouse 2nd term





Trina Larsen

Adam Behiels

Brent McCabe

Conrad Andrelunas

Colin Wright

Ryan Sonnenberg



Closing Remarks

Questions?

