

IEEE New Zealand Central Section Committee Meeting

9th July 2024, 4:10pm – 4:56pm

The meeting was held via zoom.

ATTENDEES Yi Mei
Duncan Hall
Murray Milner
Fangfang Zhang
Alexander Doronin
Daniel Burmester
Bach Nguyen
Andrew Lensen (joined at 4:37pm)
Fanglue Zhang
Kun Huang
Yuye Zhang
Yuan Tian

APOLOGIES Nurul Sarkar, Mengjie Zhang, Yusuke Hioka (on leave), Jos Kunnen

AGENDA

1. Welcome / Apologies
2. Minutes of the last meeting
3. Matters arising
4. Chairs report
5. Finance report
6. Industry Coordination report
7. Membership report
8. Webmaster report
9. Affiliate group reports (YP, WIE, LM)
10. Student Branch reports
11. Chapter reports
12. Other business
13. Next meeting

Next meeting: 1st August 2024.

	DISCUSSION	ACTION
1	<p>Welcome/Apologies</p> <p>The Chair welcomed members to the June(postponed to 9th July) committee meeting for 2024.</p> <p>Apologies were accepted as listed.</p>	
2	<p>Minutes of the last committee meeting</p> <ul style="list-style-type: none"> • Taken as read. 	<i>Duncan moved as accepted (Bach seconder)</i>
3	<p>Matters arising</p>	
4	<p>Chair's Report</p> <ul style="list-style-type: none"> • Bach will engage with other sections for collaborations. • For IEEE student symposium 2024, we have changed to 26th August 2024. 	
5	<p>Finance Report</p>	<i>Duncan will action reimbursements and the invoice within the next week.</i>
6	<p>Industry Coordination Report</p> <ul style="list-style-type: none"> • Plan to organise some events 	
7	<p>Membership Report</p> <p>N/A</p>	
8	<p>Webmaster Report</p> <ul style="list-style-type: none"> • Yuan has updated the order of our website • Continue to maintain our website 	
9	<p>Affinity Group Reports</p> <p>YP</p> <ul style="list-style-type: none"> • Will think about potential events, probably talk to Bach. <p>WIE</p> <ul style="list-style-type: none"> • N/A <p>LM</p> <ul style="list-style-type: none"> • Will have a meeting on 15 July, and will make a plan for using expense of USD 500. 	
10	<p>Student Branch Reports</p> <p>Kun:</p> <ul style="list-style-type: none"> • Have asked catering, and will send more information late. • Has confirmed three session chairs for symposium: Junhong, Junhao and Zhixing. 	

	<ul style="list-style-type: none"> Has confirmed judges: Murray, Fangfang; Kun will send email to Gupta from Massey University ask whether he will be able to attend and accept judge role. 	
11	<p>Chapter Reports</p> <p>IEEE PES chairs report: Involved some events, but may have more details in next meeting.</p>	
12	<p>Other Business</p>	
13	<p>Next Meeting</p> <p>Committee meetings will be held regularly on the first Thursday of each calendar month commencing at 4:10pm (to accommodate some lecturing commitments) and held using Zoom unless otherwise communicated.</p> <p>The next committee meeting will be held on 1st August 2024 commencing at 4:10pm, via Zoom at https://vuw.zoom.us/j/95114487623</p>	