



# Illuminating

ENGINEERING SOCIETY

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

## Annual General Meeting Minutes

Date:	May 23, 2018	
Place/Time:	Alberta Infrastructure – 6950 – 113 Street NW Training Room 1D Wednesday May 23, 2018 @ 11:30-13:30	
Distribution:	Membership	Recorded by: S. Nakai

### 1.0 WELCOMING REMARKS AND YEAR OVERVIEW

- .1 Opening remarks provided by Brent McCabe (President).
- .2 Thanks provided to all of the Board of Managers Leadership, Committee Chairs, and Co-Chairs, and members at large, for their assistance over the last year.
- .3 Acceptance of the meeting minutes from the May 24, 2017 AGM meeting (motioned & accepted).
- .4 Year in review synopsis provided. Updates include:
  - .1 Increased chapter/society involvement.
  - .2 Refinement of communication strategy.
  - .3 Continued program and education events; summary of events discussed.
  - .4 Continued social media presence.
  - .5 Grow exposure for local and national projects
- .5 A brief review of some of the 2017-2018 events and updates include:
  - .1 June 21 – Spectroscopy of Light – tesla Coils, Filters, Fireworks and more
  - .2 July 19 – Year 4 of 5 year IES Planning Session
  - .3 Sept. 13 – The Lighting Experience Lab
  - .4 Oct. 18 – Human Centric Lighting Update
  - .5 Nov. 29 – Outdoor Lighting Tour
  - .6 Jan. 17 – Wireless Lighting Control
  - .7 Feb. 3 – Advanced Ltg. Education – Commissioning Ltg. & Control Systems
  - .8 Feb. 7 – Jubilee Auditorium Lighting Tour
  - .9 April 19 – Listen to the Architecture
  - .10 May 23 – IES AGM (Edmonton Chapter)
- .6 An update for upcoming events include:
  - .1 June 15 – IES Edmonton Pitch & Putt Tournament
  - .2 July 18 - Year 5 of 5 year IES Planning Session
  - .3 Sept/Oct – Lunch and Learn Educational Session
  - .4 Fall – Fundamentals of Lighting Educational Sessions

Refer to <https://iesedmonton.org/news/>, as well as social media pages for more information.



<b>2.0 FINANCIAL UPDATE</b>																															
.1	Overview of financial account balance provided for the year (up to but excluding current AGM). .1 Balance is \$4,655.19 as of May 16, 2018. Refer to attached information.																														
.2	Account explanation in more detail: Compared to previous year when Fundamentals course was run.																														
.3	Acceptance of the financial report as provided (all in favour; financial report passed).																														
<b>3.0 BOARD OF GOVERNORS POSITION ELECTIONS</b>																															
.1	Elections to the various Board of Governors positions were provided by the attending AMG membership.																														
.2	Elections of positions provided with general consent as follows:																														
	<table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Ryan Sonnenberg</td><td>President</td></tr> <tr><td>Chris Barr</td><td>Vice President</td></tr> <tr><td>Brent McCabe</td><td>Past President</td></tr> <tr><td>Sunil Nakai</td><td>Secretary</td></tr> <tr><td>Joshua Bornia</td><td>Treasurer</td></tr> <tr><td>Derek Ginnell</td><td>Awards Chair</td></tr> <tr><td>Colin Fair</td><td>Communications Chair (Webmaster)</td></tr> <tr><td>Benjamin Rajewski</td><td>Education Chair</td></tr> <tr><td>Lena Montpetit</td><td>Emerging Professionals Chair</td></tr> <tr><td>Alexey Kalnin</td><td>Emerging Professionals co-Chair</td></tr> <tr><td>Todd Shearer</td><td>Membership / Nominating Chair</td></tr> <tr><td>Steve Eriksen</td><td>Membership / Nominating co-Chair</td></tr> <tr><td>Raquel McAllister</td><td>Program Chair</td></tr> <tr><td>Katy Evans</td><td>Program co-Chair</td></tr> </tbody> </table>	Name	Position	Ryan Sonnenberg	President	Chris Barr	Vice President	Brent McCabe	Past President	Sunil Nakai	Secretary	Joshua Bornia	Treasurer	Derek Ginnell	Awards Chair	Colin Fair	Communications Chair (Webmaster)	Benjamin Rajewski	Education Chair	Lena Montpetit	Emerging Professionals Chair	Alexey Kalnin	Emerging Professionals co-Chair	Todd Shearer	Membership / Nominating Chair	Steve Eriksen	Membership / Nominating co-Chair	Raquel McAllister	Program Chair	Katy Evans	Program co-Chair
Name	Position																														
Ryan Sonnenberg	President																														
Chris Barr	Vice President																														
Brent McCabe	Past President																														
Sunil Nakai	Secretary																														
Joshua Bornia	Treasurer																														
Derek Ginnell	Awards Chair																														
Colin Fair	Communications Chair (Webmaster)																														
Benjamin Rajewski	Education Chair																														
Lena Montpetit	Emerging Professionals Chair																														
Alexey Kalnin	Emerging Professionals co-Chair																														
Todd Shearer	Membership / Nominating Chair																														
Steve Eriksen	Membership / Nominating co-Chair																														
Raquel McAllister	Program Chair																														
Katy Evans	Program co-Chair																														
	<table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Megan Finley</td><td>Board of Manager</td></tr> <tr><td>Trina Larsen</td><td>Board of Manager</td></tr> <tr><td>Ian McGuinness</td><td>Board of Manager</td></tr> <tr><td>Randy Phung</td><td>Board of Manager</td></tr> <tr><td>Darven Smetaniuk</td><td>Board of Manager</td></tr> <tr><td>Colin Wright</td><td>Board of Manager</td></tr> <tr><td>Krista Wright</td><td>Board of Manager</td></tr> </tbody> </table>	Name	Position	Megan Finley	Board of Manager	Trina Larsen	Board of Manager	Ian McGuinness	Board of Manager	Randy Phung	Board of Manager	Darven Smetaniuk	Board of Manager	Colin Wright	Board of Manager	Krista Wright	Board of Manager														
Name	Position																														
Megan Finley	Board of Manager																														
Trina Larsen	Board of Manager																														
Ian McGuinness	Board of Manager																														
Randy Phung	Board of Manager																														
Darven Smetaniuk	Board of Manager																														
Colin Wright	Board of Manager																														
Krista Wright	Board of Manager																														
	<table border="1"> <thead> <tr> <th colspan="2">Members and Public at large</th> </tr> </thead> <tbody> <tr><td>Ken Glowinski</td><td>Dylan Toymaker</td></tr> <tr><td>Glenn Stowkowy</td><td>Lance Warner</td></tr> </tbody> </table>	Members and Public at large		Ken Glowinski	Dylan Toymaker	Glenn Stowkowy	Lance Warner																								
Members and Public at large																															
Ken Glowinski	Dylan Toymaker																														
Glenn Stowkowy	Lance Warner																														



#### **4.0 PRESENTATIONS**

- .1 Chris Barr + Derek Ginnell provided a presentation to the attending members for the local IES “Northern Lights” Awards.
- .2 Submission were provided by members to be voted upon by the AGM attendees:
  - .1 Submission for the Exterior were:
    - .1 Victoria Park Ice Way Skating Trail
    - .2 Mechanized River Valley Access
    - .3 WSP Tower

Winner: Mechanized River Valley Access (Dialog)
  - .2 Submission for the Interior were:
    - .1 Starlight Casino
    - .2 NorQuest College Singhmar Centre for Learning
    - .3 Hillberg & Berk
    - .4 Manulife Place Ltg. Replacement
    - .5 Jen-Col Office

Winner: Starlight Casino (AES)
- .3 Local IES “Award of Recognition” presented to: Colin Wright.
- .4 Attendee and Award Submission prize draws completed.

#### **5.0 ADJOURNMENT**

- .1 Brent McCabe (outgoing President) 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: Josh Borna  
 Period May 16, 2017 - May 16, 2018

## REVENUE

1. Balance brought forward from previous report,  
 May 16, 2017 ( 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

4. Educational- Commissioning Lighting & Control Systems Seminar (Feb 3,2018)

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, tours, etc

4. Educational- IES Training Courses

5. Stationary, postage, literature

6. Fees

7. Advertising

8. IES Local Northern Light Awards

9.

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

**Bank Balance as of May 16, 2018**

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

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

Column A

Column B

\$ 10,305.74

\$	10,791.44
\$	1,500.00
\$	-
\$	-
\$	962.40
<b>\$</b>	<b>13,253.84</b>

\$ 13,253.84

\$ 23,559.58

\$	-
\$	(609.62)
\$	(17,285.83)
\$	(521.26)
\$	-
\$	(70.64)
\$	(383.50)
\$	(33.54)
\$	-
<b>\$</b>	<b>(18,904.39)</b>

\$ (18,904.39)

\$ 4,655.19

\$ 4,655.19

Bank Balance

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

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

**REVENUE**

Events - OLED Seminar (Remaining Balance)	\$	406.44
Events - Spectroscopy TWoSE Event	\$	1,080.00
Events - Lighting Experience Lab	\$	1,125.00
Events - Human Centric Lighting Seminar	\$	1,295.00
Events - Outdoor Lighting Tour	\$	1,670.00
Events - Wireless Lighting Seminar	\$	1,170.00
Events - Jubilee Backstage Tour	\$	1,445.00
Events - Listen to the Architecture (Charles Israel)	\$	2,600.00
Training - Commissioning Lighting & Control Systems	\$	1,500.00
Annual Membership Rebate	\$	962.40
<b>Total</b>	\$	<b><u>13,253.84</u></b>

**EXPENSES**

Events - 2017 AGM	\$	(2,141.48)
Events - OLED Seminar (Remaining Balance)	\$	(578.23)
Events - Spectroscopy TWoSE Event	\$	(1,940.45)
Events - Lighting Experience Lab	\$	(1,165.08)
Events - Human Centric Lighting Seminar	\$	(2,675.87)
Events - Outdoor Lighting Tour	\$	(1,635.02)
Events - Wireless Lighting Seminar	\$	(1,550.08)
Events - Jubilee Backstage Tour	\$	(2,194.16)
Events - Listen to the Architecture (Charles Israel)	\$	(3,405.46)
Training - Commissioning Lighting & Control Systems	\$	(439.26)
Training - Course Materials for Office Upgrades Course	\$	(82.00)
Business Meetings	\$	(609.62)
Fees	\$	(70.64)
Advertising	\$	(383.50)
Awards	\$	(33.54)
<b>Total</b>	\$	<b><u>(18,904.39)</u></b>

---

**BREAKDOWN OF ITEM 22 Cash In Bank**

---

<b>Mutual Funds</b>	<b>N/A</b>
<b>Bonds</b>	<b>N/A</b>
<b>Other Assets</b>	<b>N/A</b>