



# Minutes

## **Audit Committee Meeting**

Minutes of the Meeting of Audit Committee

Date: Wednesday, June 18, 2014

Time: 5:00 pm.

Location: Room 1A, 40 Sheppard Avenue, North York, Toronto, ON, M2N 6K9

### **Audit Committee Members:**

Dave Adams, P.Eng., President (via conference)  
Ishwar Bhatia, P.Eng. (via conference)  
Thomas Chong, P.Eng.  
Bill Kossta  
Changiz Sadr, P.Eng., FEC  
Ewald Kuczera, M.Sc., P.Eng. (via conference)  
Santosh Gupta, P.Eng., FEC  
Danny Chui, P.Eng.

### **Staff:**

Michael Price, MBA, P.Eng., Deputy Registrar Licensing and Finance  
Maria Cellucci, CPA, CA, Controller – (via conference)  
Lucy Capriotti, Administrative Assistant

**Regrets:** Gerard McDonald, P.Eng., CEO/Registrar

## **1. Election of Chair and Vice Chair**

M. Price asked the members for nominees for the position of Chair of the Audit Committee.

T. Chong and S. Gupta were nominated for the position of Chair.

T. Chong was given a few minutes to present on why he should be elected as Chair.

S. Gupta was given a few minutes to present on why he should be elected as Chair.

M. Price asked the Audit Committee members to write down a nominee of their choice on the ballot provided.

D. Adams, I. Bhatia and E. Kuczera sent their votes in via email to L. Capriotti and D. Chui casted his vote via calling M. Price on his cell phone.

M. Price announced the results of the votes for election of Chair.

The votes indicated that T. Chong was the successful candidate for the new Chair of the Audit Committee. Nominations were then opened by Chair T. Chong for the Vice Chair of the committee. S. Gupta was the only nomination for Vice Chair. S. Gupta agreed to accept position as Vice Chair of the Audit Committee.

There was some discussion about asking former Committee Member Diane Lowe to volunteer as a member of the Audit Committee but M. Cellucci confirmed that as per the Audit Committee Terms of Reference we had reached the maximum number of members required.

## **2. Appointment of the Volunteer Expense Claim Appeal Sub-Committee members**

M. Price asked the members for nominees for the Expense Claim Appeal Sub-committee and suggested that it should have three members.

B. Kossta, E. Kuczera and S. Gupta were appointed as the new members of the Expense Appeal Sub-Committee.

## **3. Date of Next Meeting**

L. Capriotti will be sending out a Doodle Poll to schedule the next meeting to be held in early November.

## **4. Adjournment**

The committee agreed to adjourn the meeting at 6:17 p.m. and a motion was passed to that effect.

**MOTION**

That meeting be adjourned.

Moved by I. Bhatia and seconded by S. Gupta.

**MOTION CARRIED**