



CSBE | SCGAB

CSBE/ SCGAB ANNUAL
REPORT, 2019

**THE ANNUAL GENERAL MEETING OF
The Canadian Society for Bioengineering
La Société Canadienne de Génie Agroalimentaire et de Bioingénierie**

Date: Monday July 23, 2018, Time: 12:00 to 13:30 with lunch

Place: University of British Columbia

AGENDA

Greetings and attendance sign up

Call to order by CSBE-SGGAB President Mann

Appointment of Chair and Secretary for meeting

Notice of the Meeting (Notice of Meeting requirement is 14 days)

Quorum (Twenty-five members including at least 5 Council members)

Additions to the Agenda

Approval of the Agenda

Approval of Minutes of Previous Meeting (July 23, 2018 – U of Guelph) - attached

Correspondence

Approval of Summary of Annual Reports – see 2019 CSBE-SCGAB ANNUAL REPORT on website

Old Business

New Business

- Introduction of Council Members
- Approval of 2020 budget – see attached
- Approval of Bylaws – V. Raghavan
- Appointment of Auditor (Thornton and Co, Winnipeg) for 2019 Financial Statements
- Appoint Franklin Kains and John Feddes to be the signing authorities until the next Annual meeting

Announcements

Brief presentation by President

Adjournment

Minutes of the Annual General Meeting of Members of

The Canadian Society for Bioengineering

La Société Canadienne de Génie Agroalimentaire et de Bioingénierie

Held Monday July 23, 2018 - Time: 1200 to 1330 at the University of Guelph

Call to order (President Mann)

Attendance sheets circulated and signed by membership

CHAIRMAN AND SECRETARY OF THE MEETING

Upon motion made (Meda) and duly seconded (Jian), it was unanimously resolved to appoint President Mann and Society Manager Feddes as chairman and secretary of the meeting, respectively. **Approved.**

NOTICE OF MEETING

The Notice of Meeting requirement (14 days) was met.

QUORUM (Twenty-five members including at least 5 officers of Council)

The quorum requirements were met.

ADDITIONS TO THE AGENDA

- Signing of CSBE/SCGAB – CET(I) MOU
- Research Innovation Award
- Associate Member of our Society

APPROVAL OF AGENDA

Upon motion made (Orsat) and duly seconded (Rhaghavan) the agenda was approved.

APPROVAL OF MINUTES OF PREVIOUS MEETING 2017 08 07

Upon motion made (Jian) and duly seconded (Ranjan), it was unanimously resolved to accept the minutes as distributed. **Approved.**

CORRESPONDENCE

-none

ANNUAL REPORT

An Annual Report document (compilation of Council members Annual reports) was available as attached and published on Society Website. The Annual Report also included the proposed 2019 Budget and Statement of Revenues, Expenditures and Holdings. Upon motion made (Clark) and duly seconded (Morrison), it was unanimously resolved to accept the Annual Report as distributed. **Approved.**

UNFINISHED BUSINESS

-none

NEW BUSINESS

- a) President Mann introduced the New Council members. Joy Agnew (President Elect); Bernard Goyette (Membership), Alex Martynenko (Atlantic Director), Stephane Godbout (Quebec Director), Ashutosh Singh (Ontario Director), Jan Adamowski (Vice President -Technical), Israel Dunmade (Alberta Director), Fahimeh Panah (BC Director), Deepika Dave, Anthony Lau, Nazim Cicek (Awards Committee). He thanked the members who served their Council terms (Ike Edeogu, Aitazaz Farooque, Cristina Ratti, Venkatesh Meda, Anthony Lau).
- b) The budget for 2019 was included in the Annual Report and presented by Treasurer Franklin Kains. Upon motion made (Singh) and duly seconded (Prasher), it was unanimously resolved to accept the 2019 budget as distributed. **Approved.**
- c) Appointment of Auditor for 2018 Financial Statements. Upon motion made (Clark) and duly seconded (Rudra), it was unanimously resolved to reappoint Thornton & Co. as auditors for the 2018 financial activities. **Approved.**
- d) There were no Bylaw changes. The 2017 Bylaws are now listed as the 2018 Bylaws
- e) Upon motion made (Orsat) and duly seconded (Van Heyst), it was unanimously resolved that Franklin Kains and John Feddes be the signing authorities until the 2019 Annual Meeting. **Approved.**
- f) CSBE/SCGAB Council proposes a new category of membership “**Associate Member**” to CSBE/SCGAB. This category is intended for those individuals, who may not be engineers, who provide products and services to the Agricultural or Bioengineering sector. Proposal was attached to agenda. Upon motion made (Prasher) and duly seconded (Baik), it was unanimously resolved to adopt this proposal. Council will implement this at a future Council meeting.
- g) CSBE/SCGAB Council proposes a **RESEARCH INNOVATION AWARD** to CSBE/SCGAB. This new recognition by the CSBE/SCGAB is dedicated for an individual who has made an outstanding contribution to research. Proposal was attached to agenda. Upon motion made (Meda) and duly seconded (Ashutosh), it was unanimously resolved to adopt this proposal. Council will implement this at a future Council meeting.
- h) Signing of **CSBE/SCGAB – CET(I) MOU**. The Council of Engineering & Technology (India) and the Canadian Society for Bioengineering **wish to enter an** agreement to facilitate the enhancement of the efforts of each organization to better serve the public and the engineering profession in its own country. Upon motion made (Meda) and duly seconded (Jian), it was unanimously resolved to adopt this MOU. Mann and Feddes signed the MOU. A copy will be sent to CET(I) along with a link to the photos taken. Copy of MOU is attached.

ANNOUNCEMENT

On behalf of the CSBE/SCGAB FOUNDATION, John Feddes reminded the membership to consider the Foundation Checkoff when renewing membership to support our student activities. This year the Foundation supported 37 Grad student first year memberships (\$2664), 5 Foundation Scholarships (\$1500) and ¼ Scale tractor teams (Laval, McGill, and Saskatchewan) \$1500. **Expenses exceeded Donations.** The membership were encouraged to consider an increase in their donations. A glossy handout was available to explain the Foundation.

ADJOURNMENT

President Mann, thanked all participants at the AGM, called for adjournment at 1:00 pm. Upon motion made (Clark) and duly seconded (Prasher), it was unanimously resolved to adjourn. **Approved.**

Minutes recorded by:

John Feddes

Society Manager, Date of approval: _____

ATTACHMENTS:

- a) **Members and visitor attendance list**
- b) **2019 CSBE-SCGAB Annual Report**
- c) **List of 2018-2019 Council Members**
- d) **List of 2019-2020 Council Members**

Treasurer's Report for the 2019 AGM

Franklin Kains, CSBE/SCGAB Treasurer

The following is the treasurer's report for fiscal 2018. The 2018 fiscal year end audit as completed by Thornton and Co. shows a deficit of revenue over expenses of \$6,395. This compares with a projected deficit of \$1,900 as set out at the 2018 AGM in Guelph. Previous to this, the 2017 fiscal year had an excess over revenue of \$37,858. Year over year this represents a drop of \$44,253 of revenue over expenses.

There were 2 extraordinary items that made up a large part of this difference. First, was an extraordinary payment of \$14,238 from the ASABE Initiative Fund received in 2017. Secondly, the investment portfolio fell in value in step with the year-end fall in the stock market. A highlight was the 2018 AGM for which the Guelph Local Arrangements Committee and their sponsors generated a surplus of \$13,943.

Projected Budgets

A deficiency of \$12,900 is projected for 2019 and a profit of \$6300 for 2020 when the AGM will be held with the CIGR. The expected revenue for 2020 AGM with CIGR has been conservatively estimated at \$15,000. Other revenues, including membership are expected to remain about the same.

Two areas of note and similar to last year: the journal reviewer's incentives and the regional recruitment expenditure have both been underutilized for the past 3 years.

Net Assets

At the end of 2018, net assets stood at \$226,866 which includes the operating account and the long term investments. This is a decrease of \$6,395 from the year previously. As noted, much of this decrease is due to the lower value of our long term investments as the stock market took

a fall at year end. Most of that has been recovered in the first half of 2019. The net assets stood at \$139,885 in fiscal year 2013.

Investment Account at Nesbitt Burns

	2016	2017	2018
Cash/short term	\$70,675	\$73,881	\$77,629
Fixed income	\$18,574	\$18,314	\$16,340
Equities	\$84,144	\$89,242	\$78,081
Total of assets	\$175,409	\$183,454	\$172,050

It would appear that financially CSBE has sufficient cash inflow and savings to prudently carry on for the foreseeable future.

Annual Budgets and Statement of Revenues and Expenditures

	2017 Budget	2017 Actuals	2018 Budget	2018 Actuals	2019 Budget	2020 Budget
REVENUE						
Membership fees	\$28,000	\$36,034	\$28,000	\$22,625	\$24,000	\$22,000
Annual General Meeting (AGM)	\$49,000	\$91,222	\$49,000	\$50,188	\$49,000	\$70,000
Canadian Bio Systems Journal	\$14,000	\$9,118	\$14,000	\$7,502	\$10,000	\$8,000
Advertising	0	\$560	0	200	\$500	500
Expense recoveries (rebates)	\$600	\$14,164	\$600	\$96	\$0	\$0
Investment income	\$3,500	\$3,206	\$3,500	\$3,748	\$3,500	\$3,500
Unrealized capital gains on investments	0	\$4,838	0	(\$13,134)	\$4,000	4000
Total Revenue	\$95,100	\$159,142	\$95,100	\$71,225	\$91,000	\$108,000
EXPENDITURES						
Annual General Meeting (AGM)	\$40,000	\$81,837	\$40,000	\$36,245	\$44,000	\$50,000
ASABE board president's discretion	\$3,500	\$1,225	\$3,500	\$0	\$3,500	\$3,500
CDN Bio systems Journal	\$2,600	\$1,525	\$2,600	\$1,067	\$2,000	\$2,000
Journal reviewer's incentives	\$3,000	\$0	\$3,000	\$550	\$2,500	\$2,500
CDN Bio systems Journal Translation	\$600	\$495	\$600		\$600	\$600
CIGR Dues	\$1,100	\$1,114	\$1,100	\$1,072	\$1,100	\$1,100
EIC dues, directors insurance	\$2,200	\$1,779	\$2,200	\$1,474	\$2,200	\$2,200
General and student awards	\$5,300	\$4,100	\$5,300	\$4,950	\$5,000	\$5,500
Interest, bank charges, credit costs	\$200	\$61	\$200	\$253	\$200	\$250
CSBE manager honorarium	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
CSBE manager office	\$4,200	\$2,133	\$4,200	\$2,184	\$4,000	\$3,750
Professional audit, CRA filing	\$1,500	\$2,176	\$1,500	\$1,413	\$2,000	\$2,000
Regional membership recruitment	\$4,000	\$2,680	\$4,000	\$1,958	\$7,000	\$7,000
Student transportation to AGM	\$13,000	\$7,854	\$13,000	\$6,275	\$13,000	\$5,000
Contributions and donations	\$0	\$0	\$0	\$750	\$1,000	\$1,000
CSBE manager travel	\$3,000	\$2,185	\$3,000	\$4,418	\$3,000	\$2,500
Web site	\$800	\$120	\$800	\$3,011	\$800	\$800
Total Expenditures	\$97,000	\$121,284	\$97,000	\$77,620	\$103,900	\$101,700
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(\$1,900)	\$37,858	(\$1,900)	(\$6,395)	(\$12,900)	\$6,300

COUNCIL MEMBER REPORTS

Danny Mann - CSBE/SCGAB President

Thank-you to the members of Council who have supported the Society through their volunteer efforts during the past year. I am pleased that we have continued to take steps that I believe will improve our Society in the long-term. Although it might be enticing for me to say that CSBE/SCGAB is on a well-defined path towards growth and prosperity, I am becoming more and more convinced that we need disruptive change to the Society to ensure that we will continue to be relevant to the bio-engineering industry. I am an academic and am most familiar with the needs of an academic with respect to a technical society. However, I must realize that the number of academics in the bio-engineering discipline in Canada is declining. We cannot survive if the activities of our technical society continue to be focused primarily on the needs or expectations of the academic members. We need to be relevant to those bio-engineers working in industry. This is our challenge!

Here is a summary of some of the activities and achievements of Council over the past year:

1. CSBE/SCGAB John Ogilvie Research Innovation Award – I am pleased that terms of reference and naming of this new award were finalized by Council during the past year. It is great to see that we have three recipients receiving the new award this year!
2. Responsibilities of the Journal Editor for Canadian Biosystems Engineering have been split into an Editor (responsible for overseeing the review process and content of the journal) and a Managing Editor (responsible for overseeing the publication process). The Managing Editor will serve on CSBE/SCGAB Council.
3. A minor revision has been approved to the page charges for the Canadian Biosystems Engineering journal. Previously, page charges were \$50/page for the first 4 pages and \$80/page for subsequent pages. Council approved a flat rate of \$75/page effective February 2019.
4. Council approved a Canadian Biosystems Engineering Remuneration Policy for tasks associated with publication of papers in our Canadian Biosystems Engineering journal. Reviewers will earn a \$50 credit voucher for providing a thorough review within a 3-week period from the initial request. The credit voucher can be redeemed for page charges for a future submission, conference registration at a future AGM, or CSBE/SCGAB membership dues. Section Editors will receive a credit voucher of \$300 upon publication of three papers handled by them within a volume year. This credit voucher can be applied to page charges for a future paper submitted by the Section Editor. It is anticipated that this new policy will 1) improve the timeliness of paper review and 2) increase the number of papers being published in the Canadian Biosystems Engineering journal.
5. Dr. Digvir Jayas has been appointed by Council to represent CSBE/SCGAB on the Engineering Institute of Canada (EIC).
6. Council is working to translate the static portions of the CSBE/SCGAB website into French so that the main portions of our website are available in both official languages. If you are fluent in both official languages and would be willing to contribute to this task, please contact our webmaster (Rene Morissette).
7. Council is seeking to identify as Social Media Manager – someone to manage the Society's Facebook and LinkedIn accounts (and potentially a Twitter account). If you are literate in modern social media, this may be opportunity for you to provide service to CSBE/SCGAB. If you are interested in this position, please contact the society manager (John Feddes) or the webmaster (Rene Morissette).

8. Approximately one year ago, a CSBE/SCGAB Expertise Database was established on our Society website. Bioengineers can create an entry in the database in one of the following categories: Academics, Private Sector, Public Sector, and Students. Unfortunately, our database contains very little data – all members of CSBE/SCGAB are encouraged to compile an entry for the Expertise Database.

Thanks to the people in Vancouver for organizing the 2019 Annual Conference. For 2020, CSBE/SCGAB will be hosting a joint meeting with CIGR in Quebec City (July 14-17).

As I transition from my role as President to the new role as Past-President, I would like to offer my congratulations to our incoming President, Joy Agnew. I look forward to working with you over the coming year as we continue the task of making our Society more attractive to bio-engineers working across Canada (and those members living and working beyond the boundaries of Canada).

Past President – Vijaya Raghavan

Council terms 2019-2020

	Nominees					
Position	Current	Term length	Start	End		
President-Elect	Chandra Madramootoo	1	2019	2020	Agreed	
President	Joy Agnew	1	2019	2020		
Past President	Danny Mann	1	2019	2020		
Past-Past President	Vijaya Raghavan	1	2019	2020		

VP Technical	Jan Adomowski	2	2018	2020	
VP Regional	Amit Kumar	2	2019	2021	Agreed
VP Membership	Bernard Goyette	2	2018	2020	
VP Industry	Eric Ouellette	2	2019	2021	Agreed?
Regional Director Atlantic	Alex Martynenko	2	2018	2020	
Regional Director QC	Stepane Godbout	2	2018	2020	
Regional Director ON	Ashutosh Singh	2	2018	2020	
Regional Director MB	Fuji Jian	2	2019	2021	Agreed
Regional Director SK	Sarah Yeo	2	2019	2021	Agreed
Regional Director AB	Israel Dunmade	2	2018	2020	
Regional Director BC	Fahimeh Yazdan Panah	2	2018	2020	

Appointed Council Members or Representatives

Secretary Manager	John Feddes	5	2013	2021	
Treasurer	Franklin Kains	3	2017	2020	
Web Master	Rene Morissette	3	2008	2020	
Journal Editor	Ramanathan Sri Ranjan	3	2012	2021	
EIC Rep	Joy Agnew or her appointee	1	2019	2020	
CIGR Rep	Stephane Godbout	3	2017	2020	

Fellows committee

Chair	Ramesh Rudra	2	2017	2020	Term?
Vice Chair	Yves Choinière	2	2017	2020	Term?
Member	Suzzelle Barrington	2	2017	2020	Term?
Member	Qiang Zhang	2	2017	2020	Term?
Member	Rick Atkins	2	2017	2020	Term?

Awards committee

Chair	Valérie Orsat	2	2019	2021	Agreed
Past Chair	Valérie Orsat	2	2017	2019	
Member	Deepika Dave	2	2018	2020	
Member	Antony Lau	2	2018	2020	
Member	Lope Tabil	2	2019	2021	Agreed
Member	Nazim Cicek	2	2018	2020	
Past-President	Danny Mann	1	2019	2020	

Nominating committee

Chair	Danny Mann	1	2019	2020	
Past Past President	Vijaya Raghavan	1	2019	2020	
President-Elect	Chandra Madramootoo	1	2019	2020	
Member-at-large	Pradeep Goel	2	2019	2021	Agreed
Member-at-large	Prasad Daggupati	2	2019	2021	Agreed

Nominating committee report

On behalf of the nominating committee, I am delighted to nominate my colleagues for different positions as shown below:

The CSBE-SCGAB council has vacant positions and the following members have agreed to serve if elected.

- President-Elect – Chandra Madramootoo (2019 – 2020)
- VP Regional --Amit Kumar (2019 – 2021)
- VP Industry – Eric Ouellette (2019– 2021) - not confirmed yet.
- Regional Director Manitoba – Fuji Jian (2019 – 2021)
- Regional Director Saskatchewan – Sarah Yeo (2019 – 2021)

Awards committee

- Chair – Valerie Orsat (2019– 2021)
- Member – Lope Tabil (2019– 2021)

Nominating Committee

Member-at-large - Pradeep Goel
Member-at-large – Prasad Daggupati

I move that the nomination cease. To be seconded.

Thank you.

Vijaya Raghavan
Past-President, CSBE/ SCGAB

Keri Bouchard - Regional Director – Manitoba

It was a pleasure as always working with CSBE and council members throughout 2018. This year the Manitoba chapter continued to support the annual Manitoba Schools Science Symposium where young students complete demonstrating their passion in science presenting on relevant topics. A special thanks to Derek Inglis and Bob Zhiwei Zeng for judging & presenting awards to the selected contestants. CSBE was also active in the annual CSBE student group fall BBQ, an opportunity to discuss with students the benefits and opportunities of joining the CSBE association. Griffen Swanson, President of the chapter did a great job organizing which was demonstrated by the large turnout of students. Further to these events, meetings were held to discuss working toward bringing more students & industry members into the association by hosting social events such as wine & cheese mixers, etc. Within this upcoming year, we hope to host our first event and bring awareness of the association to the greater Bio Engineering community.

René Morissette – Webmaster - webmaster@csbe-scgab.ca

Annual Conference 2019 in Vancouver

I was involved in the meeting organization at different levels:

- Contracting, configuration, management, and support of the online system for paper submission and registrations (Conftool).
- Configuration and maintenance of an event section on our website (<http://www.csbe-scgab.ca/vancouver2019>).
- Sending of several emails to current members (list of about 480 emails) through our mail server platform (Mailchimp) and the Conftool system.

Newsletters and Notices to members

A total of 14 newsletters and notices were sent between July 2018 and June 2019 to a list of about 480 contacts.

CSBE-SCGAB web site and directory

The new CSBE website was launched in March 2018 and it's now easier to manage and more secure.

On request of the Council, a technical expertise database was created at <https://experts.csbe-scgab.ca>. Every member was invited to create a profile to broadcast their engineering expertise. At this time, only 19 members have registered. More publicity should be done during the Vancouver conference, on social media and in newsletters.

Website statistics report

<https://www.csbe-scgab.ca>

Between June 2018 and June 2019, CSBE website has generated 17000 sessions with 35000 pages viewed. An average of 2 pages per visit with duration of about 1:50 minutes was met.

The audience was mainly English (81%) and French (6%) from Canada (49%), USA (20 %), India (5%), China (4%), and many other countries (France, South Korea, Brazil, Nigeria, Germany, UK...).

Main traffic came from organic search (43%), followed by direct access (34%), site referral (22%) and social media (1%). The social media share could be improved by being more active on Facebook and LinkedIn. Need a social media person.

Main pages/sections viewed were the home page, publications/Canada plan archive, Guelph 2018 portal, Publications/Journal, Vancouver 2019

<https://library.csbe-scgab.ca> (Publications)

The technical library was moved under a subdomain in 2018 thus not included anymore under the main CSBE website. All old urls were redirected to new urls. Between June 2018 and June 2019, the technical library website has generated about 4300 sessions with 10600 pages viewed, and 2.5 pages per visit.

The audience was mainly from Canada (32%), USA (24 %), India (5%), China (3%)

Main traffic came from organic search (43%), followed by direct access (38%), and site referral (22%).

<https://experts.csbe-scgab.ca> (Expertise database)

No statistic is available at this time.

John Feddes - Society Manager - The duties of the Society Manager include the following:

- Record the minutes of Council meetings and the annual business meeting and distribute the minutes to Council members within one month of the meeting.
- Carry on correspondence for the Society.
- Serve as the office liaison with ASABE office.
- Assist in preparing CSBE awards, commendations and student awards for the Annual meeting
Sent in 41 Grad student Applications (Fist time sponsored by the Foundation)
- Sent out new member certificates
- Pay Society expenses.
- Arrange for preparation of auditors report for AGM.
- Serve as the office liaison with affiliate societies.
- Report election results to Council and the annual business meeting.
- File an annual summary with the Minister of Consumer and Corporate Affairs Canada.
- Preserve all documents of the Society except those assigned to other officers or committees.

- Carry out general secretarial duties including keeping of committee lists, bringing appropriate documents to meetings and correspondence.
- Receive all By-law changes but not responsible for making the changes.
- Publish and supply in quantity the Awards Booklet to the AGM.
- Invoice the authors for page charges
- Arrange the printing and mail the CBE Journal
- Serve as Secretary-Treasurer for the CSBE/SCGAB Foundation
- Send out Foundation donation tax receipts

As you are aware, CSBE-SCGAB Society and CSBE-SCGAB Foundation offer several student awards every year. Please email me for information. **Student applicants must be a member of the Society.** The Foundation will pay the membership dues for **first-time-ever** Graduate Students. See Website.

This year, we are presenting 2 ASABE ¼ Scale Tractor Student Design Foundation Awards - \$500/each; 5 Foundation Undergraduate Scholarships - \$300/student; 15 Undergraduate Awards - \$100 /student; 12 Graduate Thesis Awards (MSc) - \$200/student; and 5 Graduate Thesis Awards (PhD) - \$200/student.

Paul O’Neill - Vice President (Industry) - I would like to thank you for giving me the opportunity to be VP of industry for CSBE-SCGAB. During the past two years I have attempted to make industry aware of the organization. I have spoken with many different groups about our organization.

With the internet access to information on any topic is readily available, fake information is factual and factual information has become fake. Strong professionals and professional organization are needed more than ever to sort through information to establish a way forward that is most likely to succeed successfully. In order to be recognized by industry we need to be part of the new internet world which can be accomplished through the use of internet tools and social media sites.

Bioengineers in Canada have many opportunities to assist in developing and refining the agricultural and resource industries and products for Canada and beyond. With the rapid movement of communications, smart phones, tablets have become a way of life for most of the society. We are connected to all our surroundings.

Industries working in agriculture and resource based technologies need to want to be part of our organization. We have the “people resources” that can assist groups in their projects to a successful completion.

Bernard Goyette - Vice-President (Membership) Year 2018-2019 was my 1st year as a council member. For the past few years, there was a concern regarding the retention rate of the students who took advantage of a program where the Foundation was paying the membership dues for first-time-ever Canadian Graduate Students. The Foundation has supported 106 students from 2016 to 2018. The returning rate corresponds to the 2016 supported students were 38% and 25% during the first (2017) and second (2018) years, respectively. While, the returning rate of the 2017 supported students were declined to 21% in 2018. It was decided that the President should email all the Grad students who received their membership in 2018 to encourage them to continue their membership with CSBE/SCGAB in 2019.

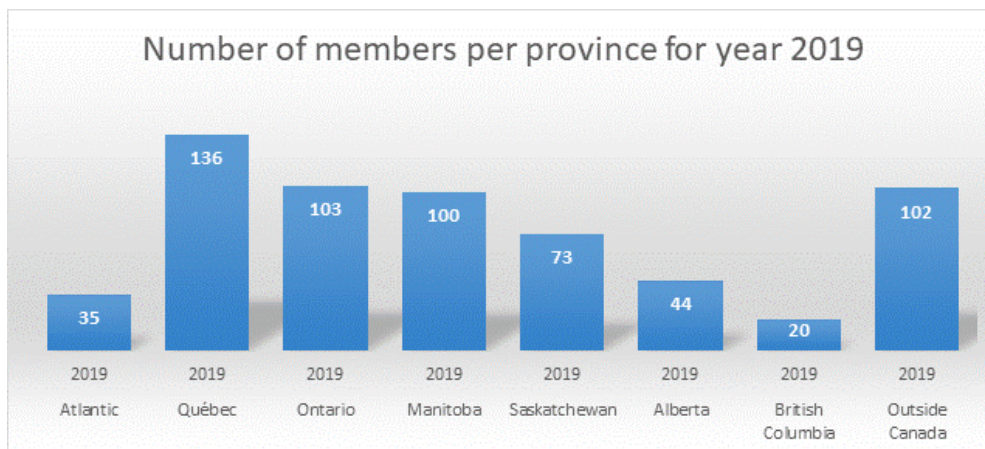
The CSBE/SCGAB total and undergraduate student’s memberships are presented in Table 1. We can witness a constant decline in the total membership from 2013 to 2018. However, in 2019, we could

observe an increase of 10% in the total membership compared to that of 2018. In spite of this little growth in the total membership, our major concern is to improve the student's membership, which has been declined to about 50% during last six years. A letter was sent to graduate students encouraging them to consider on-going membership in the Society, to add their expertise to the CSBE Expertise Database, and seek ways to become involved in the Society. Also a membership certificate was sent to all members who wanted to get one.

Year	Total membership	Undergraduate student's membership
2013	692	183
2014	689	151
2015	632	137
2016	638	159
2017	583	120
2018	552	98
June 2019	613	99

Table 1: CSBE 2013-2019 membership

Figure 1 is a representation of the membership per province. It shows the importance of membership in Quebec and it raised some questions about the French content that should be included in the web site. It was decided to have more French content for our French speaking members.



Ashutosh Singh- Regional Director (Ontario) -

Over the last year I have worked on a few important things to improve the visibility of CSBE and also improve the student membership numbers from Ontario.

- Last year after joining the council I worked towards getting a few companies that I have dealt with to join in as an associate member. Since, I was mostly dealing with the sales reps.. it was difficult to get a confirmed answer but only last month, I was able to meet the research division head of the SCP Science and he has assured that he will talk to the higher authorities and convince them to join the CSBE.

- I had also initiated a conversation within the department last year to provide support to the 4th year BEng student design competition through the funds (\$1000/region) and help them present

their work at ASABE/CSBE. But as the department is going through a lot of changes the Interim Director suggested to wait till Fall 2019 to implement this.

- I would like to propose to start a student paper competition at regional level to select 2-3 papers after review process and then submit it to the CSBE AGM and journal. I checked with CSBE members (students) about an opportunity like this and they all agreed that something in the line of the Boyd-Scott Graduate research award would help attract more students.