



Council of Halifax Centre - Minutes of Meeting 15 April 2016

SMU, Sobey Building, Room SB152

Present: Paul Gray, David Chapman, Ian Anderson, Judy Black, Tony McGrath, Paul Heath, Chris Young, Pat Kelly, Tony Schellinck, Quinn Smith.

Regrets: Dr. Roy Bishop, Jim Millar, Sean Dzafovic, Andy Hasler, Elli Hasler,

Guests: David Lane, Andrew Frank.

1. Welcome & Introductions

Paul Gray welcomed members. He asked if members had other items to add to the agenda. Item 9c: Library Report was added to the agenda. Agenda was approved as circulated.

160415MN – Mot01

It was moved by Chris Young and seconded by Paul Heath that the agenda be approved as circulated.
CARRIED.

The Action Lists were reviewed.

- a) December 2015: Action 5 remains open.
- b) January 2016: Action 16 remains open.
- c) February 2016: Action 4 is closed; SCO has a dew controller and heating band but a new band is needed. Action 5 remains open; Tony McGrath had circulated the results of the SCO survey.
- d) March 2016: Actions 23, 3, 5 and 6 are closed; Actions 1 and 4 remain open.

160415MN-Act01

Tony McGrath will purchase a new heating band and provide the invoice to Jim Millar.

160415MN-Act02

Tony McGrath will circulate the draft of the SCO Development Plan for review and comment in the next week.

Minutes of the March 18, 2016 Council Meeting had been pre-circulated for review. No changes to the minutes were noted.

160415MN – Mot02

It was moved by Paul Heath and seconded by Chris Young that the minutes of March 18, 2016 be approved as circulated.
CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

Paul Gray has confirmed a full slate of speakers for the remainder of the year as noted in the minutes of Council of March 18, 2016. Dave Lane confirmed the Friday, October 21, 2016 date for the SMU MacLennan Lecture; Art MacDonald will

speak on neutrinos. Paul Gray confirmed that Dr. David Levy, as part of his Maritime Talk Tour, will speak in early November, and Dr. John Spray, UNB will speak at the regular meeting (or Dr. Roy Bishop to address Gravity Waves). Dr. Luigi Gallo will present at the May meeting about the Japanese AstroX. Paul Gray has been in contact with Randall Rosenfeld to determine his willingness and availability for a presentation here in 2017. He has agreed to an April/May time frame. It was decided that co-hosting with New Brunswick and/or acquiring funding from RASC should be explored.

160415MN-Act03

Paul Gray is to inquire whether New Brunswick would be interested in Randall Rosenfeld speaking to their Centre and potentially co-sponsoring.

160415MN-Act04

Paul Gray is to inquire whether Randall Rosenfeld is on the RASC list of speakers and if funding can be requested for the April/May time frame.

Judy Black has received confirmation of room bookings for the May and June meetings. Council meetings for May 13 and June 17 are to be held in AT217; Centre meetings will remain in AT101. She is to contact Dan Snyder for fall bookings once dates of meetings have been confirmed.

160415MN-Act05

Judy Black is to contact Dan Snyder at SMU in August 2016 to confirm fall room bookings once dates of Halifax Centre meetings have been confirmed (September to December).

3. Financial Concerns (carried over from March 18, 2016 agenda)

Because he would be absent at this meeting, Jim Millar provided information for Council members to consider. He had consulted with national RASC and its accountant who provided conditions under which Halifax Centre would have to submit a T1044 tax return; those conditions do not apply to our Centre. However, she also directed Jim to *The Society Incorporation and Instructions* on the Service Nova Scotia website that specifies a financial statement must be signed by the auditor or by two directors. Requirement to file a T2 tax form was not clear. It was decided that RASC Halifax Centre should seek advice from the Legal Information Society of Nova Scotia.

160415MN-Mot03

It was moved by Dave Chapman and seconded by Chris Young that RASC Halifax Centre should seek advice from the Legal Information Society of Nova Scotia.

CARRIED.

160415MN-Act06

Jim Millar is to make inquiries with the Legal Information Society of Nova Scotia regarding requirements for audits and filing tax forms.

4. RASC Halifax Centre By-Law #1 Review (carried over from March 18, 2016 agenda)

In January 2016, the list of directors and the 1995 version of the Halifax Centre By-laws were brought to the Nova Scotia Registry of Joint Stock Companies for registration. A reply was received explaining where the Halifax Centre By-Laws had clarification requirements, the need to completely change one of our definitions, and required additions before the Registry would approve them. National RASC had also undergone a constitution review process but does not at this time have a process in place that would facilitate review and subsequent amendments to our by-laws.

160415MN-Mot04

It was moved by Judy Black and seconded by Chris Young that RASC Halifax Centre Council appoint a By-Law Review Committee to carry out a review of the Halifax Centre By-Law #1, and that a report of proposed changes be provided to the Halifax Centre Council for consideration and approval at their September 2016 Council meeting.

CARRIED.

160415MN-Mot05

It was moved by Judy Black and seconded by Paul Heath that the By-Law Review Committee be composed of the 1st Vice President David Chapman, Secretary Judy Black, and Chris Young, plus no more than 3 other Centre members.

CARRIED.

Three Council members volunteered to be part of the Committee: David Lane, Paul Gray and Pat Kelly.

160415MN-Act07

Judy Black is to ask the Registry of Joint Stock Companies for a copy of the previously submitted Schedule A: Section 5, Memorandum of Association and Schedule B, Section 13.

160415MN-Act08

Dave Chapman will make inquiries as to location of previous Council records.

5. Position Descriptions Reviewed by Council Members – Progress Report

Judy Black thanked all members for providing their input into their position descriptions and for providing insight into the Halifax Centre Council roles and tasks. She noted the document was a draft only and that further input from members would be most welcomed. The report includes what is as an accurate depiction of the roles/tasks as determined by the “reviewer”, and also the questions raised at various stages of review.

She explained the components of the tables in the report related to the agreed upon tasks/roles and areas identified for discussion, the currently unassigned tasks/roles (RASC Centre activities that get done by a Councillor volunteering as opposed to being assigned to a specific position on Council), and the general topics for discussion relating to fiscal year and accounting requirements. She noted that many had questions and suggestions related to outreach and identified it as an important aspect of the Centre's activities. Consequently, National was emailed an inquiry regarding their definition of Outreach and what it entailed from their perspective

Items identified in the column “Discussion Required” will be discussed by the By-Law Review Committee or by the Council at future meetings. She noted that two of the items identified were on this meeting's agenda. Council members were asked to review the roles and tasks column for each of the positions and were invited to provide comment – whether it was further comment on their own previously-reviewed position description or on another position – before Monday, May 9, 2016.

160415MN-Act09

All Councillors to review the Position Description roles and tasks, and to provide input to Judy Black by Monday, May 9, 2016.

160415MN-Act10

Judy Black is to provide a final report containing the summary of roles and tasks for all positions on Council at the May 13, 2016 Council meeting for approval.

6. May 9 Mercury Transit

Dave Chapman reiterated that nothing official will be organized. Depending on the weather, pop-up events can be organized via email. Paul Heath noted that two schools have made requests for presentations regarding the transit.

7. Verification of Content & Distribution of Welcome Packages

Paul Heath verified that he had been collating the welcome packages for visitors to the Halifax Centre meetings. They provide an introduction to RASC, astronomy and the Halifax Centre. Paul agreed to continue collating the packages and that they would be placed in the library cart for easy access at subsequent meetings. The content of the package would include the following: a welcome letter from the President, star finder, Halifax Centre brochure (National no longer

produces one), moon card, light pollution brochure, Nova Notes, Introduction to Astronomy and the green laser use brochure.

Print materials from National have arrived. Some corrections to the Halifax Centre brochure are required, e.g., the time of the Centre's meetings and the editor for Sky News.

160415MN-Act11

Quinn Smith is to make the changes to the document and then provide it to Judy Black for printing.

8. Centre Lists (Grace Period, Volunteer and Astronomical Interests)

These lists were identified for further discussion. National was emailed, asking them what, if anything, was sent from National to members showing up on the Grace Period Members list. The volunteer interest list is not being mined to determine how they could assist the Council in identified tasks, nor is the astronomical interest list being used to determine speaker topics. These will be discussed at a later meeting.

NEW BUSINESS

9. Reports

a) Nova East:

Quinn Smith reported that the Nova East Website is now live! The first registration has been received. He requested the website be shown to members at the Centre meeting.

b) Youth Recruitment Task Team:

Nothing to report at this time.

c) Library Report:

Andy & Elli Hasler submitted a brief written report. Chris Young and Dave Chapman have ordered a number of books online and purchased other books from Michael Boschat. These will be available at the May meeting. Andy will submit a short article about the library's new content for the next edition of Nova Notes.

d) Sale of Dobsonian Telescope:

No bids were received, and no decision was made on the next step in selling the scope. To be discussed further by Council.

60415MN-Mot05

It was moved by David Chapman to adjourn.

Meeting adjourned at 7:28 PM.

Respectfully Submitted,

Judy Black
Secretary

Halifax Centre Agenda

April 15, 2016: 7:30 PM – 9:30 PM

SMU – Sobey Building, SB255 (33 in attendance)

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents
7:30 PM	Welcome & Introductions	Information	Paul Gray	N/A
	Outreach Opportunities (when information available)	Information	Paul Heath	N/A
	<i>Special Presentations:</i> David Griffith re: Portable Telescopes Paul Evans re: Lunar Eclipse Time Lapse	Presentations	As cited	N/A
	Nova Notes Promotion	Information	Tony Schellinck	N/A
	AstroPhotos of the Month		Paul Gray	N/A
	Nova East – Website is now “Live”	Information	Quinn Smith	N/A
9:30 PM	Adjournment Refreshments		Paul Gray Pat Kelly	N/A