



**Council of Halifax Centre - Minutes of Meeting  
17 February 2017  
SMU, The Atrium, Room AT306 (6:30 AM - 7:30 PM)**

**Present:** Paul Gray, Jim Millar, Judy Black, Andrew Frank, Melody Hamilton, Tony Schellinck, John Read, Art Cole, Sean Dzafovic, Pat Kelly.

**Regrets:** Dr. Roy Bishop, Paul Heath, Andy Hasler, Tony McGrath.

**1. Welcome & Introductions**

Paul Gray welcomed members. He asked if members had other items to add to the agenda. None were suggested. He stated that because he had to prepared audiovisual equipment for the Members' Meeting that he would have to leave at 7:15 PM; because there is not a President, the Secretary would take the Acting Chair's position. Because of Paul's early departure, he requested Item 7 regarding Nova East be brought forward as Item 5.

**170217MN – Mot01**

It was moved by Jim Millar and seconded by Tony Schellinck that the agenda be approved with the amendment noted.

CARRIED.

The Action Lists were reviewed.

a) April 2016:

**Action 2** remains open.

b) May 2016:

**Action 3** remains open.

c) September 2016

**Action 3** remains open.

d) October 2016

**Action 4** remains open. The list of meeting dates had been circulated to members on December 14, 2016; however, neither the Secretary nor the Nova Notes Editor have been notified of the observation nights as determined by the SCO Manager.

**Action 16** remains open.

e) January 2017

**Actions 1, 2, 3** remain open.

**Action 4** closed. Members did not recall receiving it.

**170217MN-Act01**

Judy Black is to circulate the *Position Description: President* for members to review, forward any comments to Judy Black for collation prior to the meeting of March 17, 2017, and come prepared to discuss for approval at the March Council Meeting.

**Action 5, 6, 7:** Closed.

Minutes of the December 9, 2016 Council Meeting had been pre-circulated for review.

**170217MN – Mot02**

It was moved by Tony Schellinck and seconded by Jim Millar that the minutes of January 20, 2017 be approved as circulated.

CARRIED.

## **ONGOING ITEMS**

### **2. Upcoming Meeting Dates & Guest Speakers**

#### **a) Guest Speakers / Ideas for Future Presentations**

**February:** Focus on Binoculars - Tony Schellinck re the Seniors College Association of Nova Scotia (SCANS) education sessions and Paul Grey regarding how to clean binoculars.

**March:** Focus on Outreach - Paul Heath and Laura (from Mount Allison University)

**April:** Laura Mclarnon (speaker at February MAG meeting)

**May:** Revisit Solar Eclipse; Paul G suggested a new member may also have a presentation

**June:** BBQ at SCO

**Sept/Oct:** Solar Eclipse presentations by members in Nebraska and elsewhere; summer activity recap from two DSW week-ends and Nova East, Randall Rosenfeld (??)

**Nov/Dec:** unknown.

#### **170217MN-Act02**

Judy Black is to provide Paul Gray with email address for Laura Mclarnon.

## **ITEMS FROM PREVIOUS MEETING**

### **3. Budget**

A draft version of the budget as prepared by Jim Millar was pre-circulated to members with the agenda for this meeting. He provided the following highlights:

#### **Income:**

a- **Nova East Income:** The hope is that this year's Nova East would provide zero income.

#### **Expenses**

a- **Keji DSW:** This was increased from \$650.00 to \$1,000.00 due to two events being held (in August and September).

b- **Education and Outreach:** Although numbers were not provided, they were well within the budgets allotted all items.

c- **General Supplies & Wireless Microphones:** These were under budget.

d- **Secretary:** Actual expenses in 2016 were above projected budget; Judy forwarded a 2017 budget of \$300.00.

e- **Library:** There was a typo in 2016 Budget; it should have read \$600.00 not \$60.00 as cited. Actual expenditure was \$658.58. Book accounted for \$600.00 and the balance was for repair to the library cart.

f- **Meetings: Guest Speaker:** Paul Grey requested \$300.00 be added to allow for out-of-province speakers being invited.

g- **Newsletter (Nova Notes):** Tony Schellinck requested the budget be increased from \$325.00 to \$425.00

Members discussed how to lower the income for 2017. It was suggested that the Nova East Committee work to ensure the event is cost neutral, and that there could be negative surcharge on the Centre's portion of the RASC Membership fee.

#### **170217MN – Mot03**

It was moved by Jim Millar and seconded by Pat Kelly that the 2017 RASC Halifax Centre budget be approved with the amendments discussed.

CARRIED unanimously.

#### **170217MN-Act03**

Jim Millar will forward the approved budget to Judy Black for circulation with the minutes of this meeting.

### **4. DRAFT of Special Resolution re Bylaw #1 Amendments**

Judy Black had provided members with a copy of the proposed Special Resolution regarding adoption of the amendments made to the RASC Halifax Centre Bylaw #1 (2016) that had been sent to the Registry of Joint Stock Companies (RJSC) in December 2016. No amendments to the Special Resolution were noted. Members inquired as to the implementation process and timelines once the bylaw was approved; for example, there were questions raised regarding the timelines for compliance and the need for another election held to accommodate the new structure.

#### **170217MN-Act04**

Judy Black is to make an inquiry at RJSC regarding implementation timelines for the approved Bylaw #1 and for requirements such as another election.

## **5. Nova East**

Judy Black noted a tentative agenda for consideration by the Nova East Committee had been forwarded by Dave Chapman.

Members of the Nova East Star Party Committee are as follows:

Co-Chair & Registration	Melody Hamilton
Co-Chair & Communications	Judy Black
Speaker Chair	Dave Chapman
T-Shirt Design	John Read
BBQ	Paul Grey
Website	Irene Moore
Finance	Jim Millar
Member at Large	Chris Young

### **170217MN-Act05**

Paul Grey is to set up a distribution list for the Nova East Star Party Committee.

Paul Gray, supported by Melody Hamilton, suggested the theme be some aspect of the Moon that will be in 1st quarter that week-end. It was suggested that Gary Seronik, editor of SkyNews and a "lunatic", be brought in as the keynote speaker for the star party to address some aspect of the moon. Members were certain Dave Chapman could also be encouraged to provide a session as well regarding the Mi'kmaq Moons. Paul Heath was willing to forego the children's solar system walk for a hands-on children's workshop on crater impacts. The planets with moons showing in the sky at that time could also be a topic for a presenter. There should be an increased budget for door prizes. John Read suggested the Committee investigate B&H Photos that also sells refurbished telescopes.

Discussion will continue at the first meeting of the Committee.

Paul Grey left the meeting. Judy Black assumed the Chair.

## **6. Communications Strategy 2017**

Judy Black reminded members that a Communications Strategy had been developed by Dave Chapman in the past year. She noted that this document should be revisited to ensure Councilors know their responsibilities and the timelines for any of the communications with the Board, RASC-HC members or the public. The plan devised last year should be reviewed to ensure currency and to develop the strategy a little further. John Read noted that the plan should include a mechanism for reporting completed responsibilities, and suggested we consider workflow software. She asked for two members to join her in the review. Melody Hamilton and Tony Schellinck volunteered.

## **7. Access to "Secure" RASC site**

Judy Black noted that in the past there were certain members of Council who had access to the "secure" RASC site. The secure site provided access to required reports, membership lists, grace period members, and other aspects of our Centre's reports (from and to RASC). With a turnover in Council members, she asked which positions on Council *should* have access. It was decided that the President, Secretary, Treasurer, Nova Notes Editor and Pat Kelly should be the ones with access. A new password will have to be decided.

## **8. Update re Purchase of Parallelogram Mount for the Thurlow Binoculars**

The parallelogram mount had been ordered by Chris Young. News of its arrival has not been received.

## **NEW BUSINESS**

### **9. RASC Halifax Centre Meeting with Keji Staff**

Deferred to March 17, 2017 Council meeting.

### **10. Insurance Coverage at Outreach Events**

In early February, Tiny Schellinck inquired via email about insurance coverage at outreach events; responses were received from Paul Heath and Pat Kelly. Clarity regarding who was covered by the insurance and the notification process was required.

**170217MN-Act06**

Pat Kelly will contact RASC to obtain clarification of the insurance coverage and the process of notifying RASC of our Centre's events.

Judy Black noted that there was a page on the RSC website where all outreach events are supposed to be entered. Pat Kelly noted that a summary document was usually provided to RASC in lieu of individual event documentation.

**170217MN-Act07**

Judy Black will contact RASC to enquire about entering individual outreach events versus a compiled list as provided in the past.

**11. Saltscapes**

Due to lack of time, this was deferred to the March 17, 2017 Council meeting.

**12. RASC 2018 Cultural Connections**

Due to lack of time, this was deferred to the March 17, 2017 Council meeting.

**13. Adjournment**

**1670217MN – Mot04**

It was moved by Jim Millar to adjourn the meeting.

Meeting adjourned at 7:26 PM.

Respectfully Submitted,

Judy Black  
Secretary