



RASC Halifax Centre Board of Directors Meeting
 Tuesday, September 7, 2021: 7:00 PM – 9:00 PM
 Via Zoom - Meeting ID 919 6772 0268

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents / Notes
7:00 PM	1. Welcome & Introductions <ul style="list-style-type: none"> • Approval of Agenda • Review Action List • Approval of Previous Minutes of Meeting 	Information Approval	Patrick Kelly	Pre-circulated: Agenda: September 7, 2021 Minutes: June 1, 2021
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2021 Meeting date confirmation & approval b. Confirm Members' Meeting agenda c. Zoom/SMU Bookings d. Guest Speakers & Ideas for Future Presentations 	Ongoing Discussion Approval	Patrick Kelly	Refer to Agenda Note #1
	3. Report from National Council Representative	Information Discussion	Judy Black Patrick Kelly	<i>n/a</i>
	4. Education & Public Outreach (EPO) <ul style="list-style-type: none"> • Outreach Requests (if applicable) • Inreach/Education Sessions <ul style="list-style-type: none"> o InOMN (Oct 16/21) 	Discussion Decision	Paul Heath	<i>n/a</i>
	5. RASC Halifax Centre Website	Discussion Decision	Judy Black	<i>n/a</i>
	6. Financial Update	Discussion Decision	Gregg Dill	<i>n/a</i>
UPDATES / REPORTS				
	7. SCO <ul style="list-style-type: none"> • Upgrade Status 	Discussion Decision	John Liddard Gregg Dill	<i>n/a</i>
	8. Member Survey - Results	Discussion Decision	Judy Black	
GOVERNANCE				
	11. SCO Use Guidelines			
NEW BUSINESS				
	12. SCO USE Guideline Approval	Information Discussion	Patrick Kelly	Refer to Agenda Note #2
9:00 PM	Adjournment (Next meeting: June 1, 2021)			

RASC, Halifax Centre – Members’ Meeting

Saturday, September 11, 2021: 1:00 PM – 5:00 PM

Via Zoom – Webinar ID 952 1783 7575

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions <ul style="list-style-type: none">- Photo Montage- 2021 Calendars & ETU Guides for sale	Judy Black Paul Gray
1:10 PM	1. Main Presentation: <i>David Hoskin – Comet NEOWISE</i>	David Hoskin
2:10 PM	2. Presentation <i>Chris Young – Astronomy Lore</i>	Chris Young
2:35 PM	3. Outreach / Inreach Opportunities <ul style="list-style-type: none">• Requests Received• Food for the Soul	Paul Heath
2:55 PM	4. What’s Up? (September)	Dave Chapman
3:20 PM	5. Members’ Question Period	Various
3:45 PM	6. News from the Board	Judy Black
4:00 PM	7. Adjournment	
4:00 PM – 5:00 PM	<i>Astro-Chat</i>	

* Times are for Board of Director information only and for informing presenters of the length of their presentations; they will not be published on the Halifax Centre website. Times will be adjusted for each meeting.

Halifax Centre Board of Directors - Minutes of Meeting

September 7, 2021 - 7:00 PM – 9:00 PM

held via Zoom Meeting ID 919 6772 0268

Present: Mary Lou Whitehorne, Peter Hurley, Pat Kelly, David Hoskin, Kathy Walker, Matt Dyer, John Liddard (joined at 7:50pm)

Regrets: Judy Black, Tim Doucette, Gregg Dill, Wayne Harasimovitch, Paul Heath, Lisa Ann Fanning

1. Welcome & Introductions

Pat Kelly called the meeting to order at 7:03 pm and welcomed members.

The meeting agenda was reviewed. There had been several issues discussed by the Board by email since the last meeting: the number of SkyNews magazine copies that the Centre should be receiving for outreach purposes; the number of RASC calendars we wanted to pick up from the printer; the cost of shipping a calendar into the US. These were added as item 10 under New Business.

210907MN-Mot01

It was moved by Kathy Walker and seconded by David Hoskin to approve the September 7, 2021 Board of Directors Meeting agenda, as amended.
CARRIED.

The Action Lists were reviewed.

From January 2020

Action 5: Open.

From September 10, 2020

Action 5: Closed. No longer required as the NS Power inspector approved the present installation.

From January 7, 2021

Action 7: Open.

From April 27, 2021

Action 4: Closed.

Action 7: Closed.

From June 1, 2021

Action 1: Open. Members were notified by email on June 4 and at the Members meeting on June 5. As a result of a problem with the new RASC system, Pat was unable to update the Announcement list, and a follow-up reminder was not sent out. Mary Lou asked about a weblink in the most recent RASC Newsletter and there was some discussion.

210907MN-Act01

Pat Kelly to investigate the appearance of the weblink in the RASC Newsletter.

Action 2: Open.

Action 3: Closed.

Action 4,5: Closed

Action 6: Closed. Peter, on behalf of Judy and the rest of the Board, thanked Kathy and David for their ongoing work in updating the SCO Guidelines.

Action 7: Closed. \$700-\$800 to connect power to the Storage Building.

Action 8: Closed. Fee changes in place as of June 4, 2021.

Action 9-11: Closed.

The minutes of the June 1, 2021 Board of Directors meeting had been circulated by email by Peter on September 5, 2021. No changes were proposed.

210907MN-Mot02

It was moved by Matt Dyer and seconded by David Hoskin to approve the June 1, 2021 Board of Directors Meeting minutes, as tabled.

CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

a) 2021 Meeting date confirmation and approval

Pat pointed out that the agreed meeting dates for the remainder of the year are listed in Agenda Note #1.

b) Confirm Members' Meeting agenda

Pat reviewed the September 11, 2021 Members' meeting agenda. He noted he would be chairing the meeting in place of Judy Black, who would be away. Pat indicated he had already circulated the meeting agenda to the Centre Announce List but all in attendance reported they had not received it.

210907MN-Act02

Peter Hurley to revise the agenda for the September 11, 2021 Members' meeting to indicate the change in meeting chair before circulating it to the Halifax Centre Announce List.

210907MN-Act03

Pat Kelly to check with Paul Gray if he will have a Photo Montage for the September 11, 2021 Members' meeting.

210907MN-Act04

Pat Kelly to check with Paul Heath if he has a Food for the Soul poem for the September 11, 2021 Members' meeting.

210907MN-Act05

Pat Kelly to check why his recent postings to the Centre Announce List haven't been received.

c) Zoom/SMU Bookings

There was discussion of the present COVID-19 situation in Nova Scotia and it was agreed we would wait for the provincial Stage 5 to be implemented before contacting SMU regarding meeting space in the fall.

d) Guest Speakers and Ideas for Future Presentations

Peter indicated we were waiting to hear from Tim Doucette regarding presentations from Dr. Leslie Rogers and Dr. Sarah Seager. Pat volunteered to put together a presentation for either the October or November Members' meeting if either of them wasn't available.

210907MN-Act06

Pat Kelly to contact Tim Doucette to check on availability of Leslie Rogers and Sara Seager as guest speakers.

210907MN-Act07

Pat Kelly to check with Kaja Rotermund and Nicole Mortillaro about their availability as guest speakers.

There was some discussion about the suggested topic of Perseverance/Gateway/Artemis program updates. Pat suggested perhaps Randy Atwood or Chris Gainer might be possible speakers to address these. Mary Lou suggested that we might volunteer a Halifax Centre member to prepare a presentation on this topic.

210907MN-Act08

Pat Kelly to check with Randy Atwood or Chris Gainer about a presentation about NASA programs.

210907MN-Act09

Pat Kelly to follow up on finding a volunteer from Halifax Centre to make a presentation on NASA programs.

3. Report from National Council Representative

Pat indicated that there was nothing to report. He hadn't taken notes from the last meeting and minutes hadn't been distributed yet.

4. Education and Public Outreach

Paul Heath wasn't in attendance to report about Outreach requests received. Peter indicated he had approached the Discovery Centre about a possible International Observe the Moon Night (InOMN) collaboration with them, but they had indicated they didn't have the staff to put toward something at this time. There was discussion of whether we might or should put something together on our own, and where we might do this. It was agreed we would wait until the next Board meeting on September 28, 2021 when we would have a better idea of what the COVID situation might be on October 16, 2021, and there would still be the Members' meeting on October 2, 2021 to call for volunteers, if we did choose to proceed.

5. RASC Halifax Centre Website

Judy Black wasn't in attendance and there was no update on the Centre website.

6. Financial Update

Gregg Dill wasn't in attendance and there was no financial update.

UPDATES/REPORTS

7. SCO

John Liddard wasn't present when we got to this agenda item. Pat suggested we come back to it when John was able to join the call. We returned to this agenda item after John had joined the meeting.

John reported that he had been out to SCO about a month ago to check on things and noticed that the GFI plug in the southwest corner of the roll off had failed. He had since purchased a replacement and intended to replace the failed GFI. If it fails again, that would indicate that there is an issue with the plug location and exposure to the elements rather than it just being a bad GFI, then we will have to replace the plug with a GFI breaker in the power panel. This would cost more but would be a more permanent solution.

John reported that the green felt-like material on the floor of the roll off is starting to lift off and makes cleaning the roll off floor very difficult. He proposed removing the floor covering. It was agreed that he should proceed.

John reminded us that the other remaining SCO issues were running power to the storage building/washroom and removing the propane heater and installing an electric heater in the warm room. The earlier estimate to run power to the storage building/bathroom had been \$700-\$800. We don't have a price to install the electric heater although we do have the heater purchased. And we don't know what the SCO budget balance. John agreed to get new cost estimates from the electrician and then to contact Gregg for an update on the SCO budget so we can decide whether to proceed at this time.

John also reported that he had given a SCO orientation to Bob Russell and given him a SCO key.

210907MN-Act010

John Liddard to get a price quote to have the propane furnace and tank removed and the electric heater installed in the warm room.

8. Member Survey Results

Pat indicated there was no update on the Member Survey. The survey distribution had been set up by Jenna Hinds at National office using their SurveyMonkey account and members were notified by Judy in an email distributed on June 4, 2021 and again at the Members' meeting on June 5, 2021. Fifteen responses were received. It was intended that Pat would send out a second reminder to Centre members via the Centre Announce List, but when he tried to update the mailing list from the new membership database, he was unsuccessful. He was still waiting to hear that the problem with the database had been fixed. Pat agreed to include mention of the situation at the Members' meeting on Saturday under News from the Board.

It was noted at this point that the Agenda item numbering jumped from 8 to 11. And that SCO Use Guidelines was on the Agenda as item 11 and 12. The agenda will be renumbered and then reflected in the minutes.

GOVERNANCE

9. SCO Use Guidelines

Pat indicated that steps taken since the last Board meeting on June 1, 2021 were summarized in Agenda Note #2. The current Guidelines were approved by the Board by email. There was nothing since, we are still in Phase 4 and the current Guidelines are still appropriate. Kathy indicated that she was waiting to see what was announced regarding Phase 5 and that she and David would draft and circulate appropriate changes by email when that happened.

NEW BUSINESS

10. SkyNews magazine and RASC Calendars

During preparation for Kejimikujik Dark-Sky Weekend, Paul Heath had indicated that he had been receiving 50 complementary copies of SkyNews magazine for Outreach purposes, but due to COVID-19 restrictions, there had been little opportunity to distribute them, and he was running out of space to store them. During DSW and afterward, there were discussions about how to resolve this and there was a suggestion that Paul only needed to keep copies of the most recent year. Peter had taken copies from 2020 to Keshen Goodman Public Library to be put on the free book table but copies from previous years were put out for recycling. There had also been discussion by email whether we should reduce the number of SkyNews copies that we received from the printer/National office to 20 per issue until COVID restrictions were relaxed and our Outreach activities increased again.

210907MN-Mot03

It was moved by David Hoskin and seconded by Matt Dyer to reduce the number of Outreach copies of SkyNews magazine to 20 per issue until our Outreach activities increased again.
CARRIED.

210907MN-Act11

Pat Kelly to communicate to RASC National office that we want to temporarily reduce the number of copies of SkyNews we receive from 50 to 20 per issue, and to copy this to Paul Heath.

Also in the preceding week, there had been an email discussion by the Board of the number of RASC calendars we should pick up from the printer to sell directly from the Centre. Last year, we had picked up 50 copies and likely because there were no face-to-face meetings, there are still 15 unsold calendars. It had been agreed by email that this year we would only pick up 30 copies from the printer. This was for information only; no further action or motion is required.

There had been a question around this of the price of ordering a copy of the 2022 RASC calendar from the Centre to be mailed to the USA compared to purchasing a copy from the National office. Pat tried to sign onto the National website to determine the cost but was unable to get the information. Peter agreed to contact National office directly.

210907MN-Act012

Peter Hurley to determine from RASC National office the cost of purchasing a 2022 RASC calendar and having it shipped to the USA.

Adjournment

There being no further business, Pat adjourned the meeting. He pointed out that the next Board meeting is scheduled for September 28, 2021, not June 1, 2021 as indicated in the Agenda.

Adjournment at 8:16 pm.

Respectfully Submitted,
Peter Hurley, Secretary

ACTION LIST (as of September 7, 2021):

From January 2020		
200111MN-Act05	Gregg Dill and John Liddard will establish the value of capital equipment when the inventory is complete.	Open
From January 7, 2021		
210107MN-Act07	Gregg Dill to submit annual requirements to NS RJSC.	Open
From June 1, 2021		
210601MN-Act01	Judy Black to arrange for distribution of Members' survey on June 4, due back on June 15.	Open

210601MN-Act02	Judy Black to contact Phil Goff to indicate that Halifax Centre will continue to use its own discussion list for Centre communication and request that they inactivate the Halifax Centre forum on the National site.	Open
From September 7, 2021		
210907MN-Act01	Pat Kelly to investigate the appearance of the weblink in the RASC Newsletter.	Open
210907MN-Act02	Peter Hurley to revise the agenda for the September 11, 2021 Members' meeting to indicate the change in meeting chair before circulating it to the Halifax Centre Announce List.	Open
210907MN-Act03	Pat Kelly to check with Paul Gray if he will have a Photo Montage for the September 11, 2021 Members' meeting.	Open
210907MN-Act04	Pat Kelly to check with Paul Heath if he has a Food for the Soul poem for the September 11, 2021 Members' meeting.	Open
210907MN-Act05	Pat Kelly to check why his recent postings to the Centre Announce List haven't been received.	Open
210907MN-Act06	Pat Kelly to contact Tim Doucette to check on availability of Leslie Rogers and Sara Seager as guest speakers.	Open
210907MN-Act07	Pat Kelly to check with Kaja Rotermund and Nicole Mortillaro about their availability as guest speakers.	Open
210907MN-Act08	Pat Kelly to check with Randy Atwood or Chris Gainer about a presentation about NASA programs.	Open
210907MN-Act09	Pat Kelly to follow up on finding a volunteer from Halifax Centre to make a presentation on NASA programs.	Open
210907MN-Act10	John Liddard to get a price quote to have the propane furnace and tank removed and the electric heater installed in the warm room.	Open
210907MN-Act11	Pat Kelly to communicate to RASC National office that we want to temporarily reduce the number of copies of SkyNews we receive from 50 to 20 per issue, and to copy this to Paul Heath.	Open
210907MN-Act12	Peter Hurley to determine from RASC National office the cost of purchasing a 2022 RASC calendar and having it shipped to the USA.	Open

MOTION LIST (September 7, 2021):

210907MN-Mot01	It was moved by Kathy Walker and seconded by David Hoskin to approve the September 7, 2021 Board of Directors Meeting agenda, as amended. CARRIED.
210907MN-Mot02	It was moved by Matt Dyer and seconded by David Hoskin to approve the June 1, 2021 Board of Directors Meeting minutes, as tabled. CARRIED.
210907MN-Mot03	It was moved by David Hoskin and seconded by Matt Dyer to reduce the number of Outreach copies of SkyNews magazine to 20 per issue until our Outreach activities increased again. CARRIED.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
<p>Agenda Note #1 re: 2021 Meeting Dates</p>	<p>A) 2020 Approved Members Meeting Dates and Events Board Meeting dates were approved at the January 7, 2021 Board of Directors meeting. They have been posted on the RASC(HC) website. September 28 November 2 November 30</p> <p><u>Members' Meeting</u> dates were approved at the October 28, 2020 Board of Directors meetings. They have been posted on the RASC(HC) website. September 11 November 6 October 2 December 4 (AGM)</p> <p>B) Confirmed Speakers</p> <ul style="list-style-type: none"> • Sept 11: David Hoskin (Comet NEOWISE) + Chris Young (Astronomy Lore) • October 2: ?? + David Hoskin (Hydrogen Alpha Solar Imaging) • November 6: ?? + Chris Young (Astronomy Lore) • December 4: Dr. Phil Groff <p>C) Suggested Speakers Special Presentations:</p> <ul style="list-style-type: none"> ○ (Oct or Nov, or 2022) Dr. Leslie Rogers & Sara Seager ○ (Fall) Kaja Rotermund (formation of a high-redshift galaxy cluster) ○ Nicole Mortillaro ○ ??? Someone to address Perseverance, Gateway and Artemis
<p>Agenda Note #2 re: SCO Use Guideline Approval</p>	<p>June 4, 2021: SCO Task Team formed to review the guidelines as provincial health department restrictions evolved over the summer – Kathy Walker, David Hoskin, Judy Black (ex officio)</p> <p>June 15, 2021: Draft revisions of the Guidelines were sent to the Board via email with a 24-hour turn around for comment and approval. Majority voted to the revisions that would come in effect on June 16.</p> <p>June 16, 2021: Members informed of the changed Guidelines via the Announce list. Revised Guidelines posted on the RASC Halifax Centre website.</p>