



RASC Halifax Centre Board of Directors Meeting

Tuesday, January 4, 2022: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 823 3950 6462

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	Judy Black	Pre-circulated: Agenda: January 4, 2022 Minutes: Nov 30, 2021
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2022 Member's Meeting Date Confirmation and Format b. Confirm Member's Meeting agenda c. Zoom/SMU Bookings d. Guest Speakers & Ideas for Future Presentations 	Ongoing Discussion Approval	Judy Black	Refer to Agenda Notes #1: 2022 Member Meeting Dates & Speakers Refer to Agenda Notes #2: Approval of 2022 Board of Directors Meeting Dates
	3. Report from National Council Representative	Information Discussion	Judy Black	Refer to Agenda Notes #3: National Council Report Next NC Meeting: March 6, 2022
	4. Education & Public Outreach (EPO) <ul style="list-style-type: none"> • Outreach Requests (if applicable) 	Discussion Decision	Paul Heath	n/a
	5. RASC Halifax Centre Website & YouTube	Discussion Decision	Judy Black	Refer to Agenda Note #4
	6. Financial Update	Discussion Decision	Gregg Dill	n/a
UPDATES / REPORTS				
	7. Member Survey <ul style="list-style-type: none"> • Results 	Discussion Decision	Judy Black Pat Kelly	Pre-circulated to members
	8. SCO <ul style="list-style-type: none"> • Upgrade Status • Update: Astrophoto Fundraising • External Funding • Update: Snapping Turtle Protection 	Discussion Decision	John Liddard Gregg Dill Judy Black	n/a
GOVERNANCE				
	9. 2022 Appointments	Information Discussion	Peter Hurley	Refer to Agenda Note #5
	10. Policy review re Election and Nomination Process	Information Discussion	Judy Black	n/a
NEW BUSINESS				
	11.	Information Discussion		n/a

9:00 PM	Adjournment (Next meeting: Feb. 1, 2022)			
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RASC, Halifax Centre – Member’s Meeting

Saturday, January 8, 2021 – 1:00 PM – 5:00 PM

Via Zoom – Meeting ID 868 9238 2245

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions Photo Montage	Judy Black Paul Gray
1:15 PM	Presentations: <i>Blair MacDonald</i> <i>Chris Young</i>	Blair MacDonald Chris Young
2:45 PM	Food for the Soul	Paul Heath
2:55 PM	What’s Up? (January)	David Hoskin
3:30 PM	News from the Board	Judy Black
4:00 PM	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

January 4, 2022 - 7:00 PM – 9:00 PM

held via Zoom Meeting ID 823 3950 6462

Present: Judy Black, Peter Hurley, Jaime Whynot, Matt Dyer, Lisa Ann Fanning, Mary Lou Whitehorne, Gregg Dill, David Hoskin

Regrets: Kathy Walker, John Liddard, Paul Heath, Tim Doucette, Pat Kelly

1. Welcome & Introductions

Judy called the meeting to order at 7:03 pm and welcomed members, in particular our new Board member Jaime.

The meeting agenda was reviewed. Judy indicated that, under item 2, we needed to confirm Board meeting dates and times for 2022. There were no other changes or additions proposed to the agenda.

220140MN-Mot01

It was moved by Gregg Dill and seconded by Matt Dyer to approve the January 04, 2022, Board of Directors meeting agenda, as amended.

CARRIED.

The Action Lists were reviewed.

From June 1, 2021

Action 2: Open.

From September 28, 2021

Action 6: Open.

From November 2, 2021

Action 1, 3, 6, 12: Open.

Board of Directors Meeting: 04 January 2022

Action 11: Closed.

From November 30, 2021

Action 1-2: Closed.

Action 3-4: Open.

Action 5-10: Closed.

Action 11: Open.

The minutes of the November 30, 2021, Board of Directors meeting had been circulated by email by Peter on December 29, 2021. No changes were proposed.

220104MN-Mot02

It was moved by David Hoskin and seconded by Jaime Whynot to approve the November 30, 2021, Board of Directors meeting minutes, as tabled.

CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

a) 2021 Meeting date confirmation and approval

Judy pointed out that the 2022 Member's meeting dates are listed in Agenda Note #1 and that they had been approved at our November 30, 2021 Board meeting. She suggested that meeting dates might change once we return to in-person meetings at SMU.

b) Confirm Member's Meeting agenda

The next Member's meeting date is January 8, 2022. The draft agenda for the Member's meeting was attached to tonight's Board meeting agenda. There was discussion of whether Paul Gray would continue to do the *Photo Montage* or whether we should find a new person. Paul Heath wasn't present to confirm that he would have a poem for *Food for the Soul*. David confirmed that the *What's Up* presentation was prepared.

c) Zoom/SMU Bookings

There has been no change with respect to meeting space at SMU.

d) Guest Speakers and Ideas for Future Presentations

Suggested speakers are also listed in Agenda Note #1. We still don't have a confirmed date from Randy Atwood. As Mary Lou will be introducing Dr. Jennifer West at the February meeting, she will contact her for a bio.

220104MN-Act01

Mary Lou Whitehorne to contact Dr. Jennifer West to get a bio from her.

Gregg suggested that a presentation on the types and qualities of glass used in astronomical instruments would be of interest, and others agreed.

220104MN-Act02

Gregg Dill to provide Judy with wording for the topic on glass used in astronomy instruments.

Mary Lou suggested Marchin Sawicki might be able to make an interesting presentation on NIRISS (Near InfraRed Imager and Slitless Spectrograph) camera on the James Webb Space Telescope.

220104MN-Act03

Mary Lou Whitehorne to contact Marchin Sawicki to determine if he would make a presentation at the November or December Member's meeting.

There was discussion of who might be an appropriate presenter to speak on the history of RASC.

220104MN-Act04

Judy Black to contact Peter Jedicke to determine if he would make a presentation on the history of RASC at a Member's meeting.

Jaime indicated that Tuesday evening is a good evening for her to attend Board meetings.

220104MN-Mot03

It was moved by David Hoskin and seconded by Gregg Dill to approve the Board of Directors meeting dates as presented in Agenda Note #2.

3. Report from National Council (NC) Representative

Judy indicated that her report from the National Council meeting on December 5, 2021 was included as Agenda Note #3. The item regarding the ramifications of a RASC Centre member ceasing to be a member at the Society level was brought to members' attention. The NC requested that Centres discuss this to determine if they agree. Our Bylaw #1 seems to be in line with this. The question was asked about the opposite situation arising, i.e., if a member was ejected from a Centre, did they then become an unattached member. Robyn Foret suggested to Judy that if a Centre felt that an ejected Centre member should cease to be a Society member, then they should make a case to NC and send supporting documentation. Judy indicated that the Centre Governance Committee would review our Bylaws.

220104MN-Act05

The Governance Review Committee will review G11: Policies regarding RASC Halifax Centre Membership and Conflict Resolution to ensure compliance with RASC revised policies

Other news from the NC meeting were that there was further work being done to address duty of care issues for volunteer screening. Judy is the Halifax Centre representative on the future GA task team and Paul Gray is the Centre representative on the 2024 Solar Eclipse task team.

4. Education and Public Outreach

Paul wasn't present so there was nothing to report.

5. RASC Halifax Centre Website

Judy indicated that changes made to the website were listed in Agenda Note #4. In addition, she had added the title of Chris Young's presentation to the Member's meeting agenda.

6. Financial Update

Gregg reported that the Centre has approximately \$6600 in the bank, and that we have sold 22 calendars and 8 astroimages for the SCO upgrade fund. Gregg has no idea of expenses because he is unable to obtain financial reports from the National office. There was considerable discussion to identify the problem was with no resolution. Gregg reported that he had received an email from John Liddard asking him to get Superior to fill the propane tank and he indicated he would ask again about them buying back propane remaining in the tank when we decided to switch to the electric heater and have the propane furnace and tank removed.

220104MN-Act06

Gregg Dill to contact Superior Propane requesting a refill and to inquire about buy-back of unused fuel should SCO go fully electric.

Gregg reported that he had also not received an invoice from SkyNews for the magazines shipped to Paul, and he hasn't received an invoice for the calendars we received from the printer. He has paid ClearSkyChart for another year subscription of forecasts for the SCO location.

UPDATES/REPORTS

7. Membership Survey Results

Judy reminded Board members that the survey had been sent out on June 16, 2021 and again on November 8, 2021. There had been 24 unique responses, based on responder IP addresses. The summarized results were sent out by email by Peter on December 29, 2021.

The members requested more sessions on visual observing (by amateur observers; drawings and short talks on observing), equipment and the various accessories, less technical talks, and talks on the RASC and other robotic telescopes.

Members also requested a return to in-person meetings which led to a discussion of how we might move from Member's meetings using Zoom back to in-person meetings that would include the use of Zoom, YouTube or some other mechanism to enable participation of members that do not to travel to the in-person meeting. The capability of recording the meetings was also a requirement. It was agreed that a committee should be formed to make recommendations to the Board on how to make this all happen. Suggested committee members were Bob Russell, Dave Lane, Tony Schellinck, Gary Welch, Jerry Black, Blair MacDonald and Art Cole. Mary Lou suggested that contacting Rob Thacker at SMU might help with access to the SMU group that managed the Zoom presentation of the MacLennan Memorial lecture in 2021.

220104MN-Act07

Judy Black to approach potential members of a committee to make recommendations to the Board on incorporating Zoom into in-person Member's meetings held at SMU.

8. SCO

- **Upgrade Status**

John wasn't present to provide an update.

- **Astrophoto Fundraising**

Greg reported that 8 photos have been purchased.

- **External Funding**

Judy explained again that she had learned one Centre uses an arrangement with a local casino to generate income. While that option wasn't available to us, she reminded us that we needed to raise at least \$800 to complete the SCO upgrade, without considering the wish list of further improvements. The idea of a user fee for SCO users was raised again. Judy asked if there were other funding opportunities such as community grants, and Matt indicated that he was aware of something another group he was associated with had accessed. Judy asked Matt if he could look into details.

220104MN-Act08

Matt Dyer to explore HRM community grants that we might access to help fund the SCO upgrade completion.

- **Snapping Turtle Protection**

John wasn't present and Peter indicated there was nothing new to report.

9. 2022 Appointments

Judy indicated that the list of nominations for appointed positions in 2022 was included as Agenda Note #5. It was agreed that the appointment of a chair for the Nova East Planning Committee could wait until the situation with respect to COVID-19 was more certain.

220104MN-Mot04

It was moved by David Hoskin and seconded by Gregg Dill to approve the list of nominations for appointed positions in 2022.
Carried.

10. Policy review re: Election and Nomination Process

Judy reminded us that Pat had identified a discrepancy at our last meeting between Bylaw #1 and the policy G6 Procedures Regarding Nominations, Elections and Appointments. She indicated the Governance committee had not had an opportunity to address this but would in February or March. There was also the matter regarding ejected members, raised by National office, to be considered.

220104MN-Act09

The Governance Review Committee will review Bylaw # 1 and G6: Procedures Regarding Nominations, Elections and Appointments to ensure agreement in intent and procedure.

Adjournment

There being no further business, Judy adjourned the meeting. She pointed out that the next Board meeting is scheduled for February 1, 2022.

Adjournment at 8:25 pm.

Respectfully Submitted,
Peter Hurley, Secretary

ACTION LIST (as of January 4, 2022):

From June 1, 2021		
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 28, 2021		
210928MN-Act06	Gregg Dill to verify that Superior Propane will buy back unused propane in the tank.	Open
From November 2, 2021		
211102MN-Act01	John Liddard , in consultation with Ian Anderson and Gregg Dill, to establish the value	Open

	of Halifax Centre capital equipment.	
211102MN-Act03	Peter Hurley to add review the power upgrade on the March 2022 Board meeting agenda.	Open
211102MN-Act06	Peter Hurley to provide John Liddard with contact information for the turtle conservation group in Nova Scotia.	Open
211102MN-Act12	Peter Hurley to contact staff at Discovery Centre to indicate that we have started to make plans for the 2024 solar eclipse and would be interested in collaborating with them again.	Open
From November 30, 2021		
211130MN-Act03	Pat Kelly to confirm a Member's Meeting presentation date with Randy Attwood.	Open
211130MN-Act04	Judy Black to determine when she had sent the email to National office about the Centre fee increase and then contact National office again to enquire why the Centre fee increase hasn't been implemented.	Open
211130MN-Act011	The Governance Committee to review the existing Centre Bylaws and Policies regarding elections to ensure there are no inconsistencies in processes.	Open
From January 4, 2022		
220104MN-Act01	Mary Lou Whitehorne to contact Dr. Jennifer West to get a bio from her.	Open
220104MN-Act02	Gregg Dill to provide Judy with wording for the topic on glass used in astronomy instruments.	Open
220104MN-Act03	Mary Lou Whitehorne to contact Marcin Sawicki to determine if he would make a presentation at the November or December Member's meeting.	Open
220104MN-Act04	Judy Black to contact Peter Jedicke to determine if he would make a presentation on the history of RASC at a Member's meeting.	Open
220104MN-Act05	The Governance Review Committee will review Bylaw #1 and G11: Policies regarding RASC Halifax Centre Membership and Conflict Resolution to ensure compliance with RASC revised policies.	Open
220104MN-Act06	Gregg Dill to contact Superior Propane requesting a refill and to inquire about buy-back of unused fuel should SCO go fully electric.	Open
220104MN-Act07	Judy Black to approach potential members of a committee to make recommendations to the Board on incorporating Zoom into in-person Member's meetings held at SMU.	Open
220104MN-Act08	Matt Dyer to explore HRM community grants that we might access to help fund the SCO upgrade completion.	Open
220104MN-Act09	The Governance Review Committee will review Bylaw # 1 and G6: Procedures Regarding Nominations, Elections and Appointments to ensure agreement in intent and procedure.	Open

MOTION LIST (January 4, 2022):

220104MN-Mot01	It was moved by Gregg Dill and seconded by Matt Dyer to approve the January 04, 2022, Board of Directors meeting agenda, as amended. CARRIED.
220104MN-Mot02	It was moved by David Hoskin and seconded by Jaime Whynot to approve the November 30, 2021, Board of Directors meeting minutes, as tabled. CARRIED.

220104MN-Mot03	It was moved by David Hoskin and seconded by Gregg Dill to approve the Board of Directors meeting dates as presented in Agenda Note #2. CARRIED.
220104MN-Mot04	It was moved by David Hoskin and seconded by Gregg Dill to approve the list of nominations for appointed positions in 2022. CARRIED.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
Agenda Note #1 re: 2022 Member Meeting Dates & Speakers	<p>A) 2022 Approved Member Meeting Dates and Events Members' Meeting dates were approved at the November 30, 2021, Board of Directors meetings. They have been posted on the RASC(HC) website.</p> <p>Members were asked at the December 2021 meeting to consider the format of our meetings, i.e., change in day of week and the time; use of Zoom, YouTube, etc., for livestream of meetings before and after meetings are conducted face-to-face again, etc.</p> <p>B) Confirmed Speakers</p> <ul style="list-style-type: none"> • January 8, 2022: Blair MacDonald (Pandemic Astrophotography) Chris Young (Astronomy Lore) • February 5, 2022: Dr. Jennifer West* (Magnetic Tunnel Project) *Research Associate, Dunlap Institute for Astronomy & Astrophysics, UoT Keegan Oickle (Youth Committee & Projects) Dave Chapman • March 5, 2022: David Shuman (NASA Missions) ?? Randy Attwood (2024 Total Eclipse) Chris Young (Astronomy Lore) • April 2, 2022 ?? Randy Attwood (2024 Total Eclipse) • May 7, 2022: ?? Randy Attwood (2024 Total Eclipse) • June 4, 2022: • September 10, 2022 (Labour Day = Sept 5) • October 1, 2022 (Thanksgiving = Oct 10) • November 5, 2022 • December 3, 2022 <p>C) Suggested Speakers Special Presentations:</p> <ul style="list-style-type: none"> ○ Dr. Leslie Rogers & Sara Seager ○ Kaja Rotermund (formation of a high-redshift galaxy cluster) ○ https://rasc.ca/find-speaker ○ Karim Jaffer (Montreal) re student research using RASC robotic Telescope ○ Dr. Samantha Lawler: New to the U of R and very busy rebuilding the astronomy program. She also has her core research and took on a leadership role in the StarLink issues and lobbying the federal government about it.
Agenda Note #2 re: Approval of 2022 Board of Directors Meeting Dates	<p>Approval of Meeting Dates, 2022 Member Meeting dates for 2022 were approved by the Board. However, Board meeting dates need to be reaffirmed by the newly elected Board. The following dates are all on Tuesday evenings unless otherwise noted.</p> <ul style="list-style-type: none"> • Jan 4 – approved by the Board in December 2021 • Feb 1 • March 1

	<ul style="list-style-type: none"> • March 29 • May 3 • May 31 • Sept 6 (Labour Day = Sept 5) • Sept 27 • Nov 1 • Nov 29
<p>Agenda Note #3 re: National Council Meeting Report (5 December 2021)</p>	<p>National Council Meeting Report (5 December 2021)</p> <p>Robyn Foret (RASC President) and I co-chaired the meeting. Alister Ling, Recording Secretary, has updated the format of the NC agenda and the meeting minutes. Here are the highlights.</p> <p>a) <i>Discussion needed:</i> RASC Board of Directors had debated the ramifications of a RASC Centre member ceasing to be a member at the Society level. The bylaw will be changed to indicate that if a member ceases to be a member at the Society level, they cease to be a member at the Centre level. The NC requested all Centres discuss this to determine if they agree. Refer to Halifax Centre Bylaw #1, Section 5.1 Membership, items 5.1.2 – 5.1.4. (https://halifax.rasc.ca/images/documents/bylaws.pdf). This change to the Bylaw #1 of the RASC was approved by the Board for immediate use but requires ratification by members at the next AGM. <i>NOTE:</i> I believe our bylaw already complies with the RASC proposed change.</p> <p>b) <i>Volunteer Screening/Security:</i> Education & Public Outreach (EPO) has drafted a document for approval by the RASC Board, which seems to address duty of care issues; it will be cross-referenced to the other two - Centre Manual document will address how to run an outreach event, and a one-pager for volunteers to reference. The latter two documents will be developed by Paul Sadler for review at the March 2022 meeting.</p> <p>c) <i>Future GA Task Team:</i> Membership has been determined. Judy Black is the Halifax Centre representative.</p> <p>d) <i>2024 Solar Eclipse Task Team:</i> Paul Gray is our Centre's representative on the team.</p>
<p>Agenda Note #4 re: Website Updates</p>	<p>Changed: Draft 2020 AGM minutes to approved 2020 AGM Minutes document. (https://halifax.rasc.ca/images/documents/minutes/2020_AGM_Minutes.pdf)</p> <p>Changed: "RASC Events" now reflects January 8, 2022, members meeting information Added: Approved member meeting dates on Activities page (https://halifax.rasc.ca/index.php/activities/rasc-events)</p> <p>Changed: Halifax Centre Astroimaging Contest and People's Choice Award – updated to reflect the winners of the 3 categories and People's Choice Award. (https://novaeast.rasc.ca/index.php/contest)</p> <p>Changed: Home Page link to the December 21/21 SCO Use Guidelines. (https://halifax.rasc.ca/images/documents/2021-12-21_Use_of_SCO_during_COVID-19.pdf)</p> <p>Changed: List of Centre Board of Directors (https://halifax.rasc.ca/index.php/contact-us). Dave Lane has been asked to change the email contact for Librarian and Observing Chair.</p>

**Agenda Note #5
re: Appointed
Positions**

This is the list being brought forward for Appointment by the 2022 Board of Directors as noted in the Nominating Committee Report at the AGM. Nomination for Auditor was accepted at the AGM.

Appointed Position	Name	# Terms Office held once Appointed
Honorary President	Mary Lou Whitehorne	In office until December 2023
National Council Representative	Judy Black	Year 2 of 5 possible
Co-Editors, Nova Notes	Lisa Ann Fanning John McPhee	Year 2 of 5 possible
Chair, Observing	David Hoskin	Year 1 of 5
Chair, Education & Public Outreach (EPO)	Paul Heath	Infinite number has and can be served
Librarian	Jerry Black	Year 1 of 5
SCO Manager	John Liddard	Year 3 of 5
Co-Chair, Dark-Sky Preserve (DSP) Committee	Tony Schellinck Peter Hurley	Year 1
Auditor	David Lane	Year 1
Chair, Governance Review Committee	Judy Black	Year 3
Chair, Nominating Committee	Peter Hurley	Year 3
Chair, Nova East Planning Committee	TBD when needed	

Policy G6: Procedures regarding Nominations, Elections and Appointments can be found on the RASC Halifax centre website (https://halifax.rasc.ca/images/documents/G6_Nominations_Elections.pdf).

Approved February 5, 2022