



## RASC Halifax Centre Board of Directors Meeting

Tuesday, November 29, 2022: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 864 8758 5481

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents / Notes
7:00 PM	1. Welcome & Introductions <ul style="list-style-type: none"> <li>Approval of Agenda</li> <li>Review Action List</li> <li>Approval of Previous Minutes of Meeting <i>(Deferred from Nov. 1, 2022)</i></li> </ul>	Information Approval	Judy Black	Pre-circulated: Agenda: November 29, 2022 Minutes for approval: <ul style="list-style-type: none"> <li>September 27, 2022</li> </ul> Notes of Meeting (approval not required) <ul style="list-style-type: none"> <li>November 1, 2022 (no quorum)</li> </ul>
<b>ONGOING ITEMS</b>				
	2. Upcoming Meeting Dates & Guest Speakers <ol style="list-style-type: none"> <li>2022/2023 Member's Meeting Date Confirmation and Format</li> <li>Confirm Member's Meeting agenda</li> <li>Zoom/SMU Bookings</li> <li>Guest Speakers &amp; Ideas for Future Presentations</li> </ol>	Ongoing Discussion Approval	Judy Black	<b>Refer to Agenda Notes #1: 2022 Member Meeting Dates &amp; Speakers</b>  <b>Refer to Agenda Notes #2: Proposed 2023 Member Meeting Dates &amp; Speakers, Zoom</b>  <b>Refer to Agenda Notes #3: Proposed 2023 Board of Directors Meeting Dates</b>
	3. Report from National Council Representative	Information Decision	Judy Black	<i>n/a – Next meeting – December 4, 2022</i>  <b>Refer to Agenda Notes #4: BUG reports</b>
	4. RASC Halifax Centre Website & YouTube	Information	Judy Black	<b>Refer to Agenda Notes #5: AGM Minutes on website</b>
	5. Financial Update <i>Deferred from Nov. 1, 2022</i>	Information Discussion	Gregg Dill	<i>n/a</i>
	6. Recruitment <i>Deferred from Nov. 1, 2022</i>	Discussion Decision	Peter Hurley	<i>n/a</i>
	7. Education & Public Outreach (EPO) <ul style="list-style-type: none"> <li>Outreach Requests</li> <li>GLP Usage: Training, RASC Report</li> </ul>	Discussion Decision	David Hoskin  Judy Black	<b>Refer to Agenda Notes #6: GLP Usage &amp; Training</b>
<b>GOVERNANCE</b>				
	8. AGM (December 3, 2022)	Discussion Information	Judy Black	<b>Refer to Agenda Notes #7: AGM</b> Board and Committee Annual reports required by November 13, 2022 <ul style="list-style-type: none"> <li>Judy: President, NEPC, NC</li> <li>Pat: VP</li> <li>Peter: Secretary, DSP, Nominating Committee</li> <li>Gregg: Audited financial statement</li> <li>David: EPO, Observing</li> <li>Lisa Ann: Nova Notes</li> <li>Jerry: Library</li> </ul>
	9. Nominating Committee	Information Discussion	Peter Hurley	<i>n/a</i>
	10. Policy Changes: <ol style="list-style-type: none"> <li>Terms of Reference: Nova East Planning</li> </ol>	Discussion Approval	Judy Black	<b>Refer to Agenda Notes #8: NEPC ToR &amp; NN Editor</b>

	Committee <b>Deferred from Nov. 1, 2022</b> b- Position Description: Nova Notes Editor			
<b>UPDATES / REPORTS</b>				
	11. 2022 Astroimaging Contest	Information Decision	Judy Black	# of Submissions: 6 Wide-Field, 4 Deep-Sky, 2 Solar # of Imagers: 4
	12. SCO Updates	Information Discussion	John Liddard	n/a
	13. FINAL Report: 2022 Nova East (Aug 26-28) <b>Deferred from Nov. 1, 2022</b>	Information Approval	Judy Black	<b>Refer to Agenda Notes #9: NEPC Final Report</b>
	14. FINAL Report: Dark-Sky Weekend (Aug 26-28) <b>Deferred from Nov. 1, 2022</b>	Information Approval	Judy Black	n/a
<b>NEW BUSINESS</b>				
	15. Nominations for RASC Awards <b>CONFIDENTIAL</b>	Information Approval	Judy Black	Refer to attached documents
9:00 PM	Adjournment (Next meeting: <b>January 3, 2023</b> )			

## RASC, Halifax Centre – AGM & Members Meeting (Hybrid)

Saturday, December 3, 2021 – 1:00 PM – 5:00 PM

[Via Zoom – Meeting ID 848 4938 0821](#)

Time	Item
1:00 PM	<p><b>Annual General Meeting (AGM)</b></p> <ol style="list-style-type: none"> <li><b>1. Welcome &amp; Opening Remarks</b> <ol style="list-style-type: none"> <li>a. Approval of 2022 Agenda</li> <li>b. Approval of AGM Minutes (December 4, 2021)</li> <li>c. Appointment of Auditor for 2022-2023 Audit</li> </ol> </li> <li><b>2. Reports</b> <ol style="list-style-type: none"> <li>a. Q&amp;A regarding pre-circulated reports</li> <li>b. Approval of reports as presented (with any amendments) <ul style="list-style-type: none"> <li>• President – Judy Black</li> <li>• Vice-President – Pat Kelly</li> <li>• Secretary – Peter Hurley</li> <li>• Auditor – Dave Lane</li> <li>• Treasurer – Gregg Dill</li> <li>• National Council Representative – Judy Black</li> <li>• Dark-Sky Preserve Committee – Peter Hurley</li> <li>• Governance Committee – Judy Black</li> <li>• Librarian – Jerry Black</li> <li>• Nova Notes – Lisa Ann Fanning</li> <li>• Observing Chair – David Hoskin</li> <li>• Outreach Chair – David Hoskin</li> <li>• St. Croix Observatory (SCO) – John Liddard</li> </ul> </li> </ol> </li> <li><b>3. Call for Nominations and Election of 2023 Board of Directors</b> <ol style="list-style-type: none"> <li>a. Nominating Committee Report – Peter Hurley <ul style="list-style-type: none"> <li>• Nominations for Board of Directors</li> <li>• Elections for positions</li> </ul> </li> </ol> </li> </ol>
1:30 PM	<ol style="list-style-type: none"> <li><b>4. Call for Nominations for Appointed Positions</b> <ol style="list-style-type: none"> <li>a. Nominations for Appointed Positions – Peter Hurley</li> </ol> </li> <li><b>5. Adjournment of AGM</b></li> </ol>
1:30 PM	<b>Members' Meeting</b>

	1. Welcome & Introductions <ul style="list-style-type: none"> <li>• Photo Montage</li> <li>• 2023 Calendars &amp; ETU Guides for sale</li> </ul>	Information	Judy Black David Hoskin
	2. <b>Special Presentation:</b> <ul style="list-style-type: none"> <li>• <b><i>Tiffany Fields - Sharing the Burke-Gaffney Observatory locally and around the world</i></b></li> </ul>	Presentation	Tiffany Fields
	3. Presentation: Chris Young – Sky Lore	Presentation	Chris Young
	4. Food for the Soul	Information	Paul Heath
	5. What's Up in December?	Information	David Hoskin
	6. News Highlights	Information	Judy Black
4:00 PM	7. Adjournment		

## Halifax Centre Board of Directors - Minutes of Meeting November 29, 2022 - 7:00 PM – 9:00 PM

**Present:** Judy Black, Peter Hurley, Matt Dyer, David Hoskin, John Liddard, Mary Lou Whitehorne, Kathy Walker, Gregg Dill, Jaime Whynot Lisa Ann Fanning, Pat Kelly (joined at 7:45pm)

**Regrets:** Tim Doucette

### 1. Welcome & Introductions

Judy called the meeting to order at 7:01 pm and welcomed members to the last Board meeting of the year and her last Board meeting as President. The Meeting Agenda had been circulated by email by Peter on November 25, 2022. The agenda was reviewed, and no changes or additions were requested.

#### **221129MN-Mot01**

It was moved by Kathy Walker and seconded by David Hoskin to approve the November 29, 2022, Board of Directors meeting agenda, as circulated.  
CARRIED.

The Action List, which was attached to the minutes of the previous meeting, were reviewed.

From May 3, 2022

**Action 3:** Closed.

From September 6, 2022

**Action 1:** Open.

**Action 3:** Open.

From September 27, 2022

**Action 1-2:** Closed.

**Action 3:** Open.

**Action 4-8:** Closed.

From November 1, 2022

**Action 1:** Closed.

**Action 2:** Open.

**Action 3:** Closed.

The minutes of the September 27, 2022, Board of Directors meeting had been circulated by email by Peter on November 25, 2022. No changes or corrections had been suggested.

#### **221129MN-Mot02**

It was moved by David Hoskin and seconded by Jaime Whynot to approve the September 27, 2022, Board of Directors meeting minutes, as circulated.

CARRIED.

The report from the November 1, 2022 Board meeting, when there had not been a quorum, had also been circulated by email. These will also be added to the website with a note indicating that there had been a discussion but there had not been a quorum.

## **ONGOING ITEMS**

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

Upcoming meeting dates are summarized in Agenda Note #1. Judy reviewed speakers scheduled for the December 3 Members Meeting and the list of proposed speakers for meetings until May 2023. Judy suggested someone that had presented on the topic of Space Medicine at a recent MAG meeting as a potential speaker. She asked if others felt that 2 speakers per meeting wasn't too much and it was agreed that each presentation shouldn't last longer than 45 minutes including time for Q&A.

Proposed dates for Member meetings in 2023 are presented in Agenda Note #2. Judy pointed out that the dates are the first Saturday of each month, with the exception of September 9, to avoid Labour Day weekend and October 14 to avoid Thanksgiving weekend. She asked if the Board would approve the list. There was discussion about the long weekends, and it was agreed to avoid them. There was also a question whether the December date would conflict with the SMU exam schedule and the availability of room AT101.

#### **221129MN-Mot03**

It was moved by David Hoskin and seconded by Kathy Walker to approve the list of Members meeting dates for 2023, as discussed.

CARRIED.

Judy indicated there was also a question about the Centre Zoom account which is presently set up with the generic Centre President email address but her mailing address and her credit card for billing. She proposed that she discuss this with John Nangreaves and we would address it again in January, if necessary.

#### **221129MN-Act01**

Judy Black to discuss how to handle the RASC Halifax Centre Zoom account registration and payment with John Nangreaves.

Judy also raised the question of who might set up and host Board and Members meetings if John Nangreaves didn't want to do so. This was discussed and it was agreed that we would review this again at the January Board meeting.

#### **221129MN-Act02**

Judy Black to discuss hosting RASC Halifax Centre Board and Members meetings with John Nangreaves.

Proposed Board meeting dates are presented in Agenda Note #3, they are the Tuesday preceding the Members meeting dates just approved. Judy indicated that she had confirmed his availability on January 3, 2023 with John Nangreaves. The proposed list would need to be approved by the incoming Board at that January 3 meeting. There was discussion regarding the June meeting date, and it was agreed that it would be included on an "as necessary" basis.

Judy reminded Peter that he needs to confirm the availability of room AT101 with SMU administration.

#### **221129MN-Act03**

Peter Hurley to confirm the availability of room AT101 with SMU administration for Members meeting dates in 2023.

### **3. Report from National Council (NC) Representative**

Judy indicated that she had distributed to Board members and the Centre Announce list a Bug Report she received from Phil Groff, a weekly report to the National Executive of issues dealt with regarding the new Driven! system. She asked who should receive this report in the future, Board members or all Centre members, and how often. This was discussed and it was agreed that once a month to the Board was sufficient. Judy proposed to discuss with John Nangreaves if he wished to distribute this as President or her as National Council rep.

#### **221129MN-Act04**

Judy Black to discuss with John Nangreaves who would distribute to the RASC Halifax Centre Board the Driven! bug report that is sent weekly by Phil Groff to RASC Centre Presidents.

### **4. RASC Halifax Centre Website and YouTube Channel**

Judy indicated that the only changes to the Website had been updates as needed. She also reported that she has been compiling AGM information from archived editions of Nova Notes for eventual inclusion on our website to document our Centre history, and that she has encountered some difficulties. She indicated that she planned to only go back 10 years as a consequence. Mary Lou suggested that the RASC Journal might be a source of annual reports. There was discussion of information sources and how much effort should go into this initiative. Judy also reported that Jerry Black has been putting Nova Notes onto the Centre website; Judy has added the list of recipients of National Awards and Observing Certificates that Centre members have received.

### **5. Financial Update**

Gregg reported that the audit was underway with Dave Lane. He indicated that we pay \$240/year for a mailbox, that we only receive bank statements, and he suggested that we change that to a forward to the Secretary's mailing address to save the expense. It was agreed that Jaime and Gregg would explore the feasibility of doing this before the end of March mailbox renewal date and report back to the Board before then.

#### **221129MN-Act05**

Jaime Whynot and Gregg Dill to explore the consequences of changing the Centre mailing address from a post office mailbox to the Treasurer's mailing address.

#### **221129MN-Act06**

Peter Hurley to add the possible change of the RASC Halifax Centre mailing address on the January Board meeting agenda.

### **6. Recruitment**

Peter indicated there was nothing new to add at this time but that we should keep this item on the agenda in the future.

### **7. Observing & Education and Public Outreach**

David reported that he had received no new outreach requests. He had presented to a grade 6 class in Kings County. He also reported that he had set up a table at SMU at the McLennan lecture and that all the outreach material that he had placed on the table had been picked up. Perhaps this will result in some new members.

Judy referred members to Agenda Note #6 regarding Green Laser Pointer usage and training. The topic had been raised at a National Council meeting and she was seeking comments for input into a discussion on the topic at the NC meeting on December 4, 2022. There was considerable discussion about GLP usage and permitting and Judy agreed to get information about training.

#### **221129MN-Act07**

Judy Black to ask for information regarding training for Green Laser Pointer usage.

#### **221129MN-Act08**

Peter Hurley to put Green Laser Pointer usage and training on the January Board meeting agenda.

## **GOVERNANCE**

### **8. AGM**

Judy referred members to Agenda Note #7 regarding the use of social media to hold meetings. She had inquired to the NS Registry of Joint Stock Companies (RJSC) who had responded that they recommended we amend our bylaws specifically to include this. There was discussion of how to go about this and it was concluded that we would need to do this as a Special Members meeting but it could be done on a regular Members meeting and there was insufficient time (10 days required) to post an amendment before the AGM. There was a motion to cover use of Zoon at the AGM next weekend and it was agreed that amendment of Bylaw #1 would be added to a future Members meeting (not Jan 7, 2023, so no one would need to work on it over the holidays).

#### **221129MN-Mot04**

It was moved by David Hoskin and seconded by Kathy Walker that the December 3, 2023 Annual General meeting of the RASC Halifax Centre be held as a hybrid meeting allowing for in-person and virtual attendance.

CARRIED

#### **221129MN-Act09**

Peter Hurley to put amendment of Bylaw #1 to include use of social media to hold meetings on a future he Board meeting agenda (not January 2, 2023).

There was discussion of how voting would be conducted at the AGM. It was considered sufficient that we would remind those attending that only members could vote, that we would recognize who was a member and who was not, and that we would request use the "raise hand" feature in Zoom. The AGM agenda was reviewed, and no changes were requested. It was agreed that Reports would be pre-circulated and would not be presented again at the AGM; only questions would be entertained. The financial report and the report of the auditor (Dave Lane) would be the only exceptions. Any reports not available by the AGM would appear with other reports in the January/February edition of Nova Notes.

Greg indicated he had received an additional 30 RASC calendars in the mail from National Office. It was agreed that we had enough calendars and that he should return them.

### **9. Nominating Committee**

This had been covered during item #8 AGM discussions. An associated issue (listed under agenda item Policy Changes #10b, see agenda note #8.2) was a question raised by Lisa Anne about Nova Notes co-editors. Judy provided further explanation and pointed out the proposed motions 2 and 3 presented in Agenda Note #8.2.

#### **221129MN-Mot05**

It was moved by Kathy Walker and seconded by David Hoskin that the proposed amendments to *Policy PD7: Position Description (appointed) – Editor, Nova Notes* be approved as presented.

CARRIED.

#### **221129MN-Mot06**

It was moved by Jaime Whynot and seconded by Matt Dyer that the John McPhee be added as a nominee for appointment as the Nova Notes Co-Editor.

CARRIED.

#### **221129MN-Act010**

Judy Black to amend Policy PD7: Position Descriptions as agreed and update the Nominating Committee Report.

### **10. Policy Changes**

a) Terms of Reference Nova East Planning Committee

Judy referred members to Agenda Note #8.1 and requested that 3 amendments be made to the Terms of Reference Nova East Planning Committee, as requested by that Committee at their wrap-up meeting. She provided further explanation for the proposed amendments. There were no questions.

**221129MN-Mot07**

It was moved by David Hoskin and seconded by Jaime Whynot that the three amendments to the Nova East Planning Committee Terms of Reference be approved, as presented.  
CARRIED.

**221129MN-Act011**

Judy Black to make the agreed amendments to the Nova East Planning Committee Terms of Reference and post them on the RASC Halifax Centre website.

## **UPDATES / REPORTS**

### **11. 2022 Astroimaging Contest**

Judy indicated that only 4 persons had submitted images this year and that it wasn't considered fair to the process or to ask Atlantic Photo Supply for prizes and that the selection board had recommended that the Contest be cancelled. It was agreed that this was disappointing; however, the submitted images would be carried over to the contest next year, and that the names of those that had submitted images would be acknowledged when this was announced. It was also agreed that the contest guidelines should be amended to indicate that such an action may be taken in future.

**221129MN-Act012**

Judy Black to draft an amendment to the Astroimaging Contest Guidelines to indicate that the contest will be cancelled when insufficient imagers submit images to the contest.

### **12. SCO**

John provided an update on activities associated with SCO maintenance. He has been trying to rectify the situation with the propane furnace, and to get quotes regarding propane heater repairs so that it will light, installation of the electric heater, a GCFI breaker installed in the electrical panel, and to have a power line run to the storage room/ toilet building.

### **13. FINAL Report: 2022 Nova East**

Judy referred members to Agenda Note #9. The final report of the Nova East Planning Committee had been compiled with a draft financial statement and sent to all Board members as part of the pre-AGM package. The financial statement from Gregg indicates a profit of about \$1500, the first in a long time. This will be included in the updated pre-AGM package that will be sent to all members.

### **14. FINAL Report: Dark-Sky Weekend**

Peter indicated that the DSW portion of the Dark-Sky Preserve Committee Report had been completed but that the report of activities of the Committee for the year still required review.

## **NEW BUSINESS**

### **15. Nominations for RASC Awards**

Judy indicated that Dave Chapman had prepared nomination documents for three Centre members to be submitted for RASC Awards, two Service Awards and one for the Qilak Award. These documents had been circulated to Board members in confidence previously. It was agreed that all were well deserved, particularly the Qilak Award nomination, and that Dave should forward them all with the approval of the Board.

**221129MN-Mot08**

It was moved by David Hoskin and seconded by Peter Hurley that all three Award nominations receive full support from the RASC Halifax Centre Board.  
CARRIED.

**221129MN-Act013**

Judy Black to inform Dave Chapman of the support of the Board and ask him to submit the nominations to the RASC National Awards Committee.

### Adjournment

There being no further business, Judy adjourned the meeting at 8:47pm. She reminded us that the next meeting is scheduled for January 3, 2023.

Respectfully submitted,  
Peter Hurley, Secretary

### ACTION LIST (as of November 29, 2022):

<i>From September 6, 2022</i>		
220906MN-Act01	<b>Peter Hurley</b> and <b>Tim Doucette</b> to discuss light pollution abatement, where it best fits within the DSP Committee or as a separate entity, and report how best to go forward at the October Board meeting.	Open
220906MN-Act03	<b>Judy Black</b> to contact Dave Lane and Gregg Dill to organize the inventory of SCO equipment.	
<i>From September 27, 2022</i>		
220927MN-Act03	<b>Pat Kelly</b> to arrange to add Lisa Ann Fanning as an administrator of the RASC Halifax Centre Facebook page.	Open
<i>From November 1, 2022</i>		
221101MN-Act02	<b>John Liddard</b> to acquire price quotes for servicing the furnace and for acquiring an electrician's services for electrical heat installation.	Open
<i>From November 29, 2022</i>		
221129MN-Act01	<b>Judy Black</b> to discuss how to handle the RASC Halifax Centre Zoom account registration and payment with John Nangreaves.	Open
221129MN-Act02	<b>Judy Black</b> to discuss hosting RASC Halifax Centre Board and Members meetings with John Nangreaves.	Open
221129MN-Act03	<b>Peter Hurley</b> to confirm the availability of room AT101 with SMU administration for Members meeting dates in 2023.	Open
221129MN-Act04	<b>Judy Black</b> to discuss with John Nangreaves who would distribute to the RASC Halifax Centre Board the Driven! bug report that is sent weekly by Phil Groff to RASC Centre Presidents.	Open
221129MN-Act05	<b>Jaime Whynot</b> and <b>Gregg Dill</b> to explore the consequences of changing the Centre mailing address from a post office mailbox to the Treasurer's mailing address.	Open
221129MN-Act06	<b>Peter Hurley</b> to add the possible change of the RASC Halifax Centre mailing address on the January Board meeting agenda.	Open
221129MN-Act07	<b>Judy Black</b> to ask for information regarding training for Green Laser Pointer usage.	Open
221129MN-Act08	<b>Peter Hurley</b> to put Green Laser Pointer usage and training on the January Board meeting agenda.	Open



221129MN-Act09	<b>Peter Hurley</b> to put amendment of Bylaw #1 to include use of social media to hold meetings on a future he Board meeting agenda (not January 2, 2023).	Open
221129MN-Act10	<b>Judy Black</b> to amend Policy PD7: Position Descriptions as agreed and update the Nominating Committee Report.	Open
221129MN-Act11	<b>Judy Black</b> to make the agreed amendments to the Nova East Planning Committee Terms of Reference and post them on the RASC Halifax Centre website.	Open
221129MN-Act12	<b>Judy Black</b> to draft an amendment to the Astroimaging Contest Guidelines to indicate that the contest will be cancelled when insufficient imagers submit images to the contest.	Open
221129MN-Act13	<b>Judy Black</b> to inform Dave Chapman of the support of the Board and ask him to submit the nominations to the RASC National Awards Committee.	Open

#### MOTION LIST (November 29, 2022):

221129MN-Mot01	It was moved by Kathy Walker and seconded by David Hoskin to approve the November 29, 2022, Board of Directors meeting agenda, as circulated. CARRIED.
221129MN-Mot02	It was moved by David Hoskin and seconded by Jaime Whynot to approve the November 27, 2022, Board of Directors meeting minutes, as circulated. CARRIED.
221129MN-Mot03	It was moved by David Hoskin and seconded by Kathy Walker to approve the list of Members meeting dates for 2023, as discussed. CARRIED.
221129MN-Mot04	It was moved by David Hoskin and seconded by Kathy Walker that the December 3, 2023 Annual General meeting of the RASC Halifax Centre be held as a hybrid meeting allowing for in-person and virtual attendance. CARRIED.
221129MN-Mot05	It was moved by Kathy Walker and seconded by David Hoskin that the proposed amendments to <i>Policy PD7: Position Description (appointed) – Editor, Nova Notes</i> be approved as presented. CARRIED.
221129MN-Mot06	It was moved by Jaime Whynot and seconded by Matt Dyer that the John McPhee be added as a nominee for appointment as the Nova Notes Co-Editor. CARRIED.
221129MN-Mot07	It was moved by David Hoskin and seconded by Jaime Whynot that the three amendments to the Nova East Planning Committee Terms of Reference be approved, as presented. CARRIED.
221129MN-Mot08	It was moved by David Hoskin and seconded by Peter Hurley that all three Award nominations receive full support from the RASC Halifax Centre Board. CARRIED.

## AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
<p><b>Agenda Note #1 re: 2022 Member Meeting Dates &amp; Speakers</b></p>	<ul style="list-style-type: none"> <li>• <b>2022 Approved Member Meeting Dates and Events</b> Members' Meeting dates were approved at the November 30, 2021, Board of Directors meetings. They have been posted on the RASC(HC) website.</li> </ul> <p><b>NOTE:</b> We have space confirmed with SMU for the November and December meetings only.</p> <p><b>Confirmed Speakers</b></p> <ul style="list-style-type: none"> <li>• December 3, 2022 (+ AGM) (Hybrid meeting) Tiffany Field (BGO) Chris Young (Sky Lore)</li> <li>• January 7, 2023 (Hybrid meeting) Youth Day – Keegan Oickle, Silas Eastwood</li> </ul> <p><b>Proposed Meeting Speakers, 2023</b></p> <ul style="list-style-type: none"> <li>• February 4, 2023 – Hot and Cold               <ul style="list-style-type: none"> <li>○ <b>Tarek El Wazzi</b> – Astroimaging in Lebanon</li> <li>○ <b>Jeremy Kuzub</b> – Aurora Borealis</li> </ul> </li> <li>• March 4, 2023 – Perceptions about our Solar System               <ul style="list-style-type: none"> <li>○ <b>Pat Kelly</b> – The Sun in not an average Star. The Earth is not an average planet.</li> <li>○ <b>Nathan Hellner-Mastelman</b> – Size and Scale as well as Seeing Beyond (“a colloquial term in the astronomy community which means “to see the true smallness of the Earth and human civilization when put against the vastness of the universe.” 15 minutes)</li> </ul> </li> <li>• April 1, 2023 – Beyond our Atmosphere               <ul style="list-style-type: none"> <li>○ <b>Dr. Samantha Lawler:</b> 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. <a href="mailto:Samantha.Lawler@uregina.ca">Samantha.Lawler@uregina.ca</a></li> <li>○ <b>SCANS Gary Welch</b> – Life in Space</li> </ul> </li> <li>• May 6, 2023 – Look Up! The Skies are Open.               <ul style="list-style-type: none"> <li>○ <b>Chair, Observing Committee (Blake Nancarrow):</b> “Observing. Looking up.... now and in the future” RASC programs now and in the future.</li> <li>○ <b>Blair MacDonald</b> – “Challenging Astroimages”</li> </ul> </li> </ul> <p><b>Suggested Speakers / Special Presentations:</b></p> <ul style="list-style-type: none"> <li>• <b>Kaja Rotermund</b> (formation of a high-redshift galaxy cluster)</li> <li>• <a href="https://rasc.ca/find-speaker">https://rasc.ca/find-speaker</a></li> <li>• <b>Dr. Samantha Lawler:</b> 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. <a href="mailto:Samantha.Lawler@uregina.ca">Samantha.Lawler@uregina.ca</a></li> <li>• <b>SCANS Gary Welch</b> – Life in Space</li> <li>• <b>Chair, Observing Committee (Blake Nancarrow):</b> “Observing. Looking up.... now and in the future” RASC programs now and in the future.</li> <li>• (from Dave Chapman/Peter Jedicke) <b>Prof. Philip McCausland</b> (also a Handbook contributor) on the topic of the Golden Meteorite. He runs the Canadian Fireball Reporting Centre. email: pmccausl@uwo.ca</li> <li>• <b>Nathan Hellner-Mastelman</b> – <i>Size and Scale</i> as well as <i>Seeing Beyond</i> (“a colloquial term in the astronomy community which means “to see the true smallness of the Earth and human civilization when put against the vastness of the universe.”) (15 minutes)</li> <li>• <b>Pat Kelly</b> – The Sun in not an average Star. The Earth is not an average planet.</li> <li>• <b>Tarek El Wazzi</b> – Astroimaging in Lebanon</li> <li>• <b>Jeremy Kuzub</b> – Aurora Borealis</li> </ul>

<p><b>Agenda Note #2</b> <b>re: Proposed 2023</b> <b>Member Meeting</b> <b>Dates, Zoom</b></p>	<p><b>For approval (&amp; use for requesting use of SMU, AT101):</b>  January 7 (speaker acquired and confirmed)  February 4  March 4  April 1  May 6  June 3  September 9 – Labour Day Sept. 4  October 7 (or 14) – Thanksgiving Oct. 9  November 4  December 2 (Members meeting + AGM)</p> <p><b>Zoom Account:</b>  The Zoom account email is <a href="mailto:president@halifax.rasc.ca">president@halifax.rasc.ca</a> and Judy's name is attached to the account. Subsequent to the AGM, the email address would consequently forward Zoom info to the new President, not Judy. Need to discuss future ownership and management strategy following the election.</p>
<p><b>Agenda Note #3</b> <b>re: Proposed 2023</b> <b>Board Meeting</b> <b>Dates</b></p>	<p><b>For consideration:</b>  January 3  January 31  February 28  March 28  May 2  May 30  June 20  September 5 – Labour Day Sept. 4  October 3 (or 10) – Thanksgiving (Oct. 9, Members meeting Oct 7 (or 14)  October 31  November 28 (December 2 - Members meeting + AGM)</p>
<p><b>Refer to Agenda</b> <b>Notes #4: BUG</b> <b>Reports</b></p>	<p>Every week, Phil Groff provides a report on the status of fixes to Driven, the Society's database. These were sent through the RASC forums for the National Council and the Presidents with the premise of keeping members informed – i.e., working on communications and transparency aspects. The first two received were sent to the Board and all members via the Announce list; the third/latest was sent only to the Board. Because of a couple of complaints about the number of emails being sent out to members, I am wondering how these reports can best be sent to members. Weekly? Bi-weekly? Monthly? Not at all? Our website?</p>
<p><b>Refer to Agenda</b> <b>Notes #5: AGM</b> <b>Minutes on</b> <b>website</b></p>	<p><b>From Judy Black:</b>  I am compiling AGM information (Minutes, executive reports, Board lists) from archived editions of <i>Nova Notes</i> for eventual inclusion on our website. Currently, our website only has them from 2015 forward. This is not a project that I see being completed until later in 2023. So far, I have compiled documents containing for 1995 – 2014 AGMs. Actual minutes of meeting are missing for the vast majority of these AGMs. Some have a <i>Report of Meeting</i> in <i>Nova Notes</i> that appear to serve as 'minutes'. My questions are these:</p> <ol style="list-style-type: none"> <li>1. Would the <i>Report of Meeting</i> suffice as 'minutes' of the AGM?</li> <li>2. How do I find <i>actual</i> previous AGM minutes? Should I approach previous secretaries to determine if they retained a copy for the years in question?</li> </ol>

**Agenda Notes #6:  
Laser Pointer  
Usage & Training**

**From Judy Black**

**Part 1:**

This item will be discussed at the December 4 National Council meeting. The member wrote:

“Laser Pointer Use Reporting. One of our responsibilities in the proper use of Laser Pointers is to report their use by each Centre so that Dennis in turn can prepare an annual report for Transport Canada.

Rather than tie up staff at National Office, it would be a lot less work if each Centre could update a master reporting file that I have placed on the shared Google Drive. My request for inclusion on the next meeting agenda is to put out the request to use this reporting mechanism. The use of Laser Pointers is increasing since a lot of Centres are coming out of the in-person moratorium caused by Covid.”

Here is a sample of the type of report that is being suggested. Your comments on this type of report would be appreciated.

<b>Laser Pointer Reporting</b>					
Please update the following table within 30 days of the event where LASER pointers were used.					
Event Date	Reporting Centre	Event Location		Number in Attendance	Comments
		Address	Latitude/Longitude		
June 7, 2022	Belleville	Lighthouse Lane, Presqu'île Park, Brighton, ON	N 43.989958 W 77.702191	30	Public Outreach at the park – Night Sky Gems – 50% cloudy
June 21, 2022	Belleville	Lighthouse Lane, Presqu'île Park, Brighton, ON	N 43.989958 W 77.702191	35	Public Outreach at the park – Night Sky Gems – 60% cloudy
July 5, 2022	Belleville	Lighthouse Lane, Presqu'île Park, Brighton, ON	N 43.989958 W 77.702191	50	Public Outreach at the park – Night Sky Gems – 30% cloudy
		Lighthouse Lane, Presqu'île Park	N 43.989958		

**Part 2:**

I am in the process of determining if there is a list retained somewhere of who has been trained from our Centre. Dennis Lyons had put on a Train-the-Trainer session on May 15, 2022, but not sure if anyone completed it. **Question:** Should we request another Train-the-Trainer session be held? I can ask NC members if there is a demand for another in early 2023. By having this session, those trained would then be able to conduct local training and a list for our Centre would be retained.

Note: the member who is suggesting the report mechanism above had also proposed in 2020 that a field be added to the Membership file that records the most recent date the member passed the laser safety course. When the member printed their RASC membership card it would also show the member was trained and the expiration date for that training.

**Agenda Notes 7:  
AGM**

The NS Societies Act states generically that “Every society shall hold an annual general meeting in the Province and fourteen days thereafter shall file with the Registrar a statement in the form of a balance sheet showing general particulars of its liabilities and assets and a statement of its income and expenditure in the preceding year audited and signed by its auditor or, if there is no auditor, by two directors. R.S., c. 435, s. 19.” Because this statement is so generic, an email was sent to the Nova Scotia Registry of Joint Stock Companies to determine if current provincial legislation/regulations allow for hybrid (in-person plus virtual) AGMs. Because members must be notified of changes to Bylaw well in advance of a members’ meeting, this will be addressed in 2023 once the Governance Committee can review the response from the RJSC.

At the November 1, 2022, meeting of the Board of Directors, it was questioned whether or not the Centre could ‘legitimately’ host Annual General Meetings (AGMs) in part or in whole using Zoom. The Nova Scotia government had allowed electronic media such as Zoom to be used during the initial year of the pandemic; however, it was not clear if this was to be carried forward to subsequent years.

**Proposed Motion for November 29, 2022, Board Meeting**

Until a response from the RJSC is received and Bylaw #1 subsequently reviewed, we recommend the following motion Board of Directors

Be it so moved that the December 3, 2022, AGM for the RASC Halifax Centre be held as a hybrid meeting, allowing for in-person and virtual attendance.

<p><b>Agenda Notes #8: NEPC ToR &amp; NN Editor</b></p>	<p><b>1. From Judy Black (Chair, NEPC)</b> At the wrap-up meeting of the Nova East Planning Committee, members reviewed the terms of reference. The current version can be found on our website: <a href="http://halifax.rasc.ca/images/documents/B2_TOR_Committees.pdf">http://halifax.rasc.ca/images/documents/B2_TOR_Committees.pdf</a></p> <p>The NEPC requests the Board approve three amendments to the policy:</p> <ol style="list-style-type: none"> <li>1. <i>Chair Appointment and Responsibilities:</i> Recommend changing the date cited in the statement #1 from “October 31 of each calendar year” to “January 31 of each calendar year”.</li> <li>2. <i>Committee Membership:</i> Recommend changing the date cited in the statement #4 from “Members will be appointed annually prior to September 30 of each calendar year by the Board of Halifax Centre” to “Recommended that members will be appointed no later than February 14 of each calendar year by the Board of Halifax Centre”.</li> <li>3. <i>Meetings:</i> The current first sentence does not reflect the current situation of using Zoom as the sole means of hosting meetings or as part of the hybrid meeting. Recommend changing the first sentence to read: The Nova East Planning Committee will conduct its business through meetings in person, by email, or through social media.</li> </ol> <p><b>Proposed Motion 1:</b> That the NEPC-proposed amendments to <i>Policy B2: Terms of Reference – Ordinary Committees of the RASC Halifax Centre</i> be approved as presented.</p> <p><b>2. From Judy Black</b> For the past two years, there have been co-editors appointed for Nova Notes. There is a partial provision for this in #6 in Responsibilities, but it doesn't stipulate joint responsibility. “If it ain't in writing, it ain't so.” To ensure that a co-editor position is possible, I suggest amending the Term Limits to read as follows; the suggested change is in red font.</p> <ol style="list-style-type: none"> <li>1) A Halifax Centre member is appointed as Editor, Nova Notes for one (1) one-year term, commencing January 1 and expiring December 31.</li> <li>2) <b>A second Halifax Centre member may also be appointed as Co-Editor for one (1) one-year term, commencing January 1 and expiring December 31.</b></li> <li>3) <b>Chair/Co-Chairs may</b> be appointed for a total of five (5) consecutive years and may be reappointed for additional consecutive terms.</li> </ol> <p><b>Proposed Motion 2:</b> That the proposed amendments to <i>Policy PD7: Position Description (appointed) – Editor, Nova Notes</i> be approved as presented.</p> <p><b>Proposed Motion 3:</b> That John MacPhee be added as a nominee for appointment as the Nova Notes Co-Chair.</p>
<p><b>Agenda Notes #9: NEPC FINAL: Report</b></p>	<p>The final report of the Nova East Planning Committee was compiled with the draft financial statement and sent to all members as part of the compiled pre-AGM package.</p>