



RASC Halifax Centre Board of Directors Meeting

Tuesday, December 3, 2024: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 839 7693 7838

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	Tony McGrath	Pre-circulated: Agenda: December 3, 2024 Minutes: October 29, 2024
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ol style="list-style-type: none"> 2024/5 Member's Meeting Date Confirmation and Format Confirm Member's Meeting agenda Zoom/SMU Bookings Guest Speakers & Ideas for Future Presentations Proposed 2025 Meeting Dates 	Ongoing Discussion Approval	Tony McGrath Judy Black	Refer to Agenda Notes #1: Speakers & Approved 2025 Member Meeting Dates Refer to Agenda Notes #2: 2025 Board of Directors Meeting Dates Refer to Agenda Notes #3: Proposed 2025 Board and General Meeting Dates
	3. Report from National Council Representative	Information Discussion	Judy Black	
	4. RASC Halifax Centre Website & YouTube <ul style="list-style-type: none"> Indexing pdf documents 	Discussion	Judy Black	Email sent by Jerry on September 25, 2024 Indexing of PDF documents on the Halifax RASC website
	5. Financial Update <ul style="list-style-type: none"> Financial Status Directors' insurance Dave Lane Bequest 	Discussion	Gregg Dill Tony McGrath	n/a
	6. Education & Public Outreach (EPO) <ul style="list-style-type: none"> Outreach Requests Wilfred Buck NFB video offer Business card proposal 	Discussion	David Hoskin Tony McGrath Judy Black	n/a
RASC HALIFAX CENTRE – GOALS & OBJECTIVES				
	7. 2024 Goals & Objectives <ul style="list-style-type: none"> Prioritize next steps Sep-Dec Membership/ Recruitment 	Ongoing Discussion	Tony McGrath Peter Hurley	n/a
UPDATES / REPORTS				

NEW BUSINESS				
	9. Nominating Committee		Peter Hurley	
	10. Astroimaging Contest Prizes	Discussion Approval	Judy Black	n/a
Adjournment				
9:00 PM	Adjournment (Next meeting: January 11, 2025)			

RASC, Halifax Centre – AGM & General Meeting

Saturday, December 7, 2024: 1:00 PM – 4:30 PM

Via Zoom - Meeting ID 849 0006 6600

Time	Item
1:00 PM	<p>Annual General Meeting (AGM)</p> <ol style="list-style-type: none"> Welcome & Opening Remarks <ol style="list-style-type: none"> Approval of 2024 Agenda Approval of AGM Minutes (December 2, 2023) Auction for Roy Bishops' Maksutov-Newtonian Telescope, Part 1 Appointment of Auditor for 2024-2025 Reports <ol style="list-style-type: none"> Q&A regarding pre-circulated reports Approval of reports as presented (with any amendments) <ul style="list-style-type: none"> President Report – Tony McGrath VP Report – Judy Black Secretary Report – Peter Hurley Auditor Report – TBD Treasurer Report – Gregg Dill National Council Representative Report – Judy Black Dark-Sky Preserve Committee – Peter Hurley, Tony Schellinck Governance Committee Report – Judy Black Librarian Report – Jerry Black Nova East Report – Chris Young Nova Notes – Lisa Ann Fanning Observing Chair Report – David Hoskin Outreach Chair Report – David Hoskin St. Croix Observatory (SCO) Report – John Liddard Call for Nominations and Election of 2024 Board of Directors <ol style="list-style-type: none"> Nominating Committee Report – Peter Hurley <ul style="list-style-type: none"> Nominations for Board of Directors Elections for positions Call for Nominations for Appointed Positions <ol style="list-style-type: none"> Nominations for Appointed Positions – Peter Hurley By-Law No. 1 Amendments <ol style="list-style-type: none"> Governance Review Committee Overview of Suggested Amendments Special Resolution of Members
1:45 PM	<ol style="list-style-type: none"> Adjournment of AGM

Time	General Meeting		
1:45 PM	Item		
	<ol style="list-style-type: none"> Welcome & Introductions <ul style="list-style-type: none"> Auction for Roy Bishops' Maksutov-Newtonian Telescope, Part 2 Photo Montage ETU Guides for sale 	Information	David Hoskin

	2. Special Presentation: <i>Lisa Ann Fanning – Seeing Double: Art & Practical Application of Stereoscopy in Space</i>	Presentation	Lisa Ann Fanning
	3. Outreach Opportunities • Food for the Soul	Information	David Hoskin Paul Heath
	4. News from the Board • Dave Lane Fund for SCO	Information	Tony McGrath Michelle Lane
	5. What's Up in December?	Information	David Hoskin
	6. Winning Bid for the Bishop Telescope!	Decision	Mary Lou Whitehorne
	7. Astroimaging Contest	Announce Winners	Blair MacDonald Judy Black
4:00 PM	Adjournment		

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
Agenda Note #1 re: Speakers & 2024/5 Member Meeting Dates	<p>2024/5 Approved Members Meeting Dates and Events Members' Meeting dates were approved at the November 2023 Board of Directors meeting. They have been posted on the RASC(HC) website.</p> <p>Confirmed Speakers</p> <ul style="list-style-type: none"> • AGM December 7, 2024 – Lisa Ann Fanning (Stereoscopy) • January 11, 2025 – Charles Ennis (World Asterism Project) • February 1, 2025 – Robyn Foret (RASC/CASCA Awards) <p>Suggested Speakers / Special Presentations:</p> <ul style="list-style-type: none"> • Dave Chapman, NE • Tony Schellinck, NE • David Hoskin, NE • Pat Kelly (Telling Time in Scotland: From Stones to Sundials) • Dan Falk • John Badowski • Kaja Rotermund (formation of a high-redshift galaxy cluster) • SMU Astronomy and Physics • Grad students • Tiffany Fields • Rob Thacker • https://rasc.ca/find-speaker
Agenda Note #2 re: Approved 2025 Board of Directors Meeting Dates	<p>2025 Approved Board Meeting Dates</p> <ul style="list-style-type: none"> • Board meeting dates in 2025 will be set at the first meeting of the Board in January.
Agenda Notes #3: Proposed 2025 Board and General Meeting Dates	<p>Board Meeting Dates (no meetings July/August):</p> <ul style="list-style-type: none"> • January 7 • January 28 • February 25 • April 1 • April 29 • June 3 • September 2 • September 30 • October 28 • December 2

	<p>General Meeting Dates (no meetings July/August)</p> <ul style="list-style-type: none"> • January 11 • February 1 • March 1 • April 5 • May 3 • June 7 • September 6 • October 4 • November 1 • December 6 (+ AGM)
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**Halifax Centre Board of Directors - Minutes of Meeting
December 3, 2024 - 7:00 PM – 9:00 PM
held via Zoom - Meeting ID 839 7693 78838**

Present: Tony McGrath (President), Judy Black, Peter Hurley, Gregg Dill, Jeff Donaldson, Matt Dyer (joined 7:13pm), Lisa Ann Fanning (until 8pm), John Liddard, Dave Robertson, Mary Lou Whitehorne, Jerry Black (7:22 to 7:30pm),

Regrets: David Hoskin

Absent: John Nangreaves

1. Welcome & Introductions

Tony called the meeting to order at 7:03pm and welcomed Board members. He asked if there were any changes or additions to the agenda which had been circulated by email by Peter earlier in the day. Judy indicated that the revised SCO checklist that John had emailed to the Executive this afternoon should be added under item 8 SCO update.

241203MN-Mot01

It was moved by Judy Black and seconded by Jeff Donaldson to approve the December 3, 2024 RASC Halifax Centre Board of Directors meeting agenda, as amended, but not the draft AGM agenda.
CARRIED.

Judy indicated that for the AGM meeting, there were 7 poll questions that needed to be developed for the Zoom portion of the meeting, and she listed them. She also indicated that she had forgotten to include John McPhee as co-editor of *Nova Notes* and that she would correct that. Regarding Committee Reports, she indicated that Wayne had not submitted a report as Librarian and that Jerry who had been librarian for a portion of the year would submit the report.

The Action List, which was attached to the minutes of the previous meeting and circulated by email by Peter on December 1, 2024, was reviewed.

From January 10, 2023

Action 10: Open.

From September 5, 2023

Action 5: Closed. Judy asked that this action be closed, and a new action be opened that the Committee will have documentation for the Board to consider at the March meeting.

241203MN-Act01

The Governance Committee to provide a document for the March Board meeting regarding the retention

and disposal of historical documents.

From April 30, 2024

Action 6: Closed. John has provided a new SCO checklist.

From June 18, 2024

Action 4: Open.

From September 3, 2024

Action 4: Open.

Action 9: Closed.

Action 11: Open.

From October 1, 2024

Action 2: Open.

From October 29, 2024

Action 1: Closed.

Action 2: Closed.

Action 3: Closed.

Action 4: Closed.

Action 5: Closed.

Tony asked if there were any changes or corrections that needed to be made to the minutes of the previous Board meeting held on October 29, 2024 which had been circulated by email by Peter on December 1, 2024.

241203MN-Mot02

It was moved by Dave Robertson and seconded by Judy Black to approve the October 29, 2024 RASC Halifax Centre Board of Directors meeting minutes, as circulated.
CARRIED.

241203MN-Act02

Jerry Black to post the approved list of 2025 General (Members) meeting dates to the RASC Halifax Centre website, after the AGM has been held.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

Tony noted that the agenda for the AGM was set and has been distributed. Judy indicated that tentative dates for Board meetings and for our General (Members) meetings were listed in Agenda Note #2 and while the Board meeting dates couldn't be approved until the first meeting of the incoming Board on January 7, 2025, we could approve the General meeting dates. She noted that the January meeting didn't follow the rule of first Saturday of the month because we were moving the date away from January 1 (and having a Board meeting on New Years eve) but the rest of the General meeting dates were on the first Saturday of each month.

241203MN-Mot03

It was moved by Judy Black and seconded by Gregg Dill that the General (Members) meeting dates for 2025, as listed in Agenda Note #2, be approved.
CARRIED.

241203MN-Act03

Peter Hurley to ask SMU Conference Services to reserve AT101 for the approved General (Members) meeting dates.

Lisa Ann confirmed that she would be able to present at the General (Members) meeting following the AGM on Saturday. Judy indicated that she would confirm with Charles Ennis and Robyn Foret that they were still available to present at the January and February meetings respectively. Judy indicated that Pat Kelly had offered to make a presentation on *Telling Time in Scotland, from stones to sundials*. Tony reported that Blair MacDonald had volunteered to present on *Black Holes*. Mary Lou suggested that Pat Kelly's talk would be short, and it was proposed that Pat and Blair might present at the same meeting.

3. Report from National Council Representative

Judy indicated that she had distributed by email earlier in the day a report from the National Council meeting that occurred in October. It contained an updated RASC financial report. The next National Council meeting will be on Sunday. She indicated that they were still waiting to hear about the choice of software platform to replace the current RASC website.

4. RASC Halifax Centre Website and YouTube

Judy reported that Jerry has been updating the website as needed. She reminded Board members that Jerry had asked the Board by email on September 25, 2024 about installing pdf file indexing on the Jumla server. There was a question whether this would be a one-time fee or a subscription, and whether there would be updates that would require a payment. Judy asked Jerry to join the meeting, and he explained that it was a bit of both, that there would be a one-time purchase to get started and there might be upgrades that would require a fee but that it would likely function for several years without the upgrade. He didn't know if there was a schedule for updates. He indicated that it would work with Jumla v4 which we are using, and it would be compatible with Jumla v5 when we are upgraded. There was a question of how much work was involved and Jerry indicated that he had tested an earlier version with Dave Lane, and it had not been difficult. It was suggested that \$35USD was trivial and that it would be very useful to anyone looking to search for historical information about the Centre.

241203MN-Mot04

It was moved by Matt Dyer and seconded by Peter Hurley that Jerry Black purchase the pdf file indexing software and install it.

CARRIED.

5. Financial Update

Gregg reported that there was presently \$11,925 in the bank account. Tony asked how much we spend in a year and Gregg indicated that this past year had been low, we had spent about \$5,000. Gregg indicated that the report he had distributed to the Board by email should be included in the compiled reports that will go out before the AGM.

Regarding Directors and Officers insurance, Gregg posed the question whether we felt we needed this insurance. There was considerable discussion and there was general agreement that we should have this insurance. And he reminded us of the quote from the insurer from National office for property insurance for SCO. The quotes from Huestis in Windsor NS with Aviva as the insurer were considerably more than those from Nguyen in Ontario with Cooperators as the insurer. Gregg pointed out that our SCO property insurance policy renews on January 8, 2025. Regarding the performance of and experiences with these insurers, Mary Lou indicated that National office has had good experiences with settlements by Cooperators in the past. There was considerable discussion of the value of the buildings and of their contents. The issue with the property insurance quote was that the SCO valuation used was from 2013 and it was agreed that it should be updated.

241203MN-Mot05

It was moved by Gregg Dill and seconded by Judy Black that we accept the quotes from Nguyen and Associates for Commercial General Liability (CGL) for SCO and for Directors and Officers insurance.

CARRIED.

241203MN-Act04

Gregg Dill to contact Nguyen and Associates to set up the new insurance policies and to inform our

current insurer that we are not renewing that policy.

241203MN-Act05

John Liddard to obtain an updated appraisal of the SCO facility and its contents.

Tony indicated he had sent by email to Board members this evening the gift agreement and terms of reference for the Dave Lane bequest from Michelle Lane. He provided a summary of the agreement and terms and asked if we were prepared to accept them as offered. There was agreement to proceed and there was some discussion about the steps that were needed so that this could be announced at the AGM meeting.

241203MN-Mot06

It was moved by Gregg Dill and seconded by Dave Robertson that we accept the agreement made by Michelle Lane as offered.

CARRIED.

241203MN-Act06

Tony McGrath to meet with Michelle Lane and sign the agreement and terms of reference.

6. Education and Public Outreach

David wasn't present so there was no update.

Tony reported that he had explored the Wilfred Buck NFB video offer with Dave Chapman and Chris Young, and they had concluded that the video wasn't really an astronomy video and wouldn't be of particular interest to the Centre membership. They had reached out to the Mi'kmaw Native Friendship Centre, and they are interested in airing the film and we would cooperate with them. This would happen in the new year. NFB are happy with this outcome. He noted that SMU had already aired the film themselves previously.

Judy indicated that she had sent an email to the Board on November 29, 2024 summarizing the situation regarding the Centre Business card proposal from Wayne Harasimovitch. Wayne had contacted 3 companies, including those we discussed last meeting, and he recommended R&M Rubber for several reasons.

241203MN-Mot07

It was moved by Judy Black and seconded by Peter Hurley that we proceed with the purchase of business cards from R&M for use at Centre outreach activities.

CARRIED.

It was agreed that we should thank Wayne for his efforts on this, that this item should be on the agenda of the January Board meeting and that a small group should be formed in the new year to discuss the details of distribution and possible cost recovery.

RASC Halifax Centre Goals and Objectives

7. 2024 Goals and Objectives

Tony indicated that he didn't have anything new to present on the topic and that this should be on the agenda for the incoming Board. Judy suggested action items be added to each priority.

Updates/Reports

8. SCO Update

John indicated that he had distributed by email to the Board earlier in the day an updated checklist for SCO keyholders. There was discussion of the list, and it was suggested that stowage and storage of any equipment used on a given evening, in particular the 16" dob, should be included in the list. John informed the Board that he was stepping down as SCO Manager but that he would help mentor whoever was his replacement. There was

discussion of how many years he had been SCO Manager, that he would be missed and how much all his efforts over the years were appreciated.

John pointed out that we have tried to be careful sharing the location of SCO but that he had noticed recently that now the location is available in Google Earth and Google Maps. It was agreed that we should investigate removing the location from these apps.

9. Nominating Committee

Peter reviewed vacancies on the Board and in the appointed positions. He reminded us that the Board positions would be elected at the AGM and the membership would be informed at the AGM that nominations to the appointed positions would remain open until the Board meeting in January, when the incoming Board would approve appointments. Dave Robertson and Mary Lou Whitehorne are both stepping down and it was agreed by all that they will be missed.

New Business

10. Astroimaging Contest Prizes

Judy indicated that Alan Sutherland at Atlantic Photo Supply had been approached regarding prizes for the astroimaging contest and he has offered to provide a 12"x18" wrapped canvas copy of the winning photo in each category, at no cost to us. It was also discussed that we hadn't done an Outreach activity at Atlantic Photo Supply since February 2020, and it was agreed that we would try to arrange an event at their Burnside location this coming year.

Adjournment

There being no other business, Tony adjourned the meeting at 9:00pm. He reminded us that our next meeting is scheduled for January 7, 2025.

Respectfully submitted,
Peter Hurley, Secretary

ACTION LIST (December 3, 2024):

<i>From January 10, 2023</i>		
230110MN-Act10	Peter Hurley to work with David Hoskin to create a list of volunteers to help with observing and outreach requests that are remote to the HRM area.	Open
<i>From June 18, 2024</i>		
240618MN-Act04	Jeff Donaldson, John Liddard and Tony McGrath to explore the possible benefits of using tech tools available to nonprofit organizations through TechSoup and report back to the Board.	Open
<i>From September 3, 2024</i>		
240903MN-Act04	Peter Hurley and Chris Young to submit Laser Pointer Use report forms to National office for Dark Sky Weekend and Nova East.	Open
240903MN-Act011	Tony McGrath to review the documentation that Jerry Black prepared for using the Celestron 8" SCT and Hyperstar.	Open
<i>From October 1, 2024</i>		
241001MN-Act02	Tony McGrath to email his list of questions regarding the Auditor's report to our Halifax Centre Board of Directors.	

From December 3, 2024

241203MN-Act01	The Governance Committee to provide a document for the March Board meeting regarding the retention and disposal of historical documents.	
241203MN-Act02	Jerry Black to post the approved list of 2025 General (Members) meeting dates to the RASC Halifax Centre website, after the AGM has been held.	
241203MN-Act03	Peter Hurley to ask SMU Conference Services to reserve AT101 for the approved General (Members) meeting dates.	
241203MN-Act04	Gregg Dill to contact Nguyen and Associates to set up the new insurance policies and to inform our current insurer that we are not renewing that policy.	
241203MN-Act05	John Liddard to obtain an updated appraisal of the SCO facility and its contents.	
241203MN-Act06	Tony McGrath to meet with Michelle Lane and sign the agreement and terms of reference.	

MOTION LIST (December 3, 2024):

241203MN-Mot01	It was moved by Judy Black and seconded by Jeff Donaldson to approve the December 3, 2024 RASC Halifax Centre Board of Directors meeting agenda, as amended, but not the draft AGM agenda. CARRIED.
241203MN-Mot02	It was moved by Dave Robertson and seconded by Judy Black to approve the October 29, 2024 RASC Halifax Centre Board of Directors meeting minutes, as circulated. CARRIED.
241203MN-Mot03	It was moved by Judy Black and seconded by Gregg Dill that the General (Members) meeting dates for 2025, as listed in Agenda Note #2, be approved. CARRIED.
241203MN-Mot04	It was moved by Matt Dyer and seconded by Peter Hurley that Jerry Black purchase the pdf file indexing software and install it. CARRIED.
241203MN-Mot05	It was moved by Gregg Dill and seconded by Judy Black that we accept the quotes from Nguyen and Associates for CGL for SCO and for Directors and Officers insurance. CARRIED.
241203MN-Mot06	It was moved by Gregg Dill and seconded by Dave Robertson that we accept the agreement made by Michelle Lane as offered. CARRIED.
241203MN-Mot07	It was moved by Judy Black and seconded by Peter Hurley that we proceed with the purchase of business cards from R&M for use at Centre outreach activities. CARRIED.