



RASC Halifax Centre Board of Directors Meeting

Tuesday, February 28, 2023: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 825 5034 5110

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	John Nangreaves	Pre-circulated: Agenda: February 28, 2023 Minutes: January 10, 2022 Minutes: January 31, 2023
	2. Nominating Committee (was Item #9; moved up on the agenda)	Decision	Peter Hurley	Appointment of Treasurer -Jaime Whynot has resigned, Dave Lane has accepted nomination. Would need suggestions for auditor
ONGOING ITEMS				
	3. Upcoming Meeting Dates & Guest Speakers <ol style="list-style-type: none"> 2023 Member's Meeting Date Confirmation and Format Confirm Member's Meeting agenda Zoom/SMU Bookings Guest Speakers & Ideas for Future Presentations 	Ongoing Discussion Approval	John Nangreaves	Refer to Agenda Notes #1: Speakers & Approved 2023 Member Meeting Dates Refer to Agenda Notes #2: 2023 Board of Directors Meeting Dates Refer to Agenda Notes #3: Discuss changing May 6 Members Meeting date Refer to Agenda Notes #4: Annual SCO BBQ
	4. Report from National Council Representative	Information Discussion	Judy Black	Refer to Agenda Notes #5: NC Report Next NC Meeting: April 7, 2023
	5. RASC Halifax Centre Website & YouTube	Discussion	Judy Black	
	6. Financial Update	Discussion	(Gregg Dill)	-Centre Mailbox Refer to Agenda Notes #6 -DSW mileage -Fundraising
	7. Recruitment	Discussion	Peter Hurley	-I&D Committee presentation -Membership profile
	8. Education & Public Outreach (EPO) <ul style="list-style-type: none"> Outreach Requests (if applicable) Form Committee 	Discussion	David Hoskin	Refer to Agenda Notes #7: Reconnecting YNC and RASC
UPDATES / REPORTS				
	9. SCO <ul style="list-style-type: none"> Upgrade Status Financial Status 	Discussion	John Liddard (Gregg Dill)	
GOVERNANCE				
	10. Policy G3, G7 & Bylaw #1 Review	Information Discussion	Judy Black	See attached documents Policy G3: Policy regarding Signing Authority Policy G7: RASC Halifax Centre Website Standard Operating Procedures (SOP)
	11. Registry of Joint Stock Companies (RJSC)	Discussion Decision	Peter Hurley	Judy Black & Gregg Dill to assist. Annual report to RJSC required.

NEW BUSINESS				
	12. GLP Training	Information Decision	Judy Black	<i>Selection of date for training</i>
9:00 PM	Adjournment (Next meeting: March 28, 2023)			

RASC, Halifax Centre – Member’s Meeting

Saturday, March 4, 2021 – 1:00 PM – 5:00 PM

Via Zoom – Meeting ID 825 2866 1275

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions Photo Montage	Judy Black (emcee) David Hoskin
1:15 PM	Presentations: Stéphane Picard – Astrotourism - Creating new opportunities in an industry ever more reliant on creating experiences. Chris Young – Sky Lore	Stéphane Picard Chris Young
2:45 PM	Food for the Soul	Paul Heath
2:55 PM	What’s Up? (March)	David Hoskin
3:30 PM	News from the Board	John Nangreaves
4:00 PM	Adjournment	

* 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 February 28, 2023 - 7:00 PM – 9:00 PM

Present: Judy Black, Gregg Dill (joined at 7:40pm), Matt Dyer, Lisa Ann Fanning, David Hoskin, Peter Hurley, Pat Kelly, Dave Lane, John Liddard (joined at 7:47pm), Tony McGrath, John Nangreaves, Kathy Walker (until 9:00pm), Mary Lou Whitehorne

1. Welcome & Introductions

John Nangreaves called the meeting to order at 7:02 pm and welcomed members. The meeting agenda had been circulated by Peter on February 25, 2023. John asked if there were any changes or additions to the agenda. It was suggested that the appointment of Treasurer be moved to the top of the agenda. Dave asked about changing signing authorities which was added to Item 10 Policy Review, and about hybrid meeting costs which was added to Item 2 Upcoming Meetings.

230228MN-Mot01

It was moved by Judy Black and seconded by David Hoskin to approve the February 28, 2023 Board of Directors meeting agenda, as amended.
CARRIED.

The minutes of the previous Board meeting held on January 31, 2023 had been circulated by email by Peter on February 23, 2023. John asked if there were corrections or changes to the minutes. Mary Lou pointed out that under Item 1 it should be Michael Watson not Patrick Watson, and David pointed out under action 230110MN-ACT11 and 12 it should be Tabitha Cox not Samantha.

230228MN-Mot02

It was moved by Pat Kelly and seconded by Judy Black to approve the January 31, 2023 Board of Board of Directors Meeting (February 28, 2023)

Directors meeting minutes, as amended.
CARRIED.

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

From September 6, 2022

Action 1: Closed.

Action 3: Closed.

220228MN-Act01

Dave Lane and John Liddard to review SCO inventory and confirm items still exist and assign value to assets.

From November 1, 2022

Action 2: Closed. Electric furnace has been installed and is working.

From November 29, 2022

Action 1: Closed. There was discussion about changes to the account log-in that have been made and who has access to initiate meetings (presently Dave, Jerry, Bob Russell and Peter). It was agreed to keep that number small.

Action 3: Open. Peter will ask for an email confirmation.

Action 9: Open. Likely not until fall. Additional changes to policies required first and we can approve policy changes, but Bylaw 1 requires membership approval at AGM.

From January 10, 2023

Action 1: Closed. SMU would not make a mailbox available to us. Dave will get PO box key from Gregg.

Action 2: Closed.

Action 3: Closed. Judy will do it until June, but we will need volunteers for fall meetings. It was agreed that the emcee must be present in AT101 not on Zoom and can't be a member of the tech team.

Action 4-7: Closed.

Action 8: Open. Peter trying to find contact info for the National I&D Committee, has asked Paul Heath.

Action 9: Open. David will ask during next Members meeting. Send a request to Peter to circulate to all membership on Announce list.

Action 10: Open.

Action 11-13: Closed.

Action 14: Closed. Gregg indicated there is \$1,119 in the SCO account.

Action 15-18: Closed.

220228MN-Act02

Gregg Dill to provide RJSC account password to Dave Lane.

220228MN-Act03

Dave Lane to generate financial data required to complete RJSC online form and submit the list of officers and the financial data to RJSC online.

From January 30, 2023

Action 1-3: Closed.

2. Nominating Committee

This item was previously slated as Item #9. Peter reminded us that Jaime Whynot had resigned from the position of Treasurer and that Dave Lane has accepted a nomination to be appointed.

230228MN-Mot03

It was moved by Judy Black and seconded by David Hoskin that the Board appoint Dave Lane as Treasurer for the remainder of the 2022-23 fiscal year.

CARRIED.

ONGOING ITEMS

3. Upcoming Meeting Dates & Guest Speakers

There was a question about the date of the May meeting, summarized in agenda note #3. It was decided that moving the May meeting from May 6 to May 13 would allow members to participate in the 2023 RASC GA which has now been scheduled on the May 5th weekend.

220228MN-Act04

Judy Black to contact the May meeting speakers Blake Nancarrow and Blair MacDonald to determine if they can present on the new proposed date May 13, 2023.

220228MN-Act05

Peter Hurley to contact SMU to determine if AT101 or an alternate room would be available to us on May 13, 2023 instead of May 6.

Mary Lou mentioned that Catherine Gray had indicated to her at the January meeting that there are classrooms in the Sobeys Building that are already set up for hybrid meetings. Dave suggested we could ask Tiffany Fields to check that out for us, but then said it would be best to leave things as they are for now because he was going to be away April.

There was also a question about setting the date for the 2023 Annual BBQ at SCO, summarized in Agenda Note #4. With Labour Day on September 2, the Members meeting has been scheduled for September 9. With a New Moon on September 14, it was agreed that Friday September 15 would be best with a rain date of Saturday September 16.

220228MN-Act06

Judy Black to ask Jerry Black to post the dates for the 2023 Annual BBQ on the RASC Halifax Centre website.

220228MN-Act07

Pat Kelly to announce the dates for the 2023 Annual BBQ with News from the Board at the Members meeting.

Dave Lane raised two issues regarding the Members meetings; the first was a proposal that a social break in the middle of the Members meeting would return us to the meeting format of pre-COVID times and replace the Astro-chat of Zoom-only meetings for those on the Zoom portion of the meetings now. This would have the secondary benefit of giving the Zoom tech support team a much-needed break in the middle of the meeting. It was agreed we would try this format with a 15-minute break between the first and second speakers and that the recording would be paused during the break. The second issue was that we are getting by with the equipment that had been put together over the last couple of months at a cost of approximately \$250 but that we needed a more sustainable equipment set-up if we wanted to stay with hybrid meetings in the future; the recent issues with the portable microphones are an example. There was discussion of options. Gregg indicated that we at present have \$7559 in the bank. It was agreed that Dave and Bob Russell could make additional equipment purchases up to an additional \$750.

At this point, it was pointed out that we had a full agenda and were running out of time and needed to prioritize the agenda. It was agreed that agenda items 10 and 12 should be considered next. It was also pointed out that we now needed an auditor but that that decision could wait until the fall.

Governance

10. Policy G3 and G7 Review

Judy indicated that the Governance Committee (Judy, Gregg, Pat) had reviewed policy G3 as requested at the previous Board meeting and outlined the changes made, in particular the increase in values by \$100 and the addition of "a Director designated by the Board" to the list of those authorized to sign cheques. This should make it easier to have cheques signed, given that our current President is in a remote location to HRM. There was considerable discussion, and it was concluded that we needed to

determine the specific requirements of the bank.

230228MN-Mot04

It was moved by Judy Black and seconded by Kathy Walker that we approve Policy G3 regarding Signing Authority as amended at this meeting.
CARRIED

230228MN-Mot05

It was moved by Dave Lane and seconded by Gregg Dill that the current officers are Dave Lane (Treasurer), John Nangreaves (President), Peter Hurley (Secretary) and Judy Black (designated Director).
CARRIED

Judy then indicated that Dave Lane and Jerry Black had proposed changes to *Policy G7 Website Standard Operating Procedure (SOP)* to be consistent with current website design and maintenance practices which resulted in the revisions tabled here. Several additional changes were made.

230228MN-Mot06

It was moved by Judy Black and seconded by Dave Lane that Policy G7 regarding Website Standard Operating Procedure (SOP) as amended be approved.
CARRIED

Peter asked if the webmaster should be an appointed position so that they are recognized for the work that they do. It was agreed that it was recognized by Board members that Jerry was de facto the Webmaster, that he had the interest and the knowledge, and had migrated our website from the Joomla 3 to Joomla 4 platforms, and that he should be identified as such.

220228MN-Act08

Governance Committee to draft a Webmaster position description for presentation at a future Board meeting.

NEW BUSINESS

12. GLP Training

Judy presented the outcome of the poll of the Board regarding a GLP training date, with the first choice being Sunday March 5 and a tie between Friday March 3, Sunday March 12 and Sunday March 19 as second choice. She proposed bringing March 5 or 12 to Dennis Lyons as the preferred dates and that she would post this immediately on the Announce list, reminding Board members that this is only the initial training session for the Centre, there will be many others offered over time. According to the agreement between RASC and Transport Canada, both GLP users and spotters must be certified at any Centre event where a GLP is used. Participants at the training will be asked if they agree to be trainers and to have their name listed as a certified GLP user. She also pointed out that we needed to develop a system to track who has been trained and when their training would need to be re-certified. It was agreed that Judy would ask Dennis Lyons if he was available on March 12 or 19 at 7:30pm for our Centre training session and then advertise the dates through the Centre Announce list. A Zoom session would be set up for those interested in taking the training and receiving a certificate after the exam.

220228MN-Act09

Judy Black to set up a GLP training date with Dennis Lyons for 7:30pm March 12 or March 19, 2023.

220228MN-Act10

Judy Black to set up a Zoom meeting for the RASC Halifax Centre GLP training date that Dennis chooses.

9pm. Dave asked if members were aware of the recently announced decisions to shut down *SkyNews* magazine and to dispose of the RASC Robotic Telescope. There was extensive discussion, and it was agreed that Judy should post the email notice from Charles Ennis, the National President through our Announce list to all our Centre members.

220228MN-Act11

Judy Black to post the email notice from RASC National Board President Charles Ennis regarding recent changes within RASC regarding *SkyNews*, the robotic telescope and head office staff to the Halifax Centre Announce list.

Adjournment

There being no other pressing business, John Nangreaves asked for a motion to adjourn at 9:26pm.

230228MN-Mot07

It was moved by Judy Black to adjourn the meeting.

Respectfully submitted,
Peter Hurley, Secretary

ACTION LIST (February 28, 2023):

From November 29, 2022		
221129MN-Act03	Peter Hurley to confirm the availability of room AT101 with SMU administration for Members meeting dates in 2023.	Open
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 3, 2023).	Open
From January 10, 2023		
230110MN-Act08	Peter Hurley to contact the RASC National I&D Committee to ask if they could arrange a presentation to our Board about improving I&D.	Open
230110MN-Act09	David Hoskin to ask for volunteers to form an EPO Committee at upcoming Members meeting on February 4, 2023.	Open
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
From February 28, 2023		
230228MN-Act01	Dave Lane and John Liddard to review SCO inventory and confirm items still exist and assign value to assets.	Open
230228MN-Act02	Gregg Dill to provide RJSC account password to Dave Lane.	Open
230228MN-Act03	Dave Lane to generate financial data required to complete RJSC online form and submit the list of officers and the financial data to RJSC online.	Open
230228MN-Act04	Judy Black to contact the May meeting speakers Blake Nancarrow and Blair MacDonald to determine if they are able to present on the new proposed date May 13, 2023.	Open
230228MN-Act05	Peter Hurley to contact SMU to determine if AT101 or an alternate room would be available to us on May 13, 2023 instead of May 6.	Open

230228MN-Act06	Judy Black to ask Jerry Black to post the dates for the 2023 Annual BBQ on the RASC Halifax Centre website.	Open
230228MN-Act07	Pat Kelly to announce the dates for the 2023 Annual BBQ with News from the Board at the Members meeting.	Open
230228MN-Act08	Governance Committee to draft a Webmaster position description for presentation at a future Board meeting.	Open
230228MN-Act09	Judy Black to set up a GLP training date with Dennis Lyons for 7:30pm March 12 or March 19, 2023.	Open
230228MN-Act10	Judy Black to set up a Zoom meeting for the RASC Halifax Centre GLP training date that Dennis chooses.	Open
230228MN-Act11	Judy Black to post the email notice from RASC National Board President Charles Ennis regarding recent changes within RASC regarding SkyNews, the robotic telescope and head office staff to the Halifax Centre Announce list.	Open

MOTION LIST (February 28, 2023):

230228MN-Mot01	It was moved by Judy Black and seconded by David Hoskin to approve the February 28, 2023 Board of Directors meeting agenda, as amended. CARRIED.
230228MN-Mot02	It was moved by Pat Kelly and seconded by Judy Black to approve the January 31, 2023 Board of Directors meeting minutes, as amended. CARRIED.
230228MN-Mot03	It was moved by Judy Black and seconded by David Hoskin that the Board appoint Dave Lane as Treasurer for the remainder of the 2022-23 fiscal year. CARRIED.
230228MN-Mot04	It was moved by Judy Black and seconded by Kathy Walker that we approve Policy G3 regarding Signing Authority as amended at this meeting. CARRIED
230228MN-Mot05	It was moved by Dave Lane and seconded by Gregg Dill that the current officers are Dave Lane (Treasurer), John Nangreaves (President), Peter Hurley (Secretary) and Judy Black (designated Director). CARRIED
230228MN-Mot06	It was moved by Judy Black and seconded by Dave Lane that Policy G7 regarding Website SOP as amended be approved. CARRIED
230228MN-Mot07	It was moved by Judy Black to adjourn the meeting.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
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<p>Agenda Note #1 re: Speakers & 2023 Member Meeting Dates</p>	<p>2023 Approved Member Meeting Dates and Events Members' Meeting dates were approved at the November 2022 Board of Directors meeting. They have been posted on the RASC(HC) website.</p> <p>Confirmed Speakers</p> <ul style="list-style-type: none"> o March 4, 2023 – Beyond Our Atmosphere, but not our View <ul style="list-style-type: none"> o Stéphane Picard – Astrotourism - Creating new opportunities in an industry ever more reliant on creating experiences. o Chris Young – Sky Lore <p>Proposed Meeting Speakers, 2023</p> <ul style="list-style-type: none"> o April 1, 2023 – Hot and Cold <ul style="list-style-type: none"> o Tarek El Wazzi – Lebanon: nightlife of a different genre o Jeremy Kuzub – Making your Own Luck: A Guide to Aurora Chasing and Photography o May 6, 2023 – Look Up! The Skies are Open. <ul style="list-style-type: none"> o Chair, Observing Committee (Blake Nancarrow): “Observing. Looking up.... now and in the future” RASC programs now and in the future. o Blair MacDonald – “Challenging Astroimages: Dying Stars” <p>Suggested Speakers / Special Presentations:</p> <ul style="list-style-type: none"> o Kaja Rotermund (formation of a high-redshift galaxy cluster) o 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. Samantha.Lawler@uregina.ca o https://rasc.ca/find-speaker
<p>Agenda Note #2 re: Approved 2023 Board of Directors Meeting Dates</p>	<p>Approved Meeting Dates, 2023 Member Meeting dates for 2023 were approved in principle by the Board in November 2022. 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"> • March 28 • May 2 • May 30 • June 20 (if required) • Sept 5 (Labour Day = Sept 4) • Oct 10 (Thanksgiving = Oct 9) • Oct 31 • Nov 28
<p>Agenda Note #3 re: move May 6 Meetings Meeting date</p>	<p>Need to discuss moving our Members' Meeting date on May 6, due to GA being held May 5 weekend (thanks, Lisa Ann, for bringing that to attention)</p>
<p>Agenda Note #4 re: Annual SCO BBQ</p>	<p>Need to set date for September Annual BBQ at SCO. With the New Moon on Thursday, September 14, perhaps the Friday, Sept. 15th with rain date of the Saturday, Sept. 16th would be OK?</p>
<p>Agenda Note #5 re: NC Report</p>	<p>NC Report: John Nangreaves and Judy Black had a conversation about the need for improved communications from the national RASC (office and Board). Emails were consequently sent to Phil Groff and Charles Ennis in which the following was stated:</p> <p>From Judy Black (National Council Representative) "We recognize that there are several things that need to remain confidential and behind closed doors for now; however, there are some things that can be done to keep the membership informed with the correct information, not information based on partial info and truths. It is recognized that not all solutions to the challenges have been found, decisions being made are not final, and that decisions being made part way through this process should not be considered fait du complit - but that is what is understood by our fellow RASC members. We believe the membership needs to know about what is being considered and what is being done to assist in making that final decision.</p>

	<p>We recommend that "regular updates on the progress being made, even if only a sentence or two as part of a larger communiqué, be stated in the weekly or the monthly RASC e-news. Let them know about the process, what is being considered as potential alternatives (including those suggested through the NC Centre Poll, RASCals, NC and Presidents Forums). Let them know you value all things RASC but finances and staffing also need consideration. Our hope is that by keeping folks informed of process / steps being taken as we go forward (especially as we approach the AGM in June), it may be possible for alleviate some of the angst and anxiety out there, that the process for decision making involves then many not just a few."</p> <p>From John Nangreaves (President, RASC Halifax Centre) "I just wanted to touch base and emphasize that there certainly is a rumour mill, and it is indeed perpetuating misinformation (and a little dis-information as well). Such things are inevitable in any group our size, however I don't feel we are addressing it satisfactorily, as it is being met predominantly with silence.... That is exactly what I want to avoid: members finding the wrong answers, as opposed to incomplete or even none, or worse still, the disinformation being spread by a few individuals for whatever reason they can find an excuse for.</p> <p>Ultimately, I would like to tell our members "we're changing this because times have changed and we need to keep up with it". Be it changes to SkyNews or supporting composite meetings, changes are going to be made, and justifying them after the fact never works as well as notification ahead of time. I want our members to have faith that we are all being proactive to improve their experience with the society, and not just reactive to events as they arise, notifying them of what happened, past tense. I am not comfortable with not having answers when asked relevant questions from our members, but certainly would be if I was in a position to say "we want to effect some improvements..." proactively. That being said, anything I reiterate to our members appears to be "second-hand news", as I mentioned earlier. The actions at the national level should appear proactive and with intent, but most importantly directly from the national centre."</p>
<p>Agenda Note #6 re: Centre Mailbox</p>	<p>From Jaime Whynot: "I did contact Tiffany Fields regarding the mailbox in the Astronomy and Physics department. She forwarded my email to Shannon Rhode, admin for that department. She advised that they could not assist the Centre with a mailbox. She spoke with the Chairperson about the request and was told the mailboxes are assigned to the Department faculty and staff and she did not think it would be appropriate to hand out mailboxes to an outsider."</p>
<p>Agenda Note #7 re: Reconnecting YNC and RASC</p>	<p>From Pat Kelly email to Board 20230218 - received a request from Karen McKendry President of Young Naturalists Club, hoping for replacement for Paul Heath who was also on their Board and was their astronomy "go to" person, but has stepped down</p>