



RASC Halifax Centre Board of Directors Meeting
 Tuesday, June 6, 2023: 7:00 PM – 9:00 PM
 Via Zoom - Meeting ID 885 7178 6137

| 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: June 6, 2023 Minutes: May 2, 2022 |
| ONGOING ITEMS | | | | |
| | 2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2023 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 | John Nangreaves | <i>Refer to Agenda Notes #1: Speakers & Approved 2023 Member Meeting Dates</i> <i>Refer to Agenda Notes #2: 2023 Board of Directors Meeting Dates</i> <i>Refer to Agenda Notes #3: Halifax Centre Business 1 – October 2023 Members' Meeting</i> |
| | 3. Nova East Planning Committee Report | Information Discussion | Chris Young | |
| | 4. Report from National Council Representative | Information Discussion | Judy Black | <i>Refer to Agenda Notes #3: NC Report re: RASC Business</i> |
| | 5. RASC Halifax Centre Website & YouTube | Discussion | Judy Black | |
| | 6. Financial Update <ul style="list-style-type: none"> • Change in Signing Authority • 2023 Calendars | Discussion | Dave Lane | 7 copies of the 2023 calendar remain. Write them off (after advice from Dave Lane)? Sell cheap? Give as 'handout' at EPO events? |
| | 7. Recruitment | Discussion | Peter Hurley Tony McGrath Judy Black | |
| | 8. Education & Public Outreach (EPO) <ul style="list-style-type: none"> • Outreach Requests (if applicable) • Form Committee | Discussion | David Hoskin | |
| UPDATES / REPORTS | | | | |
| | 9. SCO <ul style="list-style-type: none"> • Closure due to provincial ban • Upgrade Status • Financial Status | Discussion | John Liddard Dave Lane | |
| GOVERNANCE | | | | |
| | 10. Update: Registry of Joint Stock Companies (RJSC) | Discussion | Dave Lane | <i>Annual report to RJSC required.</i> |
| NEW BUSINESS | | | | |

| | | | | |
|---------|---|------------|------------|--|
| | 11. Halifax Centre Welcome Package | Discussion | Judy Black | Refer to Agenda Notes #4: Halifax Centre Welcome Package |
| 9:00 PM | Adjournment (Next meeting: June 20, or Sept 5, 2023) | | | |

RASC, Halifax Centre – Member’s Meeting

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

Via Zoom – Meeting ID 881 5617 2854

| Agenda Items | | |
|--------------|--|------------------------------------|
| Time* | Item | Responsibility |
| 1:00 PM | Welcome & Introductions Photo Montage | Judy Black (emcee) David Hoskin |
| 1:30 PM | Presentation: “Space Medicine” | Laura Mclarnon |
| 2:15 PM | Social Break | |
| 2:30 PM | Presentation: StarGaze NS | John Read |
| 3:00 PM | Presentation: 2023 Nova East | Chris Young |
| 3:30 PM | Food for the Soul: Second Star to the Right and.... | Paul Heath |
| 3:40 PM | What’s Up? (June) | David Hoskin |
| 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.

AGENDA NOTES

| Agenda Item, Proposed By, & Date Proposed | Description Received (& Proposed Motion, if Applicable) |
|--|---|
| Agenda Note #1 re: Speakers & 2023 Member Meeting Dates | <p>2023 Approved Members 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 June 3, 2023 <ul style="list-style-type: none"> - Laura Mclarnon, Space Medicine - John Read, StarGaze Nova Scotia - Chris Young, Nova East Update <p>Proposed Meeting Speakers, 2023</p> <ul style="list-style-type: none"> o September 9, 2023 o October 14, 2023 <p>Judy proposed a “members’ presentations” meeting be held annually in October. It would be the opportunity for the Board to thank all the members (given the meeting would be held near Thanksgiving) and, if it were an annual thing, members could start thinking about what they would like to share well in advance (especially if we keep reminding them) in the <i>Board Notes</i> presentation.</p> <ul style="list-style-type: none"> o November 4, 2023 o December 2, 2023 – also AGM <p>Suggested Speakers / Special Presentations:</p> <ul style="list-style-type: none"> o Kaja Rotermund (formation of a high-redshift galaxy cluster) |

| | |
|---|---|
| | <ul style="list-style-type: none"> ○ 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 ○ SMU Astronomy and Physics Grad students ○ Tim Doucette: trip report - visiting the Canada-France-Hawaii Telescope (CFHT) ○ https://rasc.ca/find-speaker |
| <p>Agenda Note #2 re: Approved 2023 Board of Directors Meeting Dates</p> | <p>2023 Approved Board Meeting Dates</p> <ul style="list-style-type: none"> • June 20 (if required) • Sept 5 (Labour Day = Sept 4) • Oct 10 (Thanksgiving = Oct 9) • Oct 31 • Nov 28 |
| <p>Agenda Note #3 re: National Council Report</p> | <p>Email sent by Judy Black to RASC Halifax Centre Board list on May 8, 2023:</p> <p>1- Eclipse glasses: Eclipse viewers or glasses will need to be purchased by Centre this year. The goal is to place an order for all Centres in one single order to maximize the per-unit bulk pricing discount, <u>Action Required:</u> Our Centre needs to determine how many viewers or glasses we want. Estimated cost is \$.50 per unit. Deadline for order: June 15, 2023.</p> <p>2 - Policy C12: National Council Terms of Reference (NC32-2-Act04) (https://www.rasc.ca/sites/default/files/RASC%20Policy%20Manual%202021%20Ver%2008.0%20%5BRevised%202021-02-15%29_0.pdf) An email was sent to both the NC and Presidents forums requesting input into the review of the policy. The October 2015 version in the RASC Policy Manual is outdated given the changes to the RASC Bylaw No. 1 and especially in light of the changing relationship with the Board of Directors. We agreed to the need to strengthen the three Pillars of Trust (collaboration, communication, transparency) which the revised Policy should reflect in some capacity. <u>Request:</u> I know this is not everyone's cup of tea and that a dram of something stronger may be in order. I am inviting our Board to provide their input and to propose changes to this outdated document to me by June 30, 2023. Jim Fairles (Vice-Chair) and Eric Klaszus (Council recorder) and I will collate input from all Centres over the summer. The draft will be presented at the September 24, 2023, NC meeting.</p> <p>3 - Election of NC Officers Election of Chair, Vice-Chair and Council Recorder will be made at the June 4 meeting. The current policy states it happens at the NC meeting held in conjunction with the GA; with the GA being held virtually as a separate event, that did not happen. We are in the process of determining whether it will be June 4 or September 24. FYI: I am allowing my name to stand for re-election as Chair. The current Vice-Chair and Council recorder are also allowing their names to stand as well.</p> <p>4 - GLP Usage The form suggested by Don Towne (Belleville) has yet to be posted on the RASC User Pointer Usage site (https://www.rasc.ca/laser-pointer-usage). Again, in Gathertown, there was a discussion about this and how best to facilitate training and reporting of training and usage. I told them we have the slide deck and speaker notes on our website as well as the video being on our YouTube channel.</p> |
| <p>Agenda Note #4 re: Halifax Centre Welcome Package</p> | <p>Centre welcome letter and digital package At our previous meeting we discussed the possibility of editing our welcome letter the Society sends out to new Halifax Centre members, and to include a link to our digital package. The package would include info about our Centre, the who's who, the where is this, and other info new members need to now at the start other journey with us. Perhaps form a small task team to discuss this one and another for guests attending in-person and to bring suggestions to our September Board meeting?</p> |

Halifax Centre Board of Directors - Minutes of Meeting
June 6, 2023 - 7:00 PM – 9:00 PM
held via Zoom - Meeting ID 878 8186 0725

Present: Judy Black, Gregg Dill, Matt Dyer, David Hoskin, Peter Hurley, Dave Lane, John Liddard, Tony McGrath, John Nangreaves, Kathy Walker, Mary Lou Whitehorne

Regrets: Lisa Ann Fanning, Pat Kelly

1. Welcome & Introductions

John Nangreaves called the meeting to order at 7:03 pm and welcomed members. He asked if there were any changes or additions to the agenda, which had been pre-circulated by email.

230606MN-Mot01

It was moved by Judy Black and seconded by David Hoskin to approve the June 6, 2023 Board of Directors meeting agenda, as circulated.
CARRIED.

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

From November 29, 2022

Action 9: Open.

From January 10, 2023

Action 10: Open.

From February 28, 2023

Action 1: Open.

Action 3: Closed.

Gregg submitted the 2023 List of Officers to RJSC. Both Dave and Gregg paid the annual renewal fee. The 2022 Financial Statement has not been submitted because it requires signatures from two Directors. Dave will attempt to recover the second payment or have it applied against next year. It was agreed to create a new action item for the submission of the 2021-22 Financial Statement.

230606MN-Act01

Dave Lane to resolve the double payment of the RASC Halifax Centre 2023 Annual Renewal fee to NS RJSC.

230606MN-Act02

Dave Lane to submit the RASC Halifax Centre 2021-22 Annual Financial statement to NS RJSC.

From March 28, 2023

Action 1: Closed.

Action 2: Open. This item generated some discussion. Why do we need to fund-raise, there needs to be a goal or target? There was discussion about SCO and getting power to the storage room/toilet but SCO doesn't seem to need funds. It was agreed that this item should stay on the agenda.

Action 5: Closed.

Action 6,8,9: Open.

From May 2, 2023

Action 1: Open.

Action 2,3: Closed.

Action 4: Open.

Action 5-6: Closed.

The minutes of the previous Board meeting held on May 2, 2023 had been circulated by email. John N asked if there were corrections or changes to the minutes.

230606MN-Mot02

It was moved by Dave Lane and seconded by Judy Black to approve the May 2, 2023 Board of Directors meeting minutes, as circulated.

CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

We don't presently have a speaker for September, but it was suggested that Tim Doucette should be asked to make a presentation on his trip to Hawaii. For October, the plan is to have a member's presentation session and it was agreed that this should be advertised through the Discussion and/or Announce List and through Nova Notes.

230606MN-Act03

Judy Black to ask Tim Doucette if he could make a presentation of his Hawaii trip for the September meeting.

It was agreed that we did not need a Board meeting on June 20.

3. Nova East Planning Committee Report

Chris Young wasn't present, but Tony McGrath is on the Planning Committee. He indicated that the next meeting is scheduled for tomorrow evening. Judy asked what the theme of the weekend and Tony indicated it is celestial birds. Lisa Anne is doing the T-shirt design. Judy indicated she would ask Jerry and Chris to get information about Nova East up on the website.

4. Report from the National Council Representative

Judy indicated that there was an item that requires an answer to Randy Attwood tonight regarding the number of Eclipse viewers that the Centre needs: 1) who was our Centre rep on the 2024 Eclipse Committee? David Hoskin indicated that he has been participating in the meetings and was willing to continue to do so. 2) how many Eclipse viewers does the Centre wish to order? It was suggested that most members would be travelling elsewhere to view totality and to get a better weather forecast. There was a question about the Discovery Centre and it was indicated that David and Peter have had discussions with them, and that Ryan and Japna participate in the RASC Eclipse Committee meetings. The time of day of the eclipse creates some issues for school involvement; it was suggested that the Discovery Centre might consider extending their hours on the day of the eclipse. David indicated that the provincial Department of Education may be providing eclipse viewers to grade 12 classes. Our price from National will be \$0.50 +HST and shipping. There was discussion about demand and about availability. John N indicated that Tourism PEI was making plans and asked if RASC wanted any involvement. It was agreed that we would wait for them to ask, that Halifax Centre doesn't have the volunteer base in PEI to support an event there, and that viewers wouldn't be available from RASC as it isn't a RASC event.

230606MN-Mot03

It was moved by Judy Black and seconded by Matt Dyer that we place an order for 500 solar viewers with RASC National for the 2024 solar eclipse.

CARRIED.

Judy also reported that there was an election for officers of the National Committee and that three members had been appointed by acclamation.

Judy also indicated that she had a 13-page report of the NC meeting, because she was chairing the meeting and didn't have someone to record, but that she was hoping to provide a shortened version in the future. She indicated that a big item of discussion had been the cost/benefit of the virtual General Assembly format. It was suggested that the virtual GA format would have a significant negative impact on the RASC Community. She indicated there had been discussion of whether the RASC Calendar

should become a member benefit and opinions expressed did not support this. There was discussion about revision of the National website and maintaining the archival function. There was also discussion about the Treasurer position on the National Finance Committee and submission of the RASC Financial Statement. There were concerns expressed that information about the AGM wasn't being received by members. There was also a question about the Dorner Telescope Museum and its trust. Judy conveyed to us and Gregg Dill that the Finance Committee appreciated the invaluable service that Gregg provides to that committee.

230606MN-Act04

Judy Black to forward the amended National Council meeting report to our Halifax Centre Board members.

5. RASC Halifax Centre Website and YouTube

Judy indicated that there wasn't a lot to report, Jerry was waiting for material from the Nova East Planning Committee to update the Centre website. He had also updated the website to indicate that SCO was closed as a result of the wildfires.

6. Financial Update

Dave Lane indicated that it had been a long process but that three members now had signing authority electronically and that he has a bank card that works but he still doesn't have online banking access which he is exploring. He confirmed that we are receiving revenue from National. Judy indicated she still had 7 of the 2023 RASC calendars and it was agreed that we would give these to David for outreach activities.

7. Member Recruitment and Retention

Peter reported that Jenna Hinds, the new National Executive Director, had responded to his query about information going to new members that National was no longer providing welcome material to new members that affiliate with Halifax Centre. He asked if we should take this on ourselves and indicated that he needed some help with obtaining new member information from the Driven database. It was suggested that training with the Driven system would be helpful and that a task team be formed to address this. Peter questioned whether this should be the responsibility of the Secretary and whether there should be a position designated for Member recruitment and retention. He was concerned with what he perceived to be declining membership numbers. Judy indicated that use of the Driven database was on other Centre's agendas and that there were requests from other Centres for training.

230606MN-Act05

Peter Hurley, Tony McGrath, Dave Lane, Gregg Dill and Pat Kelly to form a task team to determine how to extract data from the Driven database and welcome new members to RASC Halifax Centre.

There was discussion about issues with the National discussion list for the Centre that is administered on the Driven system, and it was agreed that the Task team would deal with this too.

8. Education and Public Outreach

David indicated he hadn't received any EPO requests. He and Peter have been involved with Project Luna at the Discovery Centre and will be there tomorrow for a 1-hour session to introduce a class to viewing with telescopes and binoculars. David also reported he had been in contact with someone in the HRM Library about programming and that they would be discussing the possibility of the Centre making presentations at the libraries, which could help us with recruitment to the Centre.

Updates/Reports

8. SCO

John Liddard reminded us that the closure of SCO had been a RASC Halifax Centre decision, that SCO had never been in an exclusion zone related to the wildfires; it was a self-imposed closure. He had contacted Harden Wyle at Minas Energy and because SCO is on private property, it was exempt from the Provincial closures. It was agreed that our closure was no longer required.

230606MN-Mot04

It was moved by Dave Lane and seconded by Kathy Walker to announce that SCO was now re-opened to use.
CARRIED.

230606MN-Act06

Jerry Black to update the Halifax RASC Centre website to indicate that the SCO closure was no longer in effect.

230606MN-Act07

Judy Black to send a message to the RASC Centre Announce List that the SCO closure was no longer in effect.

John Liddard indicated that, because of his wrist injury, he wasn't able to perform some of the maintenance required at SCO. This included getting power to the Storage Room/Toilet, and some needed painting which would require the purchase of paint.

230606MN-Act08

John Liddard to organize work parties to paint the exterior areas of SCO where required, and the run a power cable from the Warm Room to the Storage Room/Toilet.

It was agreed that an update on the Financial Status of SCO contributions was pending.

230606MN-Act09

Dave Lane to provide an update on SCO upgrade fundraising balance.

Governance

10. Update: Registry of Joint Stock Companies (RJSC)

It was agreed that we had already discussed this item as part of the action item outcome.

11. Governance Review

Judy indicated that if there were changes to Bylaw #1 that need to be made, they would need to be made over the summer break because they would need to be reviewed by the Board at the September meeting so they could be presented to the Membership before the Members meeting in October.

New Business

12. Ecology Action Centre

John N indicated he had received a request from the Ecology Action Centre for a contact to discuss light pollution abatement and birds. It was suggested that it might be best to refer them to the RASC National LPA Committee.

Adjournment

There being no other pressing business, John N asked for a motion to adjourn.

230606MN-Mot05

It was moved by Judy Black to adjourn the meeting at 9:06pm.

Respectfully submitted,
Peter Hurley, Secretary

ACTION LIST (June 6, 2023):

| | | |
|-------------------------------|--|------|
| From November 29, 2022 | | |
| 221129MN-Act09 | Peter Hurley to put amendment of Bylaw #1 to include use of social media to hold meetings on a future Board meeting agenda (not January 3, 2023). | Open |
| From January 10, 2023 | | |
| 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 |
| From March 28, 2023 | | |
| 230328MN-Act02 | Dave Lane to provide a budget update and indicate where we could fund-raise. | Open |
| 230328MN-Act06 | John Liddard to explore with Superior Propane how to coordinate removal of the old propane tank. | Open |
| 230328MN-Act08 | John Liddard and Tony McGrath to coordinate running a power line out to the storage building/toilet. | Open |
| 230328MN-Act09 | John Liddard to investigate replacing the lock on the SCO driveway or fabricating a cover for it. | Open |
| From May 2, 2023 | | |
| 230502MN-Act01 | Peter Hurley to confirm fall booking of meeting room for Members meetings at SMU in August. | Open |
| 230502MN-Act04 | Peter Hurley to explore with National office how member statistics are generated from the Driven database. | Open |
| From June 6, 2023 | | |
| 230606MN-Act01 | Dave Lane to resolve the double payment of the RASC Halifax Centre 2023 Annual Renewal fee to NS RJSC. | Open |
| 230606MN-Act02 | Dave Lane to submit the RASC Halifax Centre 2021-22 Annual Financial Statement to NS RJSC. | Open |
| 230606MN-Act03 | Judy Black to ask Tim Doucette if he could make a presentation of his Hawaii trip for the September meeting. | Open |
| 230606MN-Act04 | Judy Black to forward the amended National Council meeting report to our Halifax Centre Board members. | Open |
| 230606MN-Act05 | Peter Hurley, Tony McGrath, Dave Lane, Gregg Dill and Pat Kelly to form a task team to determine how to extract data from the Driven database and welcome new members to RASC Halifax Centre. | Open |
| 230606MN-Act06 | Jerry Black to update the Halifax RASC Centre website to indicate that the SCO closure was no longer in effect. | Open |
| 230606MN-Act07 | Judy Black to send a message to the RASC Centre Announce List that the | Open |

| | | |
|----------------|--|------|
| | SCO closure was no longer in effect. | |
| 230606MN-Act08 | John Liddard to organize work parties to paint the exterior areas of SCO where required, and the run a power cable from the Warm Room to the Storage Room/Toilet. | Open |
| 230606MN-Act09 | Dave Lane to provide an update on SCO upgrade fundraising balance. | Open |

MOTION LIST (June 6, 2023):

| | |
|----------------|---|
| 230502MN-Mot01 | It was moved by Judy Black and seconded by David Hoskin to approve the May 2, 2023 Board of Directors meeting agenda, as amended. CARRIED. |
| 230502MN-Mot02 | It was moved by David Hoskin and seconded by Kathy Walker to approve the March 28, 2023 Board of Directors meeting minutes, as amended. CARRIED. |
| 230502MN-Mot03 | It was moved by Dave Lane and seconded by Kathy Walker that the RASC Halifax Centre Facebook Group be moved from public to private membership. CARRIED. |
| 230502MN-Mot04 | It was moved by Judy Black and seconded by David Hoskin to approve Policy G8: RASC Halifax Centre Astroimaging Contest Criteria, as amended. CARRIED. |
| 230502MN-Mot05 | It was moved by Judy Black and seconded by John Nangreaves to approve Policy G13: Policies & Recommendations Regarding Use of Green Laser Pointers (GLPs) at Halifax Centre Events, as presented. CARRIED. |
| 230502MN-Mot06 | It was moved by Judy Black and seconded by Kathy Walker to approve PD13: Position Description – Webmaster, as amended. CARRIED. |
| 230502MN-Mot07 | It was moved by Judy Black and seconded by John Nangreaves to approve Policy B2: Terms of Reference - Ordinary Committees, as discussed. CARRIED. |
| 230606MN-Mot08 | It was moved by Judy Black to adjourn the meeting at 9:06 pm. |