



RASC Halifax Centre Board of Directors – Meeting

Thursday, June 18, 2020: 6:00 – 8:00 PM

Via Zoom - Meeting ID 989-1746-3823

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents
6:00	1. Welcome & Introductions <ul style="list-style-type: none"> Approval of Agenda Review Action List Approval of Previous Minutes of Meeting 	Information Approval	Judy Black	Minutes pre-circulated: May 21, 2020 Agenda pre-circulated
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ol style="list-style-type: none"> SMU Room Bookings 2020 Meeting date confirmation Guest Speakers & Ideas for Future Presentations OH Presentations 	Ongoing Discussion	Judy Black	<i>Refer to SMU Reservation</i> <i>Refer to Agenda Note #1</i>
	3. Report from National Representative	Information Discussion	Patrick Kelly	n/a
	4. Outreach / Inreach <ul style="list-style-type: none"> Halifax Centre Zoom account Outreach requests (if applicable) 	Discussion	Judy Black Paul Heath	<i>All in-person Outreach is cancelled; virtual sessions only</i>
	5. RASC Halifax Centre Website	Information Discussion	Judy Black	n/a
	6. Financial Update <ul style="list-style-type: none"> June Financial Report Surcharge survey 	Discussion	Gregg Dill Judy Black	<i>Pre-circulated</i>
UPDATES / REPORTS				
	7. SCO Status <ul style="list-style-type: none"> SCO Access Electrical upgrade 	Information Discussion Decision	Judy Black John Liddard	n/a
	8. Report: Nova East Planning Committee <ul style="list-style-type: none"> T-shirts Astroimaging Contest 	Discussion Approval	Judy Black	<i>Refer to Agenda Note #2</i>
	9. Update: <i>The Discovery Centre</i>	Discussion Information	Peter Hurley Wayne Harasimovitch	n/a
	10. Update: 2015 GA Video Editing	Discussion Decision	Gregg Dill	<i>Refer to Agenda Note #3</i>

	11. Update: Library	Discussion Information	Wayne Harasimovitch	n/a
	12. Report: Binocular Flyer	Discussion Decision	Pat Kelly	n/a
NEW BUSINESS				
	13. Evaluation of Zoom Account	Information Decision	Judy Black	<i>Refer to Agenda Note #4</i>
	14. Policy G10: Policies regarding permitted commercial activities at Halifax Centre Meetings & Events		Judy Black	<i>Refer to Agenda Note #5</i>
DEFERRED				
	15. Status: Halifax Centre Priority Setting	Discussion Information	Judy Black	n/a
	16. Update: Halifax Centre Business Cards	Discussion Decision	Wayne Harasimovitch	n/a
	17. Communications Strategy	Discussion Decision	Judy Black	No meetings have been scheduled
8:00 PM	Adjournment			

RASC, Halifax Centre Members' Meeting

Saturday, June 13, 2020: 1:00 PM – 4:30 PM

Via Zoom - Webinar ID 908-463-589

Agenda Items			
Time	Item	Purpose	Responsibility
1:00 PM	1. Welcome & Introductions Photo Montage	Information	Judy Black Paul Gray
	2. Outreach Opportunities • Food for the Soul	Information	Paul Heath
	3. What's Up?	Information	Dave Chapman
	4. News from the Board	Information	Judy Black
	5. Presentation: Observer's Handbook Twilight & Sidereal Times	Presentation	Pat Kelly
	6. Librarian's Report	Information	Wayne Harasimovitch
	7. Youth Activity	Activity	Paul Heath
	8. Special Presentation: Cap the Light. Save the Night.	Presentation	Tim Doucette
4:00 PM	9. Adjournment		

SMU Reservation** / Zoom Reservations***

Meeting Dates	Executive Meeting			Member Meeting		
	Rm #	Time Booked with SMU	Actual Meeting Time (PM)	Rm #	Time Booked with SMU	Actual Meeting Time
Zoom Members Meetings (in RASC Zoom Account)						
June 13/20: Booked as 3.5-hour, Webinar ID 908-463-589						
September 12/20: Booked as 3.5-hour, Webinar ID 708-618-956						
October 3/20: Booked as 3.5-hour webinar, Webinar ID 886-1020-6409						

November 7: Booked as 3.5-hour webinar, Webinar ID 891-3105-6268
December 5: Booked as 3.0-hour webinar, Webinar ID 872-2438-8991

Zoom Board Meetings (in Halifax Centre Zoom Account)

June 18/20: Booked as 2-hour meeting, Meeting ID 989-2746-3823

Zoom NE COVID-19 Edition (in Halifax Centre Zoom Account)

Aug 4/20: Booked as 1.5-hour meeting, Meeting ID 984 9049 3942 (Kathy Walker)
Aug 11/20: Booked as 1.5-hour meeting, Meeting ID 932 0146 1322 (David Hoskin)
Aug 18/20: Booked as 1.5-hour meeting, Meeting ID 926 3619 5531 (Keegan Oickle, Fiona Morris)
Aug 25/20: Booked as 1.5-hour meeting, Meeting ID 994 9221 8125 (Tony Schellinck)
Sept 1/20: Booked as 1.5-hour meeting, Meeting ID 941 5577 7176 (Paul Heath)
Sept 8/20: Booked as 1.5-hour meeting, Meeting ID 961 7402 6901 (Patrick Kelly)

** SMU will be contacted in early August to determine the availability of room bookings for Fall 2020.

*** Halifax Centre presentations will be booked on Zoom:

- a) Members Meetings on the national RASC webinar account
- b) Board Meetings on the Halifax Centre meeting account
- c) Nova East Speaker Series on the Halifax Centre meeting account

**Halifax Centre Board of Directors - Minutes of Meeting
June 18, 2020: 6:00 PM – 8:00 PM
held via Zoom (Meeting ID # 989-1746-3823)**

Present: Judy Black, Peter Hurley, David Hoskin, Gregg Dill, Pat Kelly, Paul Gray, Wayne Harasimovitch
John Liddard (joined meeting at 6:40 PM).

Regrets: Tom Crosman, Matt Dyer

1. Welcome & Introductions

Judy Black called the meeting to order at 6:04 PM and welcomed members. The meeting agenda was reviewed. Judy asked if the email circulated to Board members by Dave Chapman on June 17 regarding nominations for RASC awards in 2021 should be added to the agenda. It was agreed to insert it before item 15, moving item 15 to 16.

200618MN-Mot01

It was moved by David Hoskin and seconded by Pat Kelly to approve the June 18, 2020 Board of Directors meeting agenda, as amended.
CARRIED.

The Action Lists were reviewed.

From January 2020

Action 5: Open.

From February 2020

Actions 6, 7: Open.

From March 7, 2020

Action 4: Closed.

From April 16, 2020

Action 5: Closed. The Halifax Centre Zoom account has been extended to one year.

Action 6: Closed. Judy Black suggested that discussion should be deferred until agenda item 16.

Action 9: Open. Pat Kelly was still dealing with the National Centre manual.

From May 21, 2020

Action 1: Closed.

Action 2: Open. Judy Black asked John McPhee for contact info for Glenn Roberts, with the intent of inviting him to speak at the Members meeting in October or November.

Action 3: Closed. Guidelines were drafted, approved by the Board and distributed to the membership via the Centre announce list and were posted on the Centre website.

Action 4: Closed.

Action 5: Open.

Action 6: Closed. Pat Kelly now has access to the Centre Zoom meeting account and can fill in for Judy Black as meeting host.

Action 7: Closed. Judy Black added *G9: RASC Halifax Centre Guidelines for In-Camera Sessions* to the Centre Policy Manual.

Action 8: Closed. Judy Black posted *G9: RASC Halifax Centre Guidelines for In-Camera Sessions* to the Centre website.

Action 9: Closed.

Action 10: Closed. Judy Black will propose splitting our priority setting survey into sections, but she expressed that she has a concern.

Action 11: Closed.

Action 12: Closed. Judy also sent an email to Jamie Carmichael at Minas Energy, with help from Roy Bishop.

Action 13: Closed.

Action 14, 15: Open.

The minutes of the May 21, 2020 Board of Directors meeting were reviewed. Pat Kelly had circulated corrections by email on June 15, 2020.

200618MN-Mot02

It was moved by Pat Kelly and seconded by David Hoskin to approve the minutes of the May 21, 2020 Board of Directors meeting as revised.

CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

a) *SMU Room Bookings*

200618MN-Act01

Judy Black to contact Dan Snyder at SMU to enquire whether SMU will be closed in the fall or if regular classes will resume.

b) *2020 Meeting date confirmation:*

There was discussion whether we should schedule a Board meeting over the summer to deal with developing issues such as SCO access and priority setting and it was agreed not to set a date at this time but to try to use email or hold a quick special Zoom meeting, if necessary. It was agreed that the next formal Board meeting would be scheduled for September

3. Members' meeting dates for the remainder of the year are listed in Agenda Note #1. Judy Black has booked the fall Members' meeting dates September to December on the National Zoom account as webinars and the 6 Nova East talks will be hosted on the Centre Zoom account as meetings. The status of the September BBQ remains undetermined.

c) Guest Speakers and Ideas for Future Presentations

Nicole Mortillaro is scheduled guest speaker in September. Glenn Roberts is still a possibility as are Luigi Gallo and graduate students.

d) OH Presentations

It was agreed to postpone decision until the September meeting.

3. Report from National Council Representative

Pat Kelly indicated that there was nothing to report as there had been no meeting

4. Outreach / Inreach

No activities had been reported. Zoom will continue to be used for virtual observing and special astroimaging sessions.

5. RASC-Halifax Centre Website

Judy Black reported that policy G9 had been posted in the Policy section of the website and the new SCO use Guidelines had been posted in the Home page News and the SCO sections. The 2015 GA videos are also cited on the Home page News. An announcement for the Nova East COVID-19 Edition talks will be added to the Nova East site.

200618MN-Act02

Judy Black to add the Nova East COVID-19 Edition talks to the Nova East website.

6. Financial Update

Gregg Dill had circulated a June financial report by email in the afternoon before the meeting. He indicated that the longer we are shut down, the better we are financially. There was some discussion of where we stood overall, what was the current bank balance and the status of investments, which Gregg provided. In response to a question, Gregg reviewed the annual financial statement balances from 2015 to 2019, and he noted that the balance went into an annual deficit in 2017 and was in deficit in 2018 and 2019. There was some discussion about what had changed to cause this, but no conclusion was reached.

After our previous discussion about the Centre surcharge, Judy had asked other Centres about their surcharge and about how Star Party profits are dealt with. She had also asked National office for a breakdown of surcharges by Centre. The responses she received from other Centres and the list from National are presented in Agenda Note #2. It was noted that our surcharge is among the lowest and has not changed since it was established. There was some discussion, but no conclusion was reached. It was suggested that, due to COVID-19, this was perhaps not a good time to change the Centre's surcharge. This will be re-examined in May 2021.

UPDATES / REPORTS

7. SCO Status

Judy Black reported that when she posted the new SCO Access document on the website, she had noticed that some of the links were out-of-date or were static.

200618MN-Act03

Judy Black to review the SCO section of the website, correct out-of-date material and change static links to dynamic links.

John Liddard reported that he, Paul Gray, Blair McDonald and Dave Lane had had a productive meeting to review SCO

requirements and they had concluded that the upgrade would be relatively simple. Existing outlets should be electrified. They felt that a 200amp service would be more than enough power now and into the future. They suggested adding an external light to facilitate packing up, when required. They recommended four outlets in the warm room, four in the roll-off, and two outside. It was noted that better lighting in the warm room, both red and white, and dimmable, would be desirable. It was concluded that John should proceed with getting quotes regarding installation of the electrical panels.

8. Report: Nova East Planning Committee Meeting

The report of the Nova East Star Party Planning Committee meeting #4 was included as Agenda Note #3. Judy Black indicated that speakers had agreed to Tuesday nights since National has Thursday evenings booked for events. The dates will be August 4 to September 8. Prices for t-shirt printing on-demand were not obtained so those wishing a t-shirt will be provided with the logo and they can go where they wish to have the logo applied to a t-shirt of their choice. The Astroimaging contest submission dates have been changed to August 21, 2020 to midnight September 11. A decision on prizes has been postponed for now. The web pages need to be updated.

200618MN-Act04

Judy Black to make the announcement of the Nova East COVID-19 Edition talks to Halifax Centre members in mid-July.

9. Update: The Discovery Centre

Wayne Harasimovitch and Peter Hurley reported that they had been in touch with Japna Sidhu-Brar at the Discovery Centre about following up on new collaborations. The Discovery Centre is planning to re-open to the public in mid-July and they are very busy preparing for that. It was agreed that they would plan to discuss next steps in mid-August and prepare a proposal for the September Board meeting, possibly for the Mars opposition in October.

200618MN-Act05

Wayne Harasimovitch and Peter Hurley to approach Discovery Centre to explore developing further collaborations.

10. Update: 2015 GA Video Editing

A summary of progress to-date of the editing project was included as Agenda Note #4. There was some discussion of how invoices would be paid; Halley Davies should invoice Halifax Centre.

11. Update: Library

Wayne Harasimovitch indicated that there was nothing to report; no one had requested to loan a book. Book reviews were to come in the fall.

12. Report: Binocular Flyer

Pat Kelly will report back next meeting.

NEW BUSINESS

13. Evaluation of Zoom Account

An evaluation of the Halifax Centre Zoom account was included as Agenda Note #5. It was observed that there was more participation at the Members' meeting on Zoom than at the regular face-to-face meetings. A benefit of the special sessions on Zoom was that they were recorded, and members could go back and review them after they were posted. Other benefits for the Board were that the Board and Members' meetings were on separate dates, and News from the Board was a better presentation at the Members' meetings. It was agreed that we would keep the Zoom account and continue to use it. The cost will be applied against office administration budget.

14. Policy G10: Policies regarding permitted commercial activities at Halifax Centre Meetings and Events

Judy Black had provided a revision of the old policy, included as Agenda Note #6. The major change is that the responsibility for dispute resolution would now reside with the Board not the President. There were a couple of spelling and grammatical changes, and it was agreed to leave the form at the end as part of the document.

200618MN-Mot03

It was moved by Pat Kelly and seconded by David Hoskin to approve Policy G10, as modified.
CARRIED

15. Nominations for RASC 2021 Awards

In an email sent to the Board on June 17, 2020 Dave Chapman had proposed that Halifax Centre nominate Quinn Smith and Blair MacDonald for RASC Service Awards and James Edgar for the Fellowship Award. Mary Lou Whitehorne had seconded these nominations in an email of June 18, 2020. Pat Kelly agreed to work with Dave on the nomination for James Edgar. Dave should take the lead on the nominations for Quinn and with help from Mary Lou on the nomination for Blair.

200618MN-Act06

Judy Black to communicate to Dave Chapman that he should proceed with 2021 RASC Nominations, as proposed.

200618MN-Act07

Pat Kelly to contact Dave Chapman regarding helping with the James Edgar nomination.

16. Status: Halifax Centre Priority Setting

Judy Black reported that she had spoken to Phil Groff on June 11, 2020 about piggybacking our survey with one that National office was planning. They had concluded that we should proceed on our own. Phil had suggested that we might be able to get a free Survey Monkey account, but that we could use their account if we notified him and Jenna Hines when we did.

There was discussion regarding whether to break the 32-questionnaire into 2 parts; the consensus was to not break it up, to send it as one questionnaire. And there was consensus that it should go out in late June or July, as it's not a busy time, and to ask for a 2-week response time with a 1-week reminder.

200618MN-Act08

Judy Black to contact Jenna Hines to put our questionnaire into Survey Monkey.

DEFERRED

Items 17 and 18 were deferred.

Adjournment

Judy Black pointed out that according to Roberts Rules, if all business is closed, then the President or chair could adjourn a meeting. Given there was no further business to discuss, Judy Black adjourned the meeting.

Adjournment at 7:39 PM.

Respectfully Submitted,
Peter Hurley, Secretary

ACTION LIST (as of June 18, 2020):

<i>From January 2020</i>		
200111MN-Act05	Gregg Dill and John Liddard will establish the value of capital equipment when the inventory is complete.	Open
<i>From February 2020</i>		
200201MN- Act 06	Pat Kelly will circulate the RASC Centre Manual to members for comment when it has been received.	Open

200201MN-Act07	Paul Heath to report back to the Board with details regarding the paperwork required by Parks Canada.	Open
<i>From March 7, 2020</i>		
200307MN-Act04	Paul Heath and John Liddard to explore getting the broken free-standing banner repaired.	Open
<i>From April 16, 2020</i>		
200416MN-Act09	Pat Kelly to draft a revised binocular flyer for review.	Open
<i>From May 21, 2020</i>		
200521MN-Act02	Judy Black to find contact information for Glen Roberts to explore if he would be interested in speaking at a Members' meeting and appropriate dates.	Open
200521MN-Act05	Judy Black to contact Luigi Gallo to explore if he or his graduate students would be interested in speaking.	Open
200521MN-Act014	Paul Gray will send the document outlining the power draws of scopes, cameras, etc., to John Liddard.	Open
200521MN-Act015	John Liddard to obtain price quotes from 3 electricians once the electrical requirements for SCO are determined.	Open
<i>From June 18, 2020</i>		
200618MN-Act01	Judy Black to contact Dan Snyder at SMU to enquire whether SMU will be closed in the fall or if regular classes will resume.	Open
200618MN-Act02	Judy Black to add the Nova East COVID-19 Edition talks to the Nova East website.	Open
200618MN-Act03	Judy Black to review the SCO section of the website, correct out-of-date material and change static links to dynamic links.	Open
200618MN- Act04	Judy Black to make the announcement of the Nova East COVID-19 Edition talks to Halifax Centre members in mid-July.	Open
200618MN-Act05	Wayne Harasimovitch and Peter Hurley to approach Discovery Centre to explore developing further collaborations.	Open
200618MN-Act06	Judy Black to communicate to Dave Chapman that he should proceed with 2021 RASC Nominations, as proposed.	Open
200618MN-Act07	Pat Kelly to contact Dave Chapman regarding helping with the James Edgar nomination.	Open
200618MN-Act08	Judy Black to contact Jenna Hines to put our questionnaire into Survey Monkey.	Open

MOTION LIST (June 18, 2020):


200618MN-Mot01	It was moved by David Hoskin and seconded by Gregg Dill to approve the June 18, 2020 Board of Directors meeting agenda, as amended. CARRIED.
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200618MN-Mot02	It was moved by Pat Kelly and seconded by David Hoskin to approve the minutes of the May 21, 2020 Board of Directors meeting, as revised. CARRIED.
200618MN-Mot03	It was moved by Pat Kelly and seconded by David Hoskin to approve Policy G10, as modified. CARRIED.

Approved September 3, 2020

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
<p>Agenda Note #1 re Item #2: 2020 Approved Meeting Dates and Events</p>	<p>2020 Approved Members Meeting Dates and Events (<i>Note: A low-key Kejimikujik Fall for the Stars is slated for Sept 19-21. DSW is cancelled due to logistics of Park access.</i>)</p> <ul style="list-style-type: none"> ○ June 13 – Tim Doucette ○ Nova East: The COVID-19 Edition, August 4 – Sept 8 ○ September 12 – Nicole Mortillaro (or Pat Kelly) ○ September BBQ date TBD (New Moon: Sept. 17) ○ October 3 ○ November 7 ○ December 5 (AGM) <p>Summer/Fall 2020 Approved Board of Director Meeting Dates</p> <ul style="list-style-type: none"> ○ TBD <p>Suggested Speakers</p> <ul style="list-style-type: none"> ● Contact Luigi Gallo re use of students in a specific month of the year for presentations ● Representative for Canso Spaceport ● Subject to address: Great Debate of Shapley & Curtis – 100 years later: the true nature of the cosmos as we know it
<p>Agenda Note #2 re Item 7: Nova East Report</p>	<p>The Board is requested to consider the following regarding Nova East:</p> <ol style="list-style-type: none"> 1- Approval of the NEPC report to the Board; 2- Approval of the t-shirt decision regarding individual purchase, and 3- Approval of changes regarding the 2020 Halifax Centre Astroimaging Contest. <p style="text-align: center;">Nova East Star Party Planning Committee (NEPC) Report to the Board of Directors – June 18, 2020</p> <p>Summary of Decisions (May 23, 2020)</p> <p>1. Speaker Acquisition & Agenda</p> <p>The speaker series as proposed will be held as follows:</p> <ol style="list-style-type: none"> 1. Each session will be 1 hour long that would include both the presentation and the Q&A session. 2. It will be held as a Zoom <i>meeting</i> on the Halifax Centre meeting account for one hour – 7 PM to 8 PM. 3. The sessions would be held on Tuesday evenings: August 4, 11, 18, 25 and September 1 and 8. Dave Chapman will moderate the sessions. <p>The speakers who have agreed to participate in the speaker series are as follows:</p> <ul style="list-style-type: none"> ● Kathy Walker (Aug 4) ● David Hoskin (Aug 11) ● Keegan Oickle & Fiona Morris (Aug 18) ● Tony Schellinck (Aug 25) ● Paul Heath (Sept 1) ● Patrick Kelly (Sept 8) <p>Halifax Centre members would have the first go at registering before non-members were notified through other social media.</p> <p>2. Speaker Series Title:</p> <p>Nova East: The COVID-19 Edition!</p> <p>3. Clothing (t-shirt)</p>

	<p>Because t-shirts have been part of the 33-year history of the event, members agreed a t-shirt should be designed. The costs for on-demand printing is now known. John Read was provided suggested edits to the design. Once approval of the re-design and confirmation with the company are made, RASC members will be able to order their own shirts in their preferred size and colour. The tradition will not be lost!</p> <p>4. Astroimaging Contest & Prizes</p> <p>Allen Sutherland at APS had been contacted about Nova East and the contest. Because the coronavirus has affected his business, Allen had requested the contest be postponed to later in the fall when a better estimation of his involvement would be known. He also noted that a deadline for use of the certificate would be included in the letters provided to winners. A letter will be sent to Allen in early August to make a second inquiry regarding prizes.</p> <p>Given the uncertainty of APS being able to provide first prizes for the three categories, the Board had agreed it would be great if prizes were available but if not then bragging rights would be sufficient for this year.</p> <p>The dates for photo submissions were decided – Friday, August 21, 2020 to midnight Friday, September 11, 2020. The contest would be promoted on our website and at each of the Nova East Speaker Series sessions. Judy will also give a head’s up at the June 13 members’ meeting about the contest. Members agreed the winners would be announced at the October 3, 2020 Members’ Meeting, followed by inclusion on the Centre and Nova East websites.</p> <p>5. Date of Next NEPC Meeting (Wrap-Up)</p> <ul style="list-style-type: none"> September/October 2020 <p>Respectfully Submitted, Judy Black, Chair Nova East Planning Committee</p>
<p>Agenda Note #3 re Item 9: 2015 GA video editing</p>	<p>REPORT ON RASC 2015 GA VIDEO EDITING PROJECT</p> <p>All the GA talks were recorded at the time (video of speaker, microphone audio, and slides) but only one was edited and published (Rob Thacker’s Ruth Northcott Lecture).</p> <p>It takes a couple of hours per talk (more for the longer ones) to put the files together, synchronize them, decide when to display the slide instead of the speaker, create a title and end credits, create a thumbnail, upload to YouTube, and possibly to re-edit after review.</p> <p>It became apparent that the massive job of finalizing all the talks was not going to get done unless we paid to have it done. I knew Halley could do a professional job, so I made a proposal to RASC Halifax Council to hire her to do it. I felt that there was good material there and we should archive it properly. Also, it was important to transfer the files from the computer they were stored on and put them on an RASC-owned hard drive. Halley did not charge to do that.</p> <p>RASC Halifax Council decided to apply to the RASC Special Projects Fund for support and received \$500 (the maximum), but we had to wait until May to get it.</p> <p>That amount of money required us to prioritize—not all of the talks would see the light of day. In the meantime, the Mi’kmaw Moons Project paid Halley to edit the GA Banquet talk by Cathy LeBlanc and Dave Chapman.</p> <p>Before the current project, these two videos were produced:</p> <ol style="list-style-type: none"> Galactic Archaeology: Raiders of the Lost Galaxy—Prof. Rob Thacker One Moon—Two Eyes (Mi’kmaw Moons)—Cathy LeBlanc and Dave Chapman <p>Since Halley started the RASC-funded work, we have completed three videos:</p> <ol style="list-style-type: none"> The Ocean Tides of 2015—Prof. Roy L. Bishop Astronomy Without Borders—Andrea Misner

	<p>5. Painting the Vault of Heaven: the St. John's Lunenburg Celestial Ceiling—Prof. Dave Turner and Randall Rosenfeld</p> <p>The next three videos we hope to complete with RASC SPF support are:</p> <p>6. A New Observatory for Science—Damien Lemay, RASC Unattached</p> <p>7. Finding Planets Orbiting Other Stars: Does Size Matter?—Melanie & Emma Seabrook, Toronto Centre (youth presenters)</p> <p>8. Plaskett Lecture—Dr. Anne Archibald</p> <p>RASC Toronto has generously supported us to complete:</p> <p>9. The Scientific Rationale for the New ISO Standard for Solar Filters—B. Ralph Chou, Toronto Centre</p> <p>10. Studies of the Variable Star Betelgeuse using Observations from Amateur Astronomer—Frank Dempsey, Toronto Centre</p> <p>With additional funds (~\$240), we could complete:</p> <p>11. Walk to the Moon—A Hands-On Demo—Paul Heath, Halifax Centre</p> <p>12. Small Observatories—Charles Ennis, Sunshine Coast Centre</p> <p>13. Near-infrared Photometry of Venus—Richard W. Schmude, Jr., Kingston Centre</p> <p>14. Miniature Telescopes I Have Made—Barry Matthews, Ottawa Centre</p> <p>We are trying to get one talk finished per week, and we premiere them on the YouTube channel on Monday nights. Here's the playlist: https://www.youtube.com/playlist?list=PLebMPxNPb_h3sNOV1JShn2NT9tE9--d30</p> <p>There were other talks presented, but they seem dated now and were not considered appropriate to invest time and money in.</p> <p>Cheers, Dave Chapman</p>
<p><i>Agenda Note #4 re Item 13: Zoom Account Summary</i></p>	<p>RASC Halifax Centre Report – 2020 Zoom Account Summary</p> <p>Background: Because a State of Emergency was declared on March 22, 2020, all face-to-face Board and Members' meetings and special events were cancelled. The national RASC opened its accounts for Centres to use to book meetings and special presentations shortly after the State of Emergency was announced.</p> <p>Our meeting location at Saint Mary's University (SMU) was closed and the Friday, June 5th announcement stated all courses in the fall were to be offered virtually/online. In the COVID-related updates from the University on their website, it states: "At this time, the university is not permitting students, faculty, staff, and visitors on campus." Therefore, chances of us obtaining meeting space come fall is greatly reduced.</p> <p>A Halifax Centre zoom meeting account was purchased and is to be evaluated at the June 18/20 meeting.</p> <p>Cost of Zoom: The Zoom Pro account was opened for meetings only on April 17, 2020 with the capacity to hold up to 100 participants at the cost of \$20.00 + HST/month/host. Subscribing to a Zoom account annually with 30% off (\$140+HST) works out to a 42% annual cost reduction. The 30% off option equates to five months free (refer to Table 1). How long the 30% reduction is available is the question!</p> <p>Note: To host our own Video Webinar account would start at an additional \$53.00/month/host for 100 participants.</p> <p>Patrick Kelly (as of May 22/20) was given the login information to set up and potentially host meetings on the Centre's behalf.</p>

Zoom Usage:

Tables 2 and 3 provide the detailed summary of the RASC and Halifax Centre usage since March 26, 2020. With the details in the chart below, here is the quick summary:

- 7 members' meetings – 3 held, 4 booked for the Fall in RASC account
- 5 sessions/tutorials held in Halifax Centre account
- 6 sessions booked for Nova East: The COVID-19 Edition! in Halifax Centre account
- 6 Board meetings held – 2 in RASC account, 4 in Halifax Centre account; Fall meetings TBD
- 2 Nova East Planning Committee in Halifax Centre account; fall wrap-up meeting date TBD

To determine usage, meetings must have registered attendees; the reports provide only the number registered, not the number actually logged in. On the other hand, webinars provide 4 sets of data for those sessions that required registration: number registered, total users, unique viewers and maximum concurrent.

Questions for the Board

Given the COVID-19 situation and the impact it has on how we meet and deliver programs, how do we want to proceed with the Zoom Pro account:

- a- Continue using the account and pay the monthly fee of \$20 + HST/month/host?
- b- Pay the annual fee?
- a- Re-evaluate at October Board meeting?

Table 1: Zoom Cost Comparisons

	Monthly	Annual	30% off Annual
Total	240.00	200.00	140.00
+ HST	276.00	230.00	161.00
Savings (\$)		46.00	115.00
% Savings		16.7	41.7

Table 2: Members' Meetings & Special Presentations

Members' Meetings (in RASC Zoom Account)

Members Meetings

- April 4/20: Booked as 3.5-hour, Webinar ID 309-042-957
- May 21/20: Booked as 3.5-hour, Webinar ID 333-078-510
- June 13/20: Booked as 3.5-hour, Webinar ID 908-463-589
- September 12/20: Booked as 3.5-hour, Webinar ID 708-618-956
- October 3/20: Booked as 3.5-hour webinar, Webinar ID 886-1020-6409
- November 7: Booked as 3.5-hour webinar, Webinar ID 891-3105-6268
- December 5: Booked as 3.0-hour webinar, Webinar ID 872-2438-8991

Statistics: (can only be obtained when participants register for the session)

Date	Registered	Unique Viewers	Maximum Concurrent	Total Users
May 21	41	30	28	57
April 4	37	33	32	53

Special Sessions & Tutorials (in RASC Zoom Account)

- April 11/20: ImagesPlus Processing Walkthrough (Blair MacDonald, 1.5-hour session) Meeting ID 601-519-178

Special Sessions & Tutorials (in Halifax Centre Zoom Account)

Image Processing Tutorials

- May 1/20: PixInsight Workflow (Jeff Donaldson, 1.5-hour session)

- May 5/20: Introduction to Image Process using ImagesPlus (Blair MacDonald, 2.5-hour session) ID 995-3424-1344
- May 29/20: ImagesPlus, Session 2 (re Noise Reduction) (Blair MacDonald, 1.5-hour session) ID 950-9958-7446

Virtual Observing Tutorials

- April 29/20: “Explore the Moon” Virtual Lunar Observing Session (Dave Chapman & Blair MacDonald, 3-hour session)

NE COVID-19 Edition

- Aug 4/20: Booked as 1.5-hour meeting, Meeting ID 984 9049 3942 (Kathy Walker)
- Aug 11/20: Booked as 1.5-hour meeting, Meeting ID 932 0146 1322 (David Hoskin)
- Aug 18/20: Booked as 1.5-hour meeting, Meeting ID 926 3619 5531 (Keegan Oickle, Fiona M)
- Aug 25/20: Booked as 1.5-hour meeting, Meeting ID 994 9221 8125 (Tony Schellinck)
- Sept 1/20: Booked as 1.5-hour meeting, Meeting ID 941 5577 7176 (Paul Heath)
- Sept 8/20: Booked as 1.5-hour meeting, Meeting ID 961 7402 6901 (Patrick Kelly)

Table 3: Board of Directors and Committee Meetings

Board of Directors (in RASC Zoom Account)

Board of Directors Meetings

- March 26/20: Booked as 2-hour meeting, Meeting ID 990-043-157
- April 16/20: Booked as 2-hour meeting, Meeting ID 973-795-795

Board of Directors & Committee Meetings (in Halifax Centre Zoom Account)

Board of Directors Meetings

- May 13/20: Booked as 1-hour special meeting re SCO, Meeting ID 947-3203-0999
- May 21/20: Booked as 2-hour meeting, Meeting ID 947-3203-0999
- June 18/20: Booked as 2-hour meeting, Meeting ID 989-1746-3823
- Summer/Fall meetings TBD

SCO Opening Task Team

- June 1/20: Booked as 1-hour meeting, Meeting ID 981-4293-7037

Nova East Planning Committee (NEPC)

- May 9/20: Booked as 2-hour meeting, Meeting ID 922-2959-3094
- May 23/20: Booked as 2.5-hour meeting, Meeting ID 940-9854-5995
- Sept/Oct Wrap-up meeting TBD

Statistics: (only number registered for the session can be obtained; no breakdown as in webinars)

Date	Registered	Attended
May 9 (NEPC)	7	8
May 13 (SCO Special Meeting)	2	8
May 21 (BoD)	8	9
May 29 (ImagesPlus, Session 2)	13	14
June 1 (SCO Task Team)	2	3

Respectfully Submitted,
Judy Black, President

Agenda Note #5 re Item 14: Policies regarding commercial activities

G10: Policies Regarding Permitted Commercial Activities at Halifax Centre Meetings and Events

(Original approval: 2000)
(Draft Revision for Approval: June 18, 2020)

Background:

RASC Halifax Centre holds regular Board of Directors and Members' meetings, and from time to time hosts Centre-organized outreach events. There are occasions when our Centre is asked by another group, institution or commercial entity to provide volunteers for an event or meeting they are hosting.

A previous policy had been approved by RASC Halifax Centre in 1999-2000 when meetings had been held at the Maritime Museum of Natural History.

Rationale

The Halifax Centre, as a non-profit organization dedicated to the advancement of astronomy, encourages interaction between its members to discuss and exchange information on the various aspects of astronomy so that they may benefit intellectually and gain from their membership in the Centre. Because of its non-profit status, the Centre reserves the right to place certain limitations on the activities of its members and non-members at its meetings and events that may be construed as violating its non-profit status.

It is important to provide guidance regarding limitations to commercial activities accepted at RASC Halifax Centre meetings and related events, such as Nova East Star Party and Centre-organized outreach events.

Policies Related to Commercial Activities at Members' Meetings

Subject to the following limitations, sale of goods and merchandise is limited to those items sold by the Centre to raise money to meet its expenses and objectives. The following limitations are placed by the Centre on members' and non-members' activities at the Centre's Members' meetings.

Sale by Members: Items which individual members of the Centre have for sale or trade may be displayed and sold by requesting permission from the Centre's Board of Directors at least 2 weeks prior to the meeting at which said items are to be displayed. The requirement for such permission is waived for "swap" or "sale" events at meetings organized by the Centre.

Sale by Commercial Entity: Upon request, firms or companies may be issued a written invitation by the Board of Directors or their designate to mount displays of goods or services which they have for sale. Without such an invitation, no firm or company may display goods or services at meetings of the Centre.

Invitation to Display: An invitation to display at general monthly members' meetings may be granted to a firm or company a maximum of two (2) times in any calendar year by the President or their designate and shall stipulate the following restrictions:

1. No items may actually be sold at the meeting;
2. The display shall be restricted to the area and time period assigned by the Board of Directors or their designate;
3. A sign (provided by the Centre) shall be visibly displayed adjacent to the display stating that the Centre does not necessarily endorse the products or services displayed, and takes no responsibility for the performance of either the vendor or their product and/or services;
4. Any other stipulation(s) which the President or the Board of Directors may make.

The Board of Directors shall not issue an invitation to display for a period of one (1) year to any firm or company which has failed to comply in any respect with the above stipulations.

Policies Related to Commercial Activities at Public Observing Sessions and Nova East

Where meetings or events are held on the premises of another institution, any limitations on commercial activity imposed by the hosting institution will be respected. Individuals may sell or trade personal items provided no laws, rules or regulations governing the hosting authority are violated.

It shall be the responsibility of the firm or company to determine from the hosting authority that no rules or regulations will be violated by the display or sale of goods or any other commercial activity.

Commercial displays may not be placed nor sales be made on sites assigned to the RASC Halifax Centre if they violate the hosting authority's rules and regulations for commercial activity.

Firms or companies wishing to carry on commercial activities in conjunction with Centre activities must provide written proof to the Board of Directors or their designate that they will be permitted to carry on business at the specific location and time assigned to the RASC Halifax Centre.

Once such proof is provided, and upon request to the Board of Directors, firms or companies may be issued a written invitation to display which shall be granted at the discretion of the Board of Directors. Without such an invitation, no firm or company may display or sell goods or services at any site assigned to the Centre.

The invitation to display for such events shall carry the following restrictions:

1. The display shall be restricted to the area and time period assigned by the Board of Directors or their designate;
2. A sign (provided by the Centre) shall be visibly displayed adjacent to the display stating that the Centre does not necessarily endorse the products or services displayed, and takes no responsibility for the performance of either the vendor or their product and/or services;
3. Any other stipulation(s) which the Board of Directors may make.

Dispute Resolution

If there is a dispute on the interpretation or application of these guidelines, the Centre's Board of Directors shall be the final arbiters and their decision shall be final.

Royal Astronomical Society of Canada (RASC), Halifax Centre Invitation to Display

The RASC Halifax Centre hereby grants approval for -

(Name of Firm or Company)

to display at

(Name of Halifax Centre Activity)

to be held on _____ at _____.
(Date YYYY/MM/DD) (Location)

The following restrictions shall be adhered to the unless crossed out and initialed by the Centre President or their designate:

1. No items may actually be sold at the meeting;
2. The display shall be restricted to the area and time period assigned by the Board of Directors or their designate;
3. A sign (provided by the Centre) shall be visibly displayed adjacent to the display stating that the Centre does not necessarily endorse the products or services displayed, and takes no responsibility for the performance of either the vendor or their product and/or services;
4. Any other stipulation(s) which the Board of Directors may make.

(President or Designate Name – please PRINT)

(President or Designate Signature)

(Location)

Date Valid YYYY/MM/DD)

	<p>_____</p> <p>_____</p> <p>I, _____, acting on behalf of _____</p> <p>(Please PRINT) (Firm or Company Name)</p> <p>agree to adhere to the above restrictions and acknowledge that my firm or company is permitted to place its display at the invitation of the RASC Halifax Centre and that failure to comply with the restrictions may result in the withdrawal of the invitation and, if withdrawn, I will remove the display immediately upon request by the Board of Directors or their designate.</p> <p>I assume all liability on behalf of the firm or company I represent for the performance or quality of goods or services advertised during Centre-sponsored activities and for any accident or injury incurred which might result from the presence of the display.</p> <p>_____</p> <p>(Signature) (Date YYYY/MM/DD)</p>
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Approved September 3, 2020