



RASC Halifax Centre Board of Directors Meeting

Tuesday, April 6, 2021: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 910 7133 2556

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents
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	Judy Black	Pre-circulated: Minutes: March 2, 2021 Agenda: April 6, 2021
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2021 Meeting date confirmation & approval b. Zoom/SMU Bookings c. Guest Speakers & Ideas for Future Presentations 	Ongoing Discussion Approval	Judy Black	Refer to Agenda Note #1
	3. Report from National Council Representative	Information Discussion	Judy Black	Refer to Agenda Note #2
	4. Outreach / Education <ul style="list-style-type: none"> Outreach Requests (if applicable) Inreach/Education Sessions <ul style="list-style-type: none"> International Astronomy Day (May 15, 2021) InOMN (Oct 16/21) 	Discussion Decision	Paul Heath Judy Black	n/a
	5. RASC Halifax Centre Website	Discussion Decision	Judy Black	n/a
	6. Financial Update <ul style="list-style-type: none"> Financial Strategy Meeting 	Discussion Decision	Gregg Dill Judy Black	Pre-circulated: Minutes: March 23/21 Finance Meeting
UPDATES / REPORTS				
	7. SCO <ul style="list-style-type: none"> Upgrade Status Keyholders list (deferred) 	Discussion Decision	John Liddard Gregg Dill	Refer to Agenda Note #3 re Upgrade Status
	8. Member Survey	Discussion Decision	Judy Black Mary Lou Whitehorne Tony Schellinck	Refer to Agenda Note #4 re Member Survey
GOVERNANCE				
	9. Governance Review Committee re Policy G11	Discussion Decision	Judy Black	<i>pre-circulated</i>
	10. Member Guidelines for Using SCO	Discussion Decision	David Hoskin Kathy Walker	Refer to Agenda Note #5 re SCO Guidelines
NEW BUSINESS				
	10. Correspondence: (SMU President, Dr. Luigi Gallo, Michael Gatto)	Information	Judy Black	n/a
	11. Publication of Membership Lists	Information Discussion Decision	Judy Black	n/a
	12. Volunteer Screening Policy for Halifax Centre <ul style="list-style-type: none"> e.g., Adult or youth groups? General public? 	Discussion Decision	Judy Black	n/a
9:00 PM	Adjournment			

RASC, Halifax Centre – Members’ Meeting

Saturday, April 10, 2021: 1:00 PM – 5:00 PM

Via Zoom – Meeting ID 918 1540 7977

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions - Photo Montage - 2021 Calendars & ETU Guides for sale	Judy Black Paul Gray
1:10 PM	1. Main Presentation: <i>Adam Gonzalez –</i>	Adam Gonzalez
2:00 PM	2. Presentation <i>Dave Chapman – RASC Double Stars Observing Program</i>	Dave Chapman
2:25 PM	3. Outreach / Inreach Opportunities <ul style="list-style-type: none"> • Requests Received • Food for the Soul 	Paul Heath
2:45 PM	4. What’s Up? (March)	Dave Chapman
3:20 PM	5. Members’ Question Period	Various
3:45 PM	6. News from the Board	Judy Black
4:00 PM	7. Adjournment	
4:00 PM – 5:00 PM	<i>Astro-Chat</i>	

* 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.

Approved April 20, 2021

Halifax Centre Board of Directors - Minutes of Meeting
April 6, 2021 - 7:00 PM – 9:00 PM
held via Zoom Meeting ID 910 7133 2556

Present: Judy Black, Peter Hurley, Paul Heath, Kathy Walker, Pat Kelly, David Hoskin, Gregg Dill, Tim Doucette, Matt Dyer, Mary Lou Whitehorne, Lisa Ann Fanning.

Regrets: John Liddard, Wayne Harasimovitch.

1. Welcome & Introductions

Judy Black called the meeting to order at 7:00 pm and welcomed members.

The meeting agenda was reviewed, and Judy proposed the agenda be amended to include the minutes from the Board meeting on Requisition regarding Financial Planning on March 23, 2021 which had been circulated by email by Judy on April 5, 2021. There were no other additions or changes to the agenda proposed.

210406MN-Mot01

It was moved by David Hoskin and seconded by Paul Heath to approve the April 6, 2021 Board of Directors Meeting agenda, as amended.
CARRIED.

The Action Lists were reviewed.

From January 2020

Action 5: Open.

From September 10, 2020

Action 5: Open. Judy had received an email from John Liddard saying that he had run an inspection camera in the conduit from the warm room to the storage building and encountered water at the 10' mark where he had encountered a blockage previously, which was likely ice at that time. Judy hasn't heard anything further from John.

From January 7, 2021

Action 7: Open. Not due until April 30.

From February 2, 2021

Action 2: Closed. Phil Groff will attend our AGM in December.

Action 5: Closed. Tony Schellinck agreed to present on sketching the Moon at the May Members' meeting.

Action 9: Open. Gregg Dill will send an email to Wayne Harasimovitch.

Action 13: Closed due to detailed discussion at the March 23, 2021 Board meeting on Requisition.

From March 2, 2021

Action 1: Closed. Judy has received a topic from Adam Gonzalez.

Action 2: Closed. Tim Doucette sent the dates on to Sara Seager and Leslie Roger, and we are waiting to hear back from them.

Action 3 - 6 : Closed.

Action 7: Closed. The Members' survey is on today's agenda.

Action 8: Closed. Gregg confirmed with Timberland Holdings that we are able to make a single \$5 payment for the 5-year lease.

Action 9: Closed.

Action 10: Closed.

Action 11: Closed. It was agreed that the single page-format binocular flyer should appear on both the Publications and Observing pages on the Halifax Centre website.

210406MN-Act01

Judy Black to upload the new Binocular flyer to the Halifax Centre website.

Action 12: Closed. For discussion under Agenda item 9.

Action 13: Open.

Action 14: Closed.

Action 15: Closed. Tony Schellinck declined.

Action 16: Closed.

The minutes of the March 2, 2021, Board of Directors meeting had been circulated on March 22, 2021 by email by Peter Hurley were reviewed. Comments were received from Pat Kelly by email on March 26, 2021. There were no further changes proposed.

210406MN-Mot02

It was moved by Gregg Dill and seconded by Kathy Walker to approve the March 2, 2021 Board of Directors Meeting minutes, as amended.

CARRIED.

The minutes of the March 23, 2021, Board of Directors meeting on Requisition regarding Financial Planning had been distributed by email by Judy Black on April 5, 2021. Several directors had not had an opportunity to review those minutes, so approval was deferred to the next Board meeting on April 27, 2021.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

a) 2021 Meeting date confirmation and approval

Judy pointed out that dates for 2021 Board meetings are listed in Agenda Note #1, as well as dates for the Members' meetings. Adam Gonzalez will be speaking at the April 10, 2021 Members' meeting on High Velocity Outflows in Active Galactic Nuclei. Chris Gainor will be speaking at the May 1, 2021 Members' meeting on Amateur Use of the Hubble Space Telescope. Given that it will be Chris speaking and the topic he will be speaking on, Judy proposed using the RASC National Zoom webinar account for the meeting rather than the Halifax Centre Zoom meeting account. She anticipates a lot of interest and the presentation has been announced through RASC National. Tony Schellinck will be presenting on sketching the Moon at the same meeting. Sara Seager and Leslie Roger may be able to speak at the October or November meetings, and Randy Atwood may be able to speak at whichever date they do not. Judy pointed out that she had added a new item to the Members' meeting agenda the "Members' Question Period". It was agreed that this was a great idea. Judy will add it to the agenda to be distributed tonight and will send emails to members that have joined the Centre since January 2020 to encourage them to participate. Judy also pointed out that times had been added to the Members' meeting agenda as suggestions to presenters, and this would be reviewed at our next meeting.

b) Zoom/SMU Bookings

Judy explained that we had received a communication from Ian Short, Chair of the Astronomy and Physics Department at SMU, indicating that they are willing to offer us use of space again in September and enquiring about dates, times and numbers. Judy indicated that she would respond to him tomorrow with our agreed fall meeting dates and times and expected numbers and indicate an average attendance of 50 participants at Members' meeting.

210406MN-Act02

Judy Black to respond to Ian Short, SMU Astronomy and Physics Department Chair, with dates, times and numbers required for our fall meeting schedule.

c) Guest Speakers and Ideas for Future Presentations

See above.

3. Report from National Council Representative

Judy indicated that her report as National Council Representative was presented in Agenda Note #2. Gregg asked if there was a planned date for the new platform and Judy indicated that there had been some challenges encountered and she wasn't aware of a release date yet. Judy pointed out that there was information in her report about the Liability Insurance provided by National and asked directors to read this and provide her with any questions that she would collate and report back to National.

210406MN-Act03

Members to respond to Judy Black with questions regarding the Liability Insurance provided by National office by Monday April 12, 2021.

Judy also reported that the *New Observers to Visual Astronomy* (NOVA) program has been revised, and that Tony Schellinck was contributing to this.

4. Outreach / Education

Paul Heath indicated that later this month he would be in contact with Halifax Recreation to plan the second session of the *Introductory Astronomy Course for Youth*, if funding is available. The other request he has received is from the Young Naturalists Club for a virtual online moon tour for young kids. There are 5 Young Naturalist groups in the province that would be interested. Paul needs assistance from those members that have done these presentations previously, such as Dave Chapman, Jerry Black and Blair MacDonald, and someone to help coordinate between them and Young Naturalists to find a date that would work for everyone. Paul is also hoping for some photography assistance to prepare a short 10- to 15-minute video of his moon crater demonstration that could be used with other youth-oriented video material such as the *Walk the Solar System* video. Paul is also suggesting a change to our Members's meeting format and asking Chris Young to present on Sky/Constellation Stories, perhaps on alternating meetings, to bring in some more variety to the Inreach sessions. Paul indicated that he wasn't aware of any plans for Astronomy Day activities this year on May 15. Peter Hurley indicated that he had been in contact with Japna Sidhu-Brar at the Discovery Centre about the possibility of a collaboration this year. Plans for collaboration with the Discovery Centre were cancelled when the Discovery Centre was closed in response to COVID-19; this year Japna is away on assignment and the Discovery Centre is uncertain about planning an event for this year. There was some discussion about doing an event again this year for *International Observe the Moon Night* on October 16 although it will likely need to be a virtual event again.

5. RASC Halifax Centre Website

Judy Black reported there had been nothing new on the Halifax Centre website other than making meeting dates current. There were no questions. Judy indicated that she and Jerry Black would discuss with Pat Kelly if he was interested in taking over as webmaster of the website.

6. Financial Update

Judy Black reminded Directors that the Meeting on Requisition regarding Financial Planning had occurred on March 23, 2021, minutes had been circulated yesterday April 5, 2021, and we would be reviewing those at our next meeting on April 27, 2021.

UPDATES/REPORTS

7. SCO

Judy Black apologized that the report hadn't been included in the Agenda as item #3. She reminded members of the work that had been done. She asked Gregg for a financial summary. Gregg reported that he had received invoices totaling \$15,470.66 to date. Judy pointed out this was approximately \$500 over budget and Gregg concurred. Judy reported that John Woods had communicated to Roy Bishop, John Liddard and herself that K-Line had applied a goodwill credit to reduce their invoice by less than \$4,000 resulting in an invoice of \$9,673.80, which Roy indicated is about \$670 less than was originally quoted. She reported we have received two invoices from the electrician, one for \$3,333 and an additional one for work done. The only piece missing is the line from the warm room to the storage room, and the new lights in that building. Gregg pointed out that the goodwill credit from K-Line amounts to about 35%, which is not insignificant, and shouldn't be ignored. Judy reported that she had sent a letter to John Wood thanking him and Minas Energy for the work and the goodwill credit and she extended an

invitation to him and the others involved to a viewing session at SCO when the work was finished and COVID and weather permitted. She concluded that although we are \$500 over-budget, we still have \$900 more donated than in the original budget, so we are OK so far.

8. Member Survey

Judy Black pointed out that Agenda Note #4 reports on the Member Survey. She thanked Mary Lou Whitehorne and Tony Schellinck for their work on this, and especially Tony for his expertise in the area of surveys. As a result, the survey was shortened from 29 to 9 questions, to focus on the goal of the survey to determine better what members want to see in Members' meetings. The intent is to use the National Survey Monkey account to distribute the survey and collect responses, and that she would be in contact with Jenna Hines at National Office to get help with that.

210406MN-Mot03

It was moved by Paul Heath and seconded by David Hoskin to approve the survey as presented.
CARRIED.

210406MN-Act04

Judy Black to contact Jenna Hines for assistance with the National office Survey Monkey account to administer the Member Survey.

210406MN-Act05

Judy Black to announce at the Members' meeting on April 10, 2021 that they will be receiving the survey shortly and to encourage them to participate.

GOVERNANCE

9. Governance Review Committee re: Policy G11

Judy Black indicated that the draft of G11 had been pre-circulated but suggested that we defer discussion until the changes to Policy G6 were ready. There was agreement to discuss them together at the June 1, 2021 Board meeting.

210406MN-Act06

Peter Hurley to add review of Policies G6 and G11 to the agenda of the June 1, 2021 Board of Directors meeting.

10. Member Guidelines for Using SCO

Judy Black indicated that the revised Guidelines are presented in Agenda Note #5. She thanked Kathy Walker and David Hoskin for their review of the SCO Guidelines and asked them to provide a summary of the changes. Kathy reviewed the areas that were changed. There were no questions.

210406MN-Mot4

It was moved by Kathy Walker and seconded by David Hoskin to approve the amended Use of SCO Guidelines, as presented.
CARRIED.

210406MN-Act07

Judy Black to add the amended Use of SCO Guidelines to the Halifax Centre website.

210406MN-Act08

Judy Black to indicate to members at the Members' meeting on Saturday April 10, 2021 that the amended Guidelines are available on the website.

210406MN-Act09

Judy Black to send the amended Guidelines to those members planning to use SCO this coming Friday April 9, 2021.

210406MN-Act10

Judy Black to send the amended Use of SCO Guidelines to Lisa Ann Fanning to be included in the next edition of *Nova Notes*.

As a result of a recent occurrence at SCO, there was discussion whether there should be additional masks available onsite at SCO in the event that a member using SCO were to lose or damage their mask while there. It was agreed that a small number of masks should be available in the warm room in the case of such an emergency situation.

NEW BUSINESS

11. Correspondence

Judy Black reported that she had sent a letter to the President of SMU thanking them for our use of meeting spaces there in 2020 before COVID-19 restrictions came into place and expressing our hope that we would again be able to use meeting spaces there when the COVID-19 situation permitted it. She also reported that she had sent letters of appreciation to Dr. Gallo and to Michael Gatto for their presentations at the last Members' meeting. She indicated she would continue to send letters to the main presenters at our future Members' meetings.

12. Publication of Membership List

Judy Black explained that the question had been raised during the AstroChat session after the last Members' meeting on April 10, 2021 of whether the membership list could be published in *Nova Notes*, as had been done in the past. Much of the ensuing discussion addressed legal issues of accessing and sharing personal information. It was felt that a map of Nova Scotia showing the number of members by community based on postal code might be possible for publication in *Nova Notes* but that youth members might need to be excluded. There was discussion whether access to member location information from the RASC database by a limited number of Board members, perhaps the President, Observing Chair and Outreach Chair, could be granted to facilitate finding members in a community that could address enquiries received. As it was felt that individuals would need to provide permission for their location information to be accessed, there was the question of whether that permission could be determined during the annual membership renewal process when members indicate their affiliation with Halifax Centre. It was also felt that interest in mentoring, presenting, assisting in local activities and events would also be useful information that could be captured at that time. There was discussion whether the new RASC database might facilitate some or all of this.

210406MN-Act011

Judy Black to send an enquiry to RASC National Office what might be possible with the new RASC database: what is the legal aspect of publication, would the new database allow us to obtain permission to share member location, could we obtain their indication of interest in mentoring, making presentations, and assisting in local activities and events, and whether a limited number of Board positions (President and Observing and Outreach Chairs) could access member information from the new database or if a list could be provided to them.

13. Volunteer Screening Policy for Halifax Centre

Judy Black explained that the question of developing a volunteer screening policy had been raised by the National Council and National had refused because of the variance between provinces on screening requirements and suggested that Centres develop their own policy. Judy has sent an email to the other Centres asking if they have already developed their own policy but hasn't heard back yet. There was considerable discussion of what requirements other groups such as school boards and Scouts/Guides Canada require. It was felt that the process is expensive and time consuming. It was concluded that we should wait to hear from other Centres how they have addressed this. We should wait until a group requesting assistance or an activity from us before proceeding. It was agreed we didn't need to develop a policy at this time.

Adjournment

There being no further business, Judy Black adjourned the meeting.

Adjournment at 8:38pm.

Respectfully Submitted,
Peter Hurley, Secretary

ACTION LIST (as of April 6, 2021):

<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 September 10, 2020</i>		
200910MN-Act05	John Liddard and Paul Gray will test whether a small jack hammer can handle digging a trench to the required 14 inches depth.	Open
<i>From January 7, 2021</i>		
210107MN-Act07	Gregg Dill to submit annual requirements to NS RJSC.	Open
<i>From February 2, 2021</i>		
210202MN-Act09	Gregg Dill to advice Wayne Harasimovitch how to submit receipts as a donation.	Open
<i>From March 2, 2021</i>		
210302MN-Act06	Judy Black to ask Dave Chapman to check on availability of Haley Davies to do further video editing and what her rate would be.	Open
210302MN-Act13	Judy Black to draft changes to policy G6 to clarify the approval process for appointed positions.	Open
<i>From April 6, 2021</i>		
210406MN-Act01	Judy Black to upload the new Binocular flyer to the Halifax Centre website.	Open
210406MN-Act02	Judy Black to respond to Ian Short, SMU Astronomy and Physics Department Chair, with dates, times and numbers required for our fall meeting schedule	Open
210406MN-Act03	Members to respond to Judy Black with questions regarding the Liability Insurance provided by National office by Monday April 12, 2021.	Open
210406MN-Act04	Judy Black to contact Jenna Hines for assistance with the National office Survey Monkey account to administer the Member Survey.	Open
210406MN-Act05	Judy Black to announce at the Members' meeting on April 10, 2021 that they will be receiving the survey shortly and to encourage them to participate.	Open
210406MN-Act06	Peter Hurley to add review of Policies G6 and G11 to the agenda of the June 1, 2021 Board of Directors meeting.	Open
210406MN-Act07	Judy Black to add the amended Use of SCO Guidelines to the Halifax Centre website.	Open

210406MN-Act08	Judy Black to indicate to members at the Members' meeting on Saturday April 10, 2021 that the amended Guidelines are available on the website.	Open
210406MN-Act09	Judy Black to send the amended Guidelines to those members planning to use SCO this coming Friday April 9, 2021.	Open
210406MN-Act10	Judy Black to send the amended Use of SCO Guidelines to Lisa Ann Fanning to be included in the next edition of <i>Nova Notes</i> .	Open
210406MN-Act 11	Judy Black to send an enquiry to RASC National Office what might be possible with the new RASC database: what is the legal aspect of publication, would the new database allow us to obtain permission to share member location, could we obtain their indication of interest in mentoring, making presentations, and assisting in local activities and events, and whether a limited number of Board positions (President and Observing and Outreach Chairs) could access member information from the new database or if a list could be provided to them.	Open

MOTION LIST (April 6, 2021):

210406MN-Mot01	It was moved by David Hoskin and seconded by Paul Heath to approve the April 6, 2021 Board of Directors Meeting agenda, as amended. CARRIED.
210406MN-Mot02	It was moved by Gregg Dill and seconded by Kathy Walker to approve the March 2, 2021 Board of Directors Meeting minutes, as amended. CARRIED.
210406MN-Mot03	It was moved by Paul Heath and seconded by David Hoskin to approve the survey as presented. CARRIED.
210406MN-Mot 04	It was moved by Kathy Walker and seconded by David Hoskin to approve the amended Use of SCO Guidelines, as presented. CARRIED.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
Agenda Note #1 re: 2021 Meeting Dates	<p>A) 2020 Approved Members Meeting Dates and Events <u>Board Meeting</u> dates were approved at the January 7, 2021 Board of Directors meeting. They have been posted on the RASC(HC) website. April 27 November 2 June 1 November 30 September 7 September 28</p> <p><u>Members' Meeting</u> dates were approved at the October 28, 2020 Board of Directors meetings. They have been posted on the RASC(HC) website. April 10 October 2 May 1 November 6 June 5 December 4 (AGM) September 11</p> <p>B) Confirmed Speakers</p> <ul style="list-style-type: none"> April 10: Adam Gonzalez (topic TBD) + Dave Chapman (RASC Double Star Program) May 1: Chris Gainor (Amateur Use of the HST) + Tony Schellinck (Basics of Lunar Sketching)

	<ul style="list-style-type: none"> • June 5: Leslie Sage (Astronomy editor, <i>Nature</i> magazine) • Sept 11: David Hoskin (Comet NEOWISE) • December 4: Dr. Phil Groff <p>C) Suggested Speakers Special Presentations:</p> <ul style="list-style-type: none"> ○ (Oct or Nov, or 2022) Dr. Leslie Rogers & Sara Seager ○ (Fall) Kaja Rotermund (formation of a high-redshift galaxy cluster) ○ Nicole Mortillaro ○ ??? Someone to address Perseverance, Gateway and Artemis
<p>Agenda Notes #2 re: Report from National Council Representative</p>	<p>National Council Report (March 7, 2021) – Judy Black, NC Representative</p> <p>Exit interviews of members leaving RASC were conducted. Phil Groff reported there was a wide range of responses, but two main themes emerged: RASC didn't meet their needs during COVID and there was a lack of engagement from the Centres. Finances were never given as a reason.</p> <p>International Astronomy Day is May 15, 2021. Ottawa Centre has a full day of online activities planned for the event.</p> <p>Randy Attwood is involved with planning committees for the June 2021 total solar eclipse. In Canada, various RASC members plus organizations such as the Canadian Space Agency, CASCA and the Canadian Association of Science Centre are involved and are taking the 2017 total solar eclipse USA experiences into account; for example, what should municipalities and their related first response groups expect. Access to solar viewers is being investigated.</p> <p>There have been adjustments to the RASC Policy Manual to bring it in line with national legislation. It was noted the definition of "member in good standing" has been removed from Policy G9.</p> <p>A volunteer screening policy would not be pursued nationally because of the variances in provincial legislation. Phil Groff stated volunteer screening processes are conducted by provincial/local policies.</p> <p>The New Observers to Visual Astronomy (NOVA) program is under review. Volunteers from 6 Centres (including Halifax Centre's Tony Schellinck) will work to revamp this valuable program.</p> <p>The topic of RASC liability insurance came up during the National Council meeting held on March 7, 2021. I asked if a document would be developed for reference by Centres that would clarify many of the common questions, recognizing that idiosyncrasies would have to be addressed separately.</p> <p>One of the members (not me!) offered to summarize the questions from all the Centres which in turn will then be forwarded to Phil Groff, our Executive Director, who will provide an update at the next meeting and will have the insurance representative with him.</p> <p>Before you inundate me with questions to forward to National Council, please read over the information posted on the RASC webpage: https://www.rasc.ca/public-liability-insurance-information which in turn has additional links at the bottom of the page to a number of other insurance documents.</p> <p>Next National Council Meeting: June 6, 2021</p>
<p>Agenda Note #3 re: SCO Upgrade</p>	<p style="text-align: center;">2021 SCO Keyholders (as emailed to Alex LeCreux from Ian Anderson, January 2014; Revised Feb 2021)</p>
<p>Agenda Note #4 re: member survey</p> <p><i>For Approval</i></p>	<p>2021 Halifax Centre Survey Regarding Meeting Members' Needs</p> <p>1. Cover email Message to Send to Members:</p> <p>COVID-19 shut down the RASC Halifax Centre face-to-face meetings and the in-person mentorship to newer members and the public. The Centre has regular Zoom meetings that it posts online, plus has several videos on its YouTube channel, that all members can access. Virtual observing sessions and astroimaging processing sessions have been offered. The St. Croix Observatory (SCO) was re-opened for use in June 2021 but under provincial guideline restrictions.</p> <p>Despite all these opportunities to engage you as a member, the Centre may not be meeting your needs either as a new member to the RASC or as a long-term member. The Board of Directors needs your help to identify how the Centre can better serve you. Help us determine if changes are needed to better serve you and your astronomical interests. Based on your responses, we can better plan activities and education sessions of interest for everyone.</p> <p>Help us help you! Please take the time to complete this SurveyMonkey questionnaire. All responses are in complete confidence.</p> <p>Please click here to begin.</p>

2. Message on First Page of the Survey

In today's world of COVID-19, Zoom meetings, masks and physical distancing, and meeting as a group of any size for any purpose, is difficult. Retaining members' interest in astronomy and furthering their knowledge of our Universe is important. By completing this survey, you can help Halifax Centre identify members' needs and make suggestions as to how they can be met.

All responses are in complete confidence.

3. Survey

1. How long have you been a member of the RASC, Halifax Centre?
- a. 0 – 2 years
 - b. 2 – 5 years
 - c. 5 – 10 years
 - d. 10 – 20 years
 - e. Over 20 years

Comments:

2. In the past year during the pandemic, do you attend the online monthly Centre meetings held via Zoom? (check one)
- a. I never attend.
 - b. I never miss them.
 - c. I make it to most of them.
 - d. I attend 1 to 3 times per year.
 - e. I have only been to a few since becoming a member.

Comments:

3. Prior to the pandemic when we met at Saint Mary's University, did you attend the monthly Centre meetings? (check one)
- a. I never attended.
 - b. I never missed them.
 - c. I made it to most of them.
 - d. I attended 1 to 3 times per year.
 - e. I went to a few since becoming a member.
 - f. I was not a member prior to the pandemic.

Comments:

4. If you do not attend at least 6 meetings in the past year, what are the main reasons? (check all that apply)
- a. Topics covered do not interest me.
 - b. Topics covered are meant for the more experienced observer.
 - c. The meeting should be more 'astronomy' and less Centre 'business'.
 - d. I have to work on Saturdays when the meetings are held.
 - e. My Internet access is not good enough to support videoconference meetings.
 - f. The meetings are too long.
 - g. I watch the video on the RASC Halifax YouTube channel at my convenience.
 - h. I joined the Centre during the past year.
 - i. Other: _____

Comments:

5. Are there topics that you would like to see presented at a Centre meeting that would convince you to attend, either as a longer "feature speaker" presentation, or as shorter mini talks by a few presenters? If 'yes', please provide your topic suggestions in Comments.

Yes

No

Comments:

6. If you are interested in visual observing, are there particular observing topics the Centre could offer that would convince you to attend? If 'yes', please provide your topic suggestions in Comments.

Yes

No

Comments:

7. If you are interested in astroimaging, are there particular astroimaging topics the Centre could offer that would convince you to attend? If 'yes', please provide your topic suggestions in Comments.

Yes

No

Comments:

8. Is there any way that we can improve the way you receive news about the Centre and its activities?

Yes

No

Comments

	<p>9. Is there anything else you would like to say to the board that we have not covered here?</p> <p>Yes No Comments</p>
<p>Agenda Note #5 re: SCO Guidelines</p> <p><i>For Approval</i></p> <p><i>(Note: Changes are in red font)</i></p>	<p>Regarding the Use of the St. Croix Observatory (SCO) during COVID-19</p> <p>Given the current status of COVID-19 and the provincial requirements for physical distancing, requirements have been developed for the safe use of our dark-sky observatory by all members wishing to enjoy the night skies.</p> <p>These precautions are in place to protect both you and those with you at the facility. They will change as the provincial restrictions change.</p> <p>Required:</p> <ol style="list-style-type: none"> 1. No more than 10 people may be on site at SCO at any one time. <ul style="list-style-type: none"> • The three concrete pads are 5 metres part – sufficient to achieve the physical distancing minimum of 2 metres apart • Two additional people may occupy the roll-off observatory. • The remaining 5 can utilize any other exterior area of the site as long as they maintain the mandatory 2-metre distancing. 2. Members must announce their intention to go to SCO through the RASC Halifax Centre Discussion List. <ul style="list-style-type: none"> • Include the date of the evening you are planning to attend in the subject line. For example, Going to SCO, June 20 @ 8 PM • In your email, include the number of other people also going out with you. • Check the list to determine how many have said they were going to SCO that evening. • If ten people have already expressed their intention to go, do not go. 3. The Warm Room and Roll-off Observatory may be used. <ul style="list-style-type: none"> • No more than 3 people in the Warm Room at any one time, with masks. • No more than 4 people in the Roll-off Observatory at any one time, with masks. <ul style="list-style-type: none"> ◦ If lens fogging is a problem, masks may be temporarily removed from the nose for the duration of the task, provided no one is within 2 metres. • The 2-metre physical distancing requirement must be followed. • The Thurlow Binoculars with parallelogram mount and all SCO eye pieces <u>cannot</u> be used due to challenges of on-site sanitization. • The 16" Dobsonian may be used provided you bring your own eyepieces. Treat the 16" Dobsonian as all other contact surfaces and clean prior to use and after use. 4. Viruses can live on surfaces for days. Members must bring their own sanitizing equipment to clean all common surfaces they touch with their hands, such as doorknobs, keypads and locks, tables and counters, chair backs, light switches, toilet paper container, toilet seat and toilet crank. Hand sanitizers must contain at least 60% alcohol to be effective. 5. Clean and disinfect common high-touch surfaces after use with the bleach solution or disinfectant wipes. 6. Practice good hand hygiene, cough etiquette and staying home if you are sick. If you feel unwell after visiting SCO, go to 811.novascotia.ca and use the self-assessment questionnaire to find out if you need to call 811. Also notify them of others who were at the site who may have become exposed. 7. Garbage in, garbage out! Please provide your own garbage bag for used cloths and paper towels, used disinfectant materials, facial tissues, food wrappers, napkins, disposable beverage containers, etc. <p>Recommended:</p> <ol style="list-style-type: none"> 1. Avoid touching your face. To protect yourself and others, masks should be worn when using the site, especially when in any of the three buildings or there is a required need to come less than 2 metres from someone not in your "family bubble". 2. Plan ahead! Prepare a SCO sanitization kit with all necessary items ahead of time and have it packed ready to go along with your observing gear, to ensure nobody arrives at SCO having forgotten to bring these required items. Your kit should include surface sanitizer, hand sanitizer, face mask, gloves and paper towels. Bleach disinfecting solutions should be made same day as your visit to SCO. 3. Become a member of the RASC Halifax Centre Discussion List if you are not already. If you require assistance to become a member of the List, contact president@halifax.rasc.ca. 4. The following articles may be of benefit to read regarding disinfecting spaces and camera equipment: <ol style="list-style-type: none"> a. Source: https://www.canr.msu.edu/news/covid-19-disinfecting-with-bleach : The CDC and WHO recommend a solution containing 2% - 10% sodium hypochlorite active ingredient in household bleach (recipes for various percentages of sodium hypochlorite below). Leave on the surface for at least 5 minutes before wiping off the excess. You will need gloves and paper towels.

Remember: Discard the solution by adding more water and pouring it down a sink drain after **24 hours** as it can lose its potency quickly.

Liquid Bleach Type	Amount of Bleach	Amount of Cool Tap Water
2% Sodium Hypochlorite Active Ingredient	15 mL	240 mL
3% Sodium Hypochlorite Active Ingredient	10 mL	240 mL
4% Sodium Hypochlorite Active Ingredient	7.5 mL	240 mL
5% Sodium Hypochlorite Active Ingredient	6 mL	240 mL
6-7% Sodium Hypochlorite Active Ingredient	5 mL	240 mL
8-10% Sodium Hypochlorite Active Ingredient	4.5 mL	240 mL

- b. Source: <https://wordpress.lensrentals.com/blog/2020/03/how-to-disinfect-camera-equipment-and-spaces/>

Nova Scotia – COVID-19 Directives and Information: <https://novascotia.ca/coronavirus/>

Includes information such as:

- a. When to Seek Help
- b. News Releases
- c. Alerts and Notices
- d. Support
- e. Staying Healthy / Mental Health and Wellbeing
- f. Outdoor Activities

Workplace COVID-19 Prevention Plan – <https://novascotia.ca/coronavirus/docs/COVID-19-prevention-plan-checklist.pdf>

Government of Canada – COVID-19 Information:

Hard-surface disinfectants & hand sanitizers (COVID-19): List of disinfectants with evidence for use against COVID-19 – <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>