



**Halifax Centre Board of Directors - Minutes of Meeting
11 May 2018
SMU, The Atrium, Room AT306 (6:45 - 7:45 PM)**

Present: Melody Hamilton, Judy Black, Sean Dzafovic, Gregg Dill, John Read, Paul Heath, Charles White.

Regrets: Dr. Roy Bishop, Paul Gray, Pat Kelly, Andrew Frank.

1. Welcome & Introductions

Melody Hamilton agreed as Vice-President to act as Chair in Paul Gray's absence. She welcomed members at 6:48 PM. Quorum had been met. The addition of SCO Barbecue was added to the agenda as Item 10.

042018MN – Mot01

It was moved by Paul Heath and seconded by Gregg Dill that the agenda be approved with the addition of SCO Barbecue.
CARRIED.

The Action Lists were reviewed.

a) November 2017

Action 2 remains open as organization of the events is in progress.

b) February 2018

Actions 3 remains open. An update was not available at this time.

c) March 2018

Action 7 remains open. No nominees had been received to date for a replacement Honorary President. Judy Black suggested Mary Lou Whitehorne as a candidate to consider. Her history with RASC, nationally and locally, were told to members not familiar with her. Also suggested were Dave Lane and Dave Chapman.

d) April 2018

Actions 1, 2, 3, 4, 5 remain open.

Action 6 is closed. John Read brought the three banners to the meeting for the Board to see. He had purchased an upright, table front and ceiling hanging for use by the Centre. he noted that he was under budget in purchasing the three banners.

Action 7 is closed. However, John will resend the photo to Andrew to ensure he has for use on the new website.

051118MN-Act01

John Read will resend the night sky photo by Jerry Black to Andrew Frank.

Action 8 is closed. Judy did not have the information ready for presentation; she will do so at the June meeting.

051118MN-Act02

Judy Black will acquire price quotes and information about first aid kits for presentation at the June 9, 2018 Board of Directors meeting.

Action 9, 10 are closed.

Members were asked if there were any errors or omissions in the previous minutes; none were noted.

042018MN – Mot02

It was moved by Charles White and seconded by John Read that the minutes of 20 April 2018 be approved as circulated.

CARRIED.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

June 15: SCO BBQ, June 16 rain date. If rained out, no members meeting.

September 21: Traditionally, members are invited to provide updates on Nova East (Aug 10-13), Keji Dark Sky (Aug 17-19), RASC 150 Star Party (Sept. 15), and other events attended by members during the summer.

October 19: The SMU McLellan Lecture does not conflict with Halifax meetings - SMU Lecture on October 12, members meeting on October 19.

No new suggestions for speakers were made. Meeting dates for September to December 2018 will be confirmed with SMU in August.

3. Outreach Requests

Paul Heath noted there were no new requests. He had repeat schools in the Dartmouth area; he will ask for assistance when requests come from the Halifax schools or other sources. He was planning an outreach event at Bishop's Landing on Sept 15. Melody & Bruce Hamilton are booked for an outreach event at Fort Anne in Annapolis Royal on June 15.

4. Update from National Representative

Pat Kelly reported there was nothing to report as the Council had not met since our last Centre meeting. The next National Council meeting is May 16.

5. Communications Plan

Melody reported that Dave Chapman had announced Nova East on the ANS site. Pat Kelly had posted it on the Meet-up site as well.

UPDATES / REPORTS

6. Halifax Centre Policy Manual

Judy Black, as Chair of the newly formed "Governance Committee" (members Paul Gray, Pat Kelly, and Chris Young), had forwarded the draft policy manual for comment. They were advised that they were not reviewing those policies already approved. She was asked if there was a position description that was left for review. She reported the following were under review:

- Position Description: Outreach Chair
- Halifax Centre Privacy Policy: This was revised from the 2004 edition because of the discussions about use of Board of Director distribution lists.
- Policies & Guidelines regarding use of green lasers at Halifax Centre Events
- Terms of Reference: Board of Directors
- Terms of Reference: Ordinary Committees (Nominating, Nova East, Governance, Dark Sky Preserve).
Dave Chapman had suggested the DSP committee given our role with Keji.

The Policy Manual will be brought to the June meeting for approval of the above documents, distribution to Board members and posting on our website.

7. RASC-*HC* Astronomy Community TV Series

Charles White informed the Board that scripts for 2 of the 3 segments had been completed and the third was partially written. He confirmed the 3-part program being done by Eastlink would be used for their purpose as well as for outreach by our Centre in the future. The script will be ready for the June Board meeting. John Read suggested he talk to Charles about a possible topic for a segment; they will discuss this after the meeting.

8. Update: Nova East

Nova East Planning Committee Meeting is tomorrow morning. The website is up and running. The receipt of registrations and payments have been as planned. There were challenges in preparing the pages for loading to the site, and recommendations will be made to the Board following the September wrap-up meeting. These recommendations will also be dependent on the status of the Centre's website and the Webmaster.

NEW BUSINESS

9. RASC National Star Party

Members were apprised in the May 2018 RASC Bulletin of the 2018 RASC Star Party. The 2017 National Star Party held last July was extremely successful with thousands of Canadians participating, celebrating Canada's 150 birthday. To celebrate the Society's 150th, RASC is scheduling a National Star Party for Saturday, September 15. The date was chosen because on that evening the Moon, Jupiter Saturn and Mars will all be perfectly placed in the evening sky. As well, a date later in the summer is easier to manage for Centres at higher latitudes – it gets dark earlier. RASC is planning to produce information sheets on observing these planets to hand out at the event. The Observing Committee (Dave Chapman, Chair) is also planning on producing Mars observing info sheets as well.

Paul Heath stated he has begun organizing an observing event at Bishop's Landing. Further discussion about Halifax Centre's involvement will be held at the June meeting.

051118MN-Act03

Paul Heath will investigate the use of the Bishop's Landing site for the September 15 RASC 150 Star Party.

10. SCO Barbecue

Melody noted that neither she nor Judy Black would be available for the SCO BBQ on June 15 or rain date of June 16. Someone is needed to head up the plans for this event. Judy does have a list of food supplies from the year before she would be willing to share with the organizer(s). Chris Young and Paul Gray were suggested because of their previous involvement with this event. Judy noted that someone with access to the Announce List would have to be seconded to forward reminders about the BBQ - perhaps Pat Kelly if Paul did not.

051118MN-Act04

Judy Black will contact Chris Young and Paul Gray to recruit them as Co-Chairs of the SCO BBQ planning committee.

051118MN-Act05

Judy Black will forward the SCO BBQ food list to Chris Young and Paul Gray.

11. Adjournment

051118MN – Mot03

It was moved by Gregg Dill to adjourn the meeting.

Meeting adjourned at 7:41 PM.

Respectfully Submitted,

Judy Black
Secretary, RASC Halifax Centre