



**Halifax Centre Board of Directors - Report of Meeting  
16 November 2018  
SMU, The Atrium, Room AT306 (6:45 - 7:45 PM)**

**Present:** Judy Black, Sean Dzafovic, Gregg Dill, John Read.

**Guest:** David Lane

**Regrets:** Dr. Roy Bishop, Paul Gray, Paul Heath, Andrew Frank, Pat Kelly, Melody Hamilton, Charles White.

**1. Welcome & Introductions**

In the absence of both the President and Vice-President, Judy Black assumed the Chair and welcomed members at 6:45 PM. This first snow storm of the year prevented many members from attending; quorum was not met. Members agreed to adhere to the pre-circulated agenda for discussion purposes.

The Action Lists will be reviewed at the December 7, 2018 Board of Directors meeting.

**ONGOING ITEMS**

**2. Upcoming Meeting Dates & Guest Speakers**

**November 16: David Chapman as Professor Telescope** will address magnification in telescopes. Paul Gray's presentation is being replaced by an encore presentation by Blair MacDonald.

**December 7 (AGM):** Paul Gray will provide his presentation "The Roar of the Draconids!" at the AGM.

Meeting dates for January to April 2019 were confirmed with SMU in September (Jan 5, Feb 2, March 2, April 5).

**3. Outreach Requests**

Paul Heath was absent because of weather; no new items were presented.

**4. Update from National Representative**

Pat Kelly was absent because of weather; no new items were presented.

**5. Communications Plan**

Melody Hamilton was absent. The newly revised communications strategy was not presented but would be circulated to members with the meeting notes.

**6. Update: Status of RASC-HC Website Development**

No new developments were noted.

**AGM REQUIREMENTS**

## **7. AGM Agenda**

The draft AGM agenda was in Agenda notes #1. Changes to Bylaw #1 will be addressed by Judy Black and Paul Gray, and Paul Gray will present his presentation about the Draconids as the Members' Meeting presentation.

Regrets were received from Gregg Dill and John Read for the AGM.

### **111618Act-01**

Gregg Dill will provide highlights of his report to be read at the AGM in his absence.

### **111618Act-02**

Judy Black will talk to Paul Gray about the SCO Report and who to read the Treasurer's report in Gregg's absence.

## **8. AGM Reports Required**

Judy noted the draft AGM agenda specified who was to report at the AGM:

- President,
- Vice-President,
- Secretary,
- Treasurer,
- Auditor,
- National Council Representative,
- Observing Chair,
- Outreach Chair, SCO Manager,
- Editor Nova Notes,
- Librarian, and
- Nova East Chair.

She also noted that all persons who were required to provide a report were emailed the 2017 and/or the 2016 version for their reference in writing the 2018 report. All reports are due November 30 so that Judy can format and compile the reports for the December 7 AGM.

### **111618Act-03**

Board members providing reports as cited in the AGM agenda are to provide their reports by Friday, November 30, 2018.

## **9. Appointment of Auditor**

Judy reminded members that because Jim Millar had been treasurer for part of the year being audited, he could not act as the 2018 Auditor; however, he would be willing to fill this position in subsequent years, when asked. It was noted that David Lane had volunteered to be the 2018 Auditor.

### **111618Act-04**

Gregg Dill will approach Jim Millar to request he accept the appointment of 2019 Auditor.

## **10. 2019 Meeting Date Approval**

It was noted that with the change of meetings from Friday evening to Saturday afternoon, the meeting dates from January to June 2019 had previously been approved. After June 5, there would be an evaluation of the new format and decisions would be made by the Board with Members' approval. The full slate of meeting dates for 2019 will be brought to the next Board meeting for approval.

### **111618Act-05**

Judy Black include the meeting dates for approval on the next Board of Directors meeting agenda.

## **UPDATES / REPORTS**

### **11. Update: Nova East**

**Judy Black** had pre-circulated the report of the Nova East Planning Committee that had their wrap-up meeting on November 10, 2018. Because quorum was not present, approval of the report and discussion of the recommendation list would be postponed to the December 2018 meeting.

**12. Update: SCO Upgrade Report**

Deferred to next meeting.

**13. Honorary President**

Mary Lou Whitehorn has agreed to accept the nomination of Honorary President. This will be announced at the December 7, 2018 AGM.

**14. Update: Nominating Committee**

Paul Gray was absent; however, Judy noted that Paul Gray would not be re-offering as President but would serve as a Director and proposed an appointed position of *Meeting Coordinator*. Melody Hamilton will also be stepping down from the Board because of distance but will assist whenever possible; she did offer to remain as Nova East Registrar. Members present discussed their willingness to serve on the Board or in one of the appointed positions. Outcome of discussion:

- Judy Black agreed to offer another term as Secretary
- Gregg Dill agreed to offer another term as Treasurer
- John Read agreed to offer another term as Director, and to the appointment as Librarian
- Sean Dzafovic is stepping down as a Director but agreed to the appointment as Observing Chair again.

**15. Update: Vanderburg Eye Pieces**

**16. Photo Release Form**

**17. Update: Nova Notes**

These items were deferred to December 7, 2018 Board of Directors meeting.

**18. Halifax Centre Bylaw Amendment**

At the previous meeting, Judy Black had proposed an amendment to Section 6 of Bylaw #1 and the Board had considered the process whereby electronic could take place.

She also noted that Halifax Centre members had been apprised of the process for amendment to Bylaw #1 and as to the proposed amendment and its rationale for their consideration, discussion and approval at the AGM. Another email notification will be sent out the weekend of November 23-25.

**NEW BUSINESS**

**19. Electronic Payments**

Sean Dzafovic had inquired as to why the Halifax Centre bank account could not electronically pay for invoices. Gregg Dill explained the account could only receive payments as it did during Nova East. Currently, the account requires two signatures for amounts over \$250.00 as per the Centre's policy. If we wanted to revert to a single signature for an unlimited amount in every transaction, payment could be possible. Members agreed the two-signature policy should remain.

Gregg mentioned there were two reimbursement receipts missing from his files: Pat Kelly (\$35.61) for meeting treats, and Paul Heath (\$34.90) for Nova East workshop expenses. He also required a copy of the letter sent to the family requiring camp fee reimbursement.

**111618Act-06**

Judy Black will email Gregg Dill a copy of the letter sent regarding camp fee reimbursement to Ms. Kidd.

Gregg also noted that Renata Koziol (RASC national office) had informed him that RASC will implement a process for electronic funds transfer for outstanding Centre invoices.

**20. RASC-HC: Astronomy community TV Series "Night Lights"**

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Judy Black directed members to agenda note #8 that described a meeting at Eastlink Community TV. This was an FYI item and any further actions would be brought to subsequent meetings.

### **21. Social Media Replacement**

Dave Chapman had requested the Board consider replacing him in his role in Astronomy Nova Scotia (ANS). Further discussion deferred to next Board of Directors meeting. Dave Lane (guest) stated there was a need for a new [www.ans.ca](http://www.ans.ca) site as it was a 10-year-old site that required renewal; the current version is not upgradable.

It was also noted by Dave Chapman in a previous email that the planetarium had not held a show in 3 months.

### **22. Adjournment**

Members agreed to adjourn at 7:40 PM.

Respectfully Submitted,

Judy Black  
Secretary, RASC Halifax Centre