

**Halifax Centre Board of Directors - Minutes of Meeting**  
**4 May 2019**  
**SMU, The Atrium, Room AT101 (10:30 AM – 12:30 PM)**

**Present:** Judy Black (Acting Chair), Paul Heath, John Read, Pat Kelly, Tom Crosman, Gregg Dill, Peter Hurley,.

**Regrets:** Charles White, Paul Gray, Mary Lou Whitehorne.

**Guests:** Jenna Hinds

**1. Welcome & Introductions**

Judy Black welcomed members at 10:35 AM. Quorum had been met. Judy welcomed members and guest Jenna Hinds to the meeting. Judy requested that agenda item #19 be added regarding the use of GLPs.

**190504MN-Mot01**

It was moved by Gregg Dill and seconded by Paul Heath to approve the May 4, 2019 Board of Directors meeting agenda with the amendment.

CARRIED.

The Action Lists were reviewed.

a) February 2019

**Action 2** closed. Judy noted that it was identical to the March 2019 Action 8.

**Actions 3** remains open. Judy again noted that it would not be completed until the spring.

b) March 2019

**Actions 8, 11** remain open.

**Actions 1, 4, 5, 6, 7, 9, 12** are closed.

b) April 2019

**Action 2:** Closed. Stephen Payne was not contacted; however, Judy will extend an invitation him for the June 1 Board Meeting.

**190504MN-Act01**

Judy Black will contact Stephen Payne to extend an invitation to attend the June 1, 2019 Board of Directors meeting to a discussion regarding volunteer role with the planetarium.

**Action 3:** remains open.

**Action 4:** Closed. A draft September agenda has been created, and the insurance price quote was added to the agenda.

**Action 5:** Closed. SMU was contacted. The Science Department should be contacted to make the booking; however, a change in meeting room may not be necessary given a change in guest speaker.

**Action 6:** Closed. RASC inclusivity brochure had been circulated.

**190504MN-Act02**

Paul Heath will make 100 colour copies of the RASC Inclusivity and diversity brochure at SMU library.

**Actions 7, 8:** Remain open.

**Action 9:** Closed. This will be done tomorrow.

**Action 10:** Closed. Jerry has site developed and almost all information is updated to 2019 content.

**Action 11:** Closed. Jerry Black, Dave Chapman and Dave Lane have agreed to work on the site in the Fall.

**Action 12:** Open. This will not be done until Fall 2019 when the site is being developed.

**Action 13:** Remains open until Spring cleanup and inventory taken.

**Action 14:** Closed. Photo Contest Criteria is on today's agenda for discussion and approval.

The minutes of the April 6, 2019 Board meeting were reviewed.

**190504MN-Mot02**

It was moved by Paul Heath and seconded by Pat Kelly to approve the minutes of the April 6, 2019 Board of Directors meeting.

CARRIED.

Judy Black handed members the amended Board contact list from the Board Reference Manual. She brought members attention to the change in version number and date of revision. Members noted there were additional errors.

**190504MN-Act03**

Judy Black will circulate the Board Contact List for review by members for further errors.

**ONGOING ITEMS**

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

*a) Meeting Dates:*

Upcoming meeting dates are June 1, September 7, October 5 and November 2, with the AGM on December 7. Judy Black noted now was the time to determine if we were to continue with the first Saturday of the month or revert to the 3<sup>rd</sup> Friday. Members agreed the first Saturday was the better option and that they agreed to continue with that time for Board and Members' meetings.

*b) SMU Room Bookings:*

Thanks to Dan Snyder at SMU, the Members' meeting will be held in AT101 and the Board of Directors Meetings in AT306 on June 1 at its usual time. Judy will contact Dan in mid-August to confirm room bookings for September to December.

**190504MN-Act04**

Judy Black will contact Dan Snyder at SMU in August 2019 to book meeting space for Fall 2019 Board and Members' meetings.

*c) Guest Speakers:*

Judy thanked Jenna Hinds for coming down to be our guest speaker today. Although Paul Gray had offered to conduct an equipment maintenance and collimation workshop for the June 1 meeting, there had been another offer. Paul Gray had provided information about Mark Rector and the presentation he could provide about the contents of his new book "OH CANADA! Our Home and Inventive Land!" which has content about the amazing and unknown stories of inventors, inventions and firsts in technology and industry in Canada. He would cover stories of Clarence Chant and his work starting not only the RASC but also the UofT Astronomy program, getting the David Dunlap Observatory built, and his proof of Einstein's theory. Also included would be Owen Maynard's design of the lunar lander (along with hundreds of other Canadian engineers from Avro that put an American on the moon for the Americans. The complete history of SPAR Aerospace and the detailed story of one of the techs that designed and built the Canadarm among many other stories are some of the ones he will cover.

Members agreed the speaker would be a welcomed addition to the June meeting. The classroom with a sink would be not be required at this time.

*d) Ideas for Future Meetings:*

The September meeting could be a recap of Nova East, Starmus, DSW, and member activities over the summer.

The following were suggestions for subsequent meetings:

- Dave Lane – Use of the BGO's (how-tos)
- Luigi Gallo – X-Ray Astronomy (perhaps in the fall)
- Paul Gray – equipment maintenance and collimation
- Dr. Rob Thacker

### **3. Report from National Representative**

Pat Kelly reported there will be a meeting tomorrow afternoon. The main topic will be national council composition, the Society budget, and SkyNews. Members briefly discussed the suggestion for use of debit cards versus credit cards to reduce fees paid by RASC.

### **4. Communications Plan**

Nothing new to add to the Communications Strategy that is in the Board Reference Manual.

### **5. Outreach Requests**

Paul Heath reported Saltscapes had 11 volunteers over the week-end with a good response from the general public and numerous new contacts for outreach. Halifax Library is hosting an event on June 27 at which Melody would be speaking; volunteers and additional telescopes are required for the event. Starfinders have been received from the Society. The Science Teacher Association conference on October 25, 2019 is requesting a presentation of star lore by a RASC representative with both English and French materials available to teachers in attendance. There was also a Kentville request for a presentation of star lore (June 22-23).

The RASC Halifax Centre brochure has been revised. It was agreed that all previous versions of the flyer should be destroyed because of the misinformation. The 2019 black-and-white version would be printed for now. Members felt the colour version should be used for special events such as Saltscapes.

#### **190504MN-Act05**

Judy Black will have 1000 black-and-white copies of the RASC Halifax Centre brochure printed at SMU.

### **6. Update: RASC-Halifax Centre – Changes to Announce List and Website Development**

#### **a) Suggested Change to Announce List:**

Pat Kelly reported the change in the Announce List to Halifax Centre members only will be made tomorrow.

#### **b) Nova East Website Development:**

Jerry Black has developed the Nova East site. Jerry Black with Dave Chapman and Dave Lane have discussed the possible development of the Halifax Centre website following completion of the Nova East website. These three members plus Pat Kelly will discuss the relationship between Halifax Centre and ANS and to provide clarification of their site roles when site development begins.

### **7. Update: SCO Repairs**

John McPhee has agreed to continue monitoring the SCO site but did make a request for another person to be nominated as SCO Manager. He suggested someone with some carpentry and/or electrical knowledge that would better serve the Centre when it came to repair and upgrade needs.

## **AGM REQUIREMENTS**

### **8. Nominations Committee**

In Paul's absence, this was deferred to June 1, 2019 Board of Directors Meeting.

## **UPDATES / REPORTS**

**9. Vanderburg Eye Pieces** (deferred from March 2/19)

Members discussed the need for a separate locked container versus being stored in the observatory or warm room. Further discussion was deferred until Chris could be contacted to clarify.

**190504MN-Act06**

Judy Black will contact Chris Young to clarify the storage needs for the Vanderburg eyepieces.

**10. Nova East (NE)**

Judy Black, 2019 Nova East Chairperson, brought members attention to the planning committee report of the meeting held March 27, 2019. The summary of decisions is contained in the report. The outstanding items for inclusion on the webpage were the photo contest and details of the second item of clothing. She noted that in previous years there had been a *schedule* and a *flyer*. Jerry had retained the term *schedule* (which is the detailed agenda) and made the change to *schedule at a glance* (the abbreviated version of the detailed agenda). She provided copies of the latter to members in attendance.

**190504MN-Mot03**

It was moved by Paul Heath and seconded by Tom Crosman to approve the May 4, 2019 Nova East Planning Committee report of the March 27, 2019 meeting.  
CARRIED.

Judy noted the Nova East Planning Committee (NEPC) had reviewed the photo contest guidelines at their last meeting and had been sent to Allen Sutherland (APS) for his consideration prior to distributing to the Board. She also noted that Dave Lane would be setting up an email address for the photo contest with Jerry Black as the recipient of the email submissions. The revised Nova East Astroimaging Contest guidelines are now before the Board for approval. Questions were entertained.

**190504MN-Mot04**

It was moved by Paul Heath and seconded by Tom Crosman to approve the Nova East Photo Contest Guidelines.  
CARRIED unanimously.

**11. Photo Release Form** (deferred from March 2/19)

**12. Social Media & Rebranding** (deferred from March 2/19)

These items were deferred to June 1, 2019 Board of Directors Meeting.

**14. Update: Sale of ETU Guides**

At the April 6/19 Members' Meeting, Paul Gray had requested a show of hands of members interested in purchase of the Guide. Given the response, it was agreed a box should be ordered; however, it was not known if they had been ordered.

**190504MN-Act06**

Judy Black will confirm status of the order with Paul Gray before contacting RASC to place the order.

**15. Clarification of Archiving BoD Minutes (deferred from March 2/19)**

Judy Black stated there had been agreement to post the minutes of Board meetings for RASC Halifax Centre members. However, as to where they would be posted had yet to be determined. Board members had been apprised of two choices - in Nova Notes and on the RASC Halifax Centre website. After discussion, it was generally agreed they should be posted to the Centre's website. Only the minutes would be posted; the agenda and associated agenda notes would not be posted. It was agreed this would be announced at the next Members meeting followed by the Announce List.

**190504MN-Act07**

Judy Black will provide Pat Kelly with PDFs of approved minutes Board of Directors meetings (2016 to the present).

**190504MN-Act08**

Pat Kelly will post the approved minutes Board of Directors meetings (2016 to the present) on the RASC Halifax Centre website.

**190504MN-Act09**

Judy Black will include the posting of Board minutes in the June 1 Members' Meeting agenda.

**16. June BoD Budget Meeting**

Judy Black suggested that in preparation for the June budget meeting that some pre-meeting preparation was required. There were certain positions on the Board that inherently had budget requirements – library, outreach, secretary, SCO, and Nova East. Gregg Dill also suggested meeting expenses should also be considered, such as food, speaker fees, and SCO BBQ. It was agreed that all members, whether responsible for a budget area or not, should provide input to Gregg regarding proposed expenses for the coming year. Because the June 1 meeting will primarily be a budget discussion, the meeting will again begin at 10:30 AM.

**190504MN-Act10**

Board of Directors responsible for budget items (library, outreach, secretary, SCO, and Nova East) provide a budget to Gregg Dill by end of day May 24, 2019.

**190504MN-Act11**

Board of Directors not responsible for any budget items should provide their budget suggestions to Gregg Dill by end of day May 24, 2019.

**17. SCO BBQ**

Responsibility for the planning of the BBQ was needed. Judy Black agreed to head it up and would be asking Chris Young to co-lead. Chris has been involved with the BBQ for numerous years. Members agreed. This will be discussed further at the next meeting.

**18. RASC Laminated ID tags**

These items were deferred to June 1, 2019 Board of Directors Meeting.

**18. RASC Green Laser Usage**

There had been an article in the May edition of the *RASC Bulletin* regarding clarification of Green Laser usage. Halifax Centre had decided to use modified Maglites at our events in lieu of GLPs, but given this article there was a need to determine if there should be a change in our position. Following discussion, members agreed the current position of no green lasers would be upheld until the federal Ministry of Transport registration form requirement was clarified. Jenna Hinds noted there was a sample completed form that she could provide to any member wishing to make application to the Ministry.

**Adjournment**

**1900302MN-Mot05**

It was moved by Tom Crosman to adjourn.

Adjournment at 12:29 PM.

Respectfully Submitted,  
Judy Black, Secretary