



RASC Halifax Centre Board of Directors Meeting
 Tuesday, October 1, 2024: 7:00 PM – 9:00 PM
 Via Zoom - Meeting ID: 889 2033 5355

Agenda Items				
Time	Item	Purpose	Responsibility	Support Documents / Notes
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	Tony McGrath	Pre-circulated: Agenda: October 1, 2024 Minutes: September 3, 2024
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2024 Member's Meeting Date Confirmation and Format b. Confirm Member's Meeting agenda c. Zoom/SMU Bookings d. Guest Speakers & Ideas for Future Presentations 	Ongoing Discussion Approval	Tony McGrath Judy Black	<i>Refer to Agenda Notes #1: Speakers & Approved 2024 Member Meeting Dates</i> <i>Refer to Agenda Notes #2: 2024 Board of Directors Meeting Dates</i>
	3. Report from National Council Representative	Information Discussion	Judy Black	<i>Next Meeting: September 15, 2024</i>
	4. RASC Halifax Centre Website & YouTube	Discussion	Judy Black	<i>n/a</i>
	5. Financial Update <ul style="list-style-type: none"> • Financial Status • Directors' insurance • RASC Assistance Fund 	Discussion	Gregg Dill Judy Black	<i>n/a</i>
	6. Member Welcome Package <ul style="list-style-type: none"> • Membership Changes 	Discussion	Tony McGrath	<i>n/a</i>
	7. Education & Public Outreach (EPO) <ul style="list-style-type: none"> • Outreach Requests 	Discussion	David Hoskin	<i>n/a</i>
RASC HALIFAX CENTRE – GOALS & OBJECTIVES				
	8. 2024 Goals & Objectives <ul style="list-style-type: none"> • Prioritize next steps Sep-Dec • Membership/ Recruitment 	Ongoing Discussion	Tony McGrath	<i>n/a</i>
UPDATES / REPORTS				
	9. Governance Review <ul style="list-style-type: none"> • Policies review 	Discussion Decision	Judy Black	<i>Documents pre-circulated by Judy June 18 (9:24 PM) & August 25 (4:15 PM)</i>
	10. SCO <ul style="list-style-type: none"> • Update • Members Observing nights • SCT 8" (jerry) 	Discussion	John Liddard	<i>Members Observing night schedule?</i>
NEW BUSINESS				
	13. LP Training/Certificates		Tony McGrath	Document pre-circulated by Tony on ??
	14. Nominating Committee		Peter Hurley	

Adjournment				
9:00 PM	Adjournment (Next meeting: October 29, 2024)			

RASC, Halifax Centre – Member’s Meeting
 Saturday, October 5, 2024 – 1:00 PM – 4:00 PM
 Via Zoom – Meeting ID 845 8902 9230

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions Photo Montage EtU guides for sale Astroimaging Contest	David Hoskin (MC)
	Presentation: JAXA’s XRISM satellite	Luigi Gallo
	Social Break	
	Food for the Soul:	Paul Heath
	What’s Up? (October)	David Hoskin
	News from the Board	Tony McGrath
4:00 PM	Adjournment	
	Telescope Medic session	??

* 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.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
Agenda Note #1 re: Speakers & 2024 Member Meeting Dates	<p>2024 Approved Members Meeting Dates and Events Members’ Meeting dates were approved at the November 2023 Board of Directors meeting. They have been posted on the RASC(HC) website.</p> <p>Confirmed Speakers</p> <ul style="list-style-type: none"> • October 5, 2024 – Luigi Gallo (<i>JAXA’s XRISM satellite</i>) • November 2, 2024 – Charles Ennis (<i>World Asterism Project</i>) • AGM December 7, 2024 – Lisa Ann Fanning (<i>Stereoscopy</i>) <p>Suggested Speakers / Special Presentations:</p> <ul style="list-style-type: none"> • John Badowski • Dave Chapman • Tony Schellinck • David Hoskin • Kaja Rotermond (formation of a high-redshift galaxy cluster) • SMU Astronomy and Physics <ul style="list-style-type: none"> • Grad students • Tiffany Fields • Rob Thacker • https://rasc.ca/find-speaker
Agenda Note #2 re: Approved 2024	<p>2024 Approved Board Meeting Dates</p> <ul style="list-style-type: none"> • October 29 • December 3

**Halifax Centre Board of Directors - Minutes of Meeting
October 1, 2024 - 7:00 PM – 9:00 PM
held via Zoom - Meeting ID 889 2033 5355**

Present: Tony McGrath (President), Judy Black, Jerry Black (20:42 to 20:58), Gregg Dill, Matt Dyer, David Hoskin, Peter Hurley, John Liddard, Dave Robertson

Regrets: Jeff Donaldson, Lisa Ann Fanning, Mary Lou Whitehorne

Absent: John Nangreaves

1. Welcome & Introductions

Tony called the meeting to order at 7:04pm and welcomed Board members. He asked if there were any changes or additions to the agenda which had been circulated by email by Peter this morning. He suggested we add the Auditor's report to item 5, and workshops under New Business. Peter asked to add 2 proposals from Wayne Harasimovitch - business cards under Outreach and a weather station at SCO under SCO Update.

The Action List, which was attached to the minutes of the previous meeting and circulated by email by Peter on September 29, 2024, was reviewed.

From January 10, 2023

Action 10: Open.

From September 5, 2023

Action 5: Open.

From April 30, 2024

Action 6: Open.

From May 28, 2024

Action 2: Open.

Action 4: Closed.

From June 18, 2024

Action 1: Closed.

Action 4: Open.

Action 5: Closed.

Action 6: Closed.

From September 3, 2024

Action 1: Closed.

Action 2: Closed.

Action 3: Closed.

Action 4: Open.

Action 5: Open.

Action 6: Closed.

Action 7: Closed. Gregg to send again.

Action 8: Closed.

Action 9: Open.

Action 10: Closed.

Action 11: Open.

Action 12: Open.

Tony asked if there were any changes or corrections that needed to be made to the minutes of the previous Board meeting held on September 3, 2024 which had been circulated by email by Peter on September 29, 2024. Gregg provided a correction to the discussion of the Auditors Report. Judy also proposed a correction to that item.

241001MN-Mot01

It was moved by Judy Black and seconded by Dave Robertson to approve the September 3, 2024 RASC Halifax Centre Board of Directors meeting minutes, as amended.

CARRIED

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

Judy reported that she had confirmed with Luigi Gallo that he was able to speak at our Members meeting this coming Saturday October 5, and she provided an update on the title of his presentation. She confirmed that Paul Heath had a poem for Food for the Soul and that What's Up for October had already been posted on our website.

Judy indicated that Robyn Foret had agreed to speak virtually at a future Halifax Centre Members meeting on the RASC Awards program and that he would include joint awards with CASCA. Dave Chapman, Tony Schellinck and David Hoskin have all agreed to present their Nova East presentations at future Members meetings. Tony pointed out that the speaker for November was Martin Conners, topic 100 years ago Galaxies Did Not Exist, referred to us by David Tindall. Judy indicated she would schedule Robyn Foret and Charles Ennis in the new year.

Peter asked about the tentative telescope medic session proposed for this coming Saturday, and David indicated that he likely won't be able to attend in person and that Dave Chapman wouldn't be attending so it was agreed to postpone it to a future date.

Tony asked Judy to expand on her note about the name of Members meetings. She indicated that the title Members meeting did not encourage public attendance, that these were not business meetings, and that they should be referred to as Public meetings. There was discussion of the titles used by other RASC Centres. Judy pointed out that Jerry had included that the Members meetings were open to the public. It was agreed that we re-visit the idea.

3. Report from National Council Representative

Judy had distributed the report from the last National Council meeting held September 15, 2024 to the Centre Board by email on September 27, 2024.

She noted that a National Board member had stepped down and a replacement was needed. Judy asked Tony to announce at the Members/Public meeting on Saturday that there was a vacancy that needed to be filled and explained the requirements of the position.

241001MN-Act01

Tony McGrath to announce at the Members meeting on Saturday October 5, 2024 that there was a vacancy on the National RASC Board of Directors.

Tony asked about the funding that was used to produce the new EPO material that had been produced at National office and she confirmed that it had been a budgeted expense.

4. RASC Halifax Centre Website and YouTube

Judy reported that the servers at SMU that we use as our list servers and website had been down for maintenance earlier today but they were back up and everything was functioning and Tiffany had posted to the Centre distribution list to that this had occurred. Jerry had updated the notice for the Members meeting on Saturday. The revised Centre position descriptions and revised policies have all been uploaded and Centre Board meeting minutes are up to date, including the minutes for the Special Meeting by Requisition in February.

5. Financial Update

Gregg reported that there was presently \$11,783 in the bank account. He had received a quote from our insurance provider for Directors insurance of \$700 for \$1M coverage and \$1000 for \$2M coverage. He was still waiting to hear from the insurance provider that National office uses. He had also asked them for a quote on our property insurance for SCO. Tony indicated that we hoped to have this settled by the end of the year.

Judy indicated that she had heard back from National office that they could not provide assistance with a Centre membership fee in a case of need. It was agreed that the matter would be dealt with within the Board and outside of our budget.

Tony agreed to send out his questions concerning the recommendations in the Auditors report via email. The items were that split transactions needed documentation and explanation to assist the Auditor, that the list of capital items be discontinued, and that the inventory be updated (this has been done).

241001MN-Act02

Tony McGrath to email his list of questions regarding the Auditor's report to our Halifax Centre Board of Directors.

241001MN-Act03

John Liddard to email the updated inventory list to our Halifax Centre Board of Directors.

6. Member Welcome Package

Peter reported that our Centre membership was 146 as of September 30, 2024, up 5 from last month, but he hadn't determined if the increase was from new members or lapsed memberships that had been renewed.

7. Education and Public Outreach

David reported that he had attended the New Brunswick Centre Fall Starfest at Kouchibouguac National Park the first weekend of September. There are more than 100+ campers but there had only been one clear night. He planned to attend their Star party next June. He was going to help out Dave Chapman with an outreach event at the Deanery this Saturday evening if the weather forecast improved. He had a event scheduled for Dal retirees on October 22 at York Redoubt and Stu Cameron was assisting. He hadn't heard back from Chickory Blues in Blockhouse and an event in the end of October.

Peter presented a summary of the proposal from Wayne Harasimovitch to produce a RASC Halifax Centre business card for use at outreach events. Jerry had provided Wayne with the Centre logo and a QR code that links to our website. Judy explained that these would be used in place of the Centre brochure that we have used traditionally. It was concluded that we agree in principle and that Peter should ask Wayne to provide a draft of the card and an estimate of cost.

241001MN-Act04

Peter Hurley to ask Wayne Harasimovitch to provide a draft of the proposed RASC Halifax Centre business card and a cost estimate for printing.

RASC Halifax Centre Goals and Objectives

8. 2024 Goals and Objectives

There was a brief discussion, and it was agreed that Board members should send comments and suggestions to Tony.

241001MN-Act05

RASC Halifax Centre Board members to send comments and suggestions regarding Goals and Objectives to Tony McGrath

Updates/Reports

9. Governance Review

Judy had circulated policy G14 concerning donations to the Centre. She thanked Michele Lane and Mary Lou Whitehorse for their help in revising the policy, particularly with respect to endowments. The policy now states that the Centre may choose to decline a donation. She indicated there had been a question of whether there should be a provision on how a donation is invested or used under restricted donations, in particular to protect the principle. Judy proposed that the principle not be protected, but that it be left to the donor to specify that.

241001MN-Mot02

It was moved by Judy Black and seconded by David Hoskin that policy G14 be approved as circulated.
CARRIED

Judy then asked if there were any questions about the changes that have been proposed to the Bylaw. Not everyone had had an opportunity to read the document. Judy indicated that she could write a list of the changes in a more succinct manor as well as a draft of the Special Resolution that we approve at our next Board meeting on October 29 to send out to the members to meet the necessary timelines. Gregg asked for clarification whether use of proxies had been removed and Judy confirmed that.

241001MN-Act06

RASC Halifax Centre Board members to read the revised Bylaw and send any questions to Judy Black.

241001MN-Act07

Judy Black to post the revised Policy G14 to the RASC Halifax Centre website.

10. SCO

John reported that the door lock on the SCO roll-off had jammed when it was last been used and had been left

unassembled. He had retrieved it, cleaned and re-assembled it and re-installed it. It worked properly when he tested it. He indicated that he had picked up 3 breakers to deal with the GFCI plugs but that the wiring done for the roll-off plugs was different than that for the storeroom wiring and he asked if Tony could take a look at it before he proceeded with the change. John indicated that he still needed to get the replacement eyebolts for the roll-off. He also reported that he felt that the door of the storeroom/toilet needs to be replaced, the casing is split and it's no longer sound.

The Members SCO viewing night is scheduled for October 4 with a rain date of October 5 but the forecast is for clouds both nights.

Jerry Black joined the meeting and provided the Board with an update of his modifications to the 8" Celestron Edge HD SCT with Hyperstar on an AVX mount that had been donated to the Centre by the Howard family. The Hyperstar makes an f/10 telescope a very fast f/2. Using a Raspberry Pi with K-Stars software and a Wifi network, Jerry has made this a very fast, very simple astroimaging setup. He's asking that it be given approval as a SCO resource and that it be given a permanent location in the roll-off observatory, he has placed marks on the floor so that it can be moved if necessary and it should be able to be returned to those marks and remain polar aligned. Tony has agreed to review documentation that Jerry has produced describing how to use it. Jerry has posted several examples of the very impressive astroimages that he has captured with this setup. Jerry indicated that it would benefit from a dew shield, and a dew heater, and a cover. There were questions about the source software and how user friendly it would be for a novice imager if it had its own dedicated laptop. Jerry indicated that the software was all free and open source, a user only needs a laptop computer that can interface with the K-Stars software and a medium to store their images on. John suggested that he might have a suitable laptop. The response from the Board was totally supportive. Judy suggested that we refer to this as the Howard telescope to recognize the donors.

Peter summarized the proposal from Wayne Harasimovitch to install an RF weather station at SCO. Wayne has access to and is able to provide the necessary radio equipment to the Centre, for free, to set up a weather station that would transmit weather data from SCO that could be accessed by anyone on the internet. While the radio equipment would be free, Wayne estimated that the weather station would cost \$800-1000. This received a serious discussion, and the conclusion was that the cost was too high for the benefit that would be provided.

241001MN-Act08

Peter Hurley to tell Wayne Harasimovitch that his proposal was not supported.

New Business

There was none brought forward.

Adjournment

There being no other business, Tony adjourned the meeting at 9:10pm. He reminded us that our next meeting is scheduled for October 29, 2024.

Respectfully submitted,
Peter Hurley, Secretary

ACTION LIST (October 1, 2024):

From January 10, 2023		
230110MN-Act10	Peter Hurley to work with David Hoskin to create a list of volunteers to help with observing and outreach requests that are remote to the HRM area.	Open
From September 5, 2023		

230905MN-Act05	The Governance Committee to provide a recommendation to the Board regarding retention and disposal of historical documents.	Open
From April 30, 2024		
240430MN-Act06	John Liddard to draft a new breaker shut-off checklist for SCO, circulate it to the Board for comment, and then send it to the SCO keyholders email list and affix a copy to the wall in the warm room at SCO.	Open
From May 28, 2024		
240528MN-Act02	Tony McGrath to discuss problems with the Centre email distribution lists with Tiffany Fields.	Open
From June 18, 2024		
240618MN-Act04	Jeff Donaldson, John Liddard and Tony McGrath to explore the possible benefits of using tech tools available to nonprofit organizations through TechSoup and report back to the Board.	Open
From September 3, 2024		
240903MN-Act04	Peter Hurley and Chris Young to submit Laser Pointer Use report forms to National office for Dark Sky Weekend and Nova East.	Open
240903MN-Act05	Gregg Dill to ask Jenna Hinds at National office about the availability of Directors and Officers insurance through the RASC insurance provider.	Open
240903MN-Act09	Peter Hurley to send list of email addresses of new members since June 1, 2024 to Tony McGrath so he can send them the Member Welcome Package.	Open
240903MN-Act011	Tony McGrath to review the documentation that Jerry Black prepared for using the Celestron 8" SCT and Hyperstar.	Open
240903MN-Act012	All Board members are to notify Peter Hurley if they intend to re-offer in their current position or would like to hold another role on the Board.	Open
From October 1, 2024		
241001MN-Act01	Tony McGrath to announce at the Members meeting on Saturday October 5, 2024 that there was a vacancy on the National RASC Board of Directors.	
241001MN-Act02	Tony McGrath to email his list of questions regarding the Auditor's report to our Halifax Centre Board of Directors.	
241001MN-Act03	John Liddard to email the updated inventory list to our Halifax Centre Board of Directors.	
241001MN-Act04	Peter Hurley to ask Wayne Harasimovitch to provide a draft of the proposed RASC Halifax Centre business card and a cost estimate for printing.	
241001MN-Act05	RASC Halifax Centre Board members to send comments and suggestions regarding Goals and Objectives to Tony McGrath.	
241001MN-Act06	RASC Halifax Centre Board members to read the revised Bylaw and send any questions to Judy Black.	
241001MN-Act07	Judy Black to post the revised Policy G14 to the RASC Halifax Centre website.	
241001MN-Act08	Peter Hurley to tell Wayne Harasimovitch that his proposal was not supported.	

MOTION LIST (October 1, 2024):

241001MN-Mot01	It was moved by Judy Black and seconded by Dave Robertson to approve the September 3, 2024 RASC Halifax Centre Board of Directors meeting minutes, as amended. CARRIED
240903MN-Mot02	It was moved by Judy Black and seconded by David Hoskin that policy G14 be approved as circulated. CARRIED

**Report of the National Council (NC) Meeting (September 15, 2024)
to the RASC Halifax Centre Board of Directors**

Twenty of 39 NC members plus 5 RASC Board members, 2 Committee Chairs, 1 guest from London Centre, Jenna Hinds and new staff member Michelle Bass were in attendance.

The following was taken from the draft minutes of meetings and my notes made at the meeting.

1- Reports from the Board

a- Board Report (Michael Watson)

The National Board of Directors met three times since the last AGM, which is a change from previous years when the board did not meet during the summer.

There are concerns about finding individuals willing to take on the responsibilities of being a Board Member, as it requires a significant time commitment in addition to the local commitments with the home chapter, including but not limited to 12 meetings a year (or more if needed), 2 of those meetings are day long meetings in October and March, in person and virtually. Directors are also expected to be liaison with at least one committee of the Society and attend NC meetings.

The Board is looking to have a replacement for one of the Directors - Andrew Bennett - in place within two months. Regarding Board Member recruitment, Centres and National Representatives are encouraged to send names of potential board members along with a summary of their qualifications to either M. Watson or J. Hinds for evaluation.

Request to RASC Halifax Centre:
(1) Promote RASC Board of Directors position open for RASC Board of Directors.

Establishment of a taskforce comprising qualified and competent members and one Director was suggested by two Board Members to study issues in depth to report back with recommendations. The first suggested idea put forward is likely to focus on the Society's head office. The desired space should have physical offices for the society's three full-time employees, meeting space for the board and other groups, storage space for the Society's significant archives and publications, as well as space for the Dorner collection (that currently takes 40 to 50% of the current space). A report would be beneficial as the current space costs approximately \$100,000 CAD per year, – and if an alternate plan is worth considering, it will be brought forward. Relocation of full-time staff should be considered in this report.

b- Treasurer Comments & Financial Report (Stuart Heggie)

S. Heggie stated that the financial reports were circulated prior to this meeting. The committee is working on a process to generate revenue beyond the one-time or non-repeatable items. The Board will continue to investigate the reasons behind the 7% decline in membership numbers to determine if it is a significant issue and determine if it is a worrying trend or a symptom of the renewal process.

There has been a significant increase in donations, which are critical for the financial health of the organization. Sales of handbooks in the US have seen a substantial uptick, which is viewed as a positive outcome as well. The financial performance has improved considerably, with a transition from a significant loss to a very small loss, indicating a positive trend in investments. There are still a couple of outstanding questions regarding the financial performance that need clarification, although most inquiries have been resolved positively.

S. Heggie confirmed that the first meeting for the financial committee has been scheduled for next week, and preparations are underway to ensure a smooth process leading up to the National Council's review. M. Watson mentioned there may be tension in determining the optimal timing for starting the budget process, balancing the need for performance data and the availability of participants during the summer.

c- Operations (Jenna Hinds)

J. Hinds introduced Michelle Bass, who joined the team at the end of July, taking over responsibilities after Renee's early departure. Michelle is the Publications & Membership Representative.

Publications:

It was mentioned that the Handbook print copy is scheduled to be sent to the printers today, with the calendar already submitted for printing; both are expected to be completed around October. There is a concern regarding the historical issue of ordering too many publications, leading to excess copies that incur storage and disposal costs. The team is working to optimize the number of publications ordered to balance availability for sale and minimize waste. The breakdown of membership operating costs indicates that it costs about \$120 per member, which is \$32 more than the current membership fee.

Sponsorship/Advertising:

RASC now has a new relationship with Telus that is only accessible via website when the members are logged in. Similar deals and offers have been presented before to the membership and they are a mutually beneficial program for both organizations. We are hoping this relationship will provide further partnerships within the society.

Q&A:

A member asked who refereed submissions to the Journal and J. Hinds mentioned that content was screened by James Edgar and Nicole Mortillaro. RASC manages the advertising arrangements, including Telus advertising that generates revenue.

A question was asked regarding the photos in the calendar. S. Heggie stated that the selection is made by the astroimaging committee, and it has intentionally been a regional representation. The lack of clear attempts to ensure that the RASC represents the entirety of its community, particularly regarding gender equity and outreach to underrepresented groups has been brought forward in the past, and the team plans to document actions taken to promote fairness across the RASC, ensuring that the solicitation of images reflects the diversity of the community.

Membership Renewals:

J. Hinds confirmed that renewal notifications are currently set to be sent out 30 days and 7 days before membership expiry. There are specific challenges with renewing memberships, particularly regarding the payment process, which is complicated and affects only a small number of members.

For members facing renewal issues, the recommendation is to contact the organization directly for assistance, as the renewal process is not going to be fixed due to the small number of affected members.

2- NC Recorder

Adriana Stone (Calgary Centre) volunteered to be nominated for the role. She was consequently elected by acclamation. A most welcome addition to the team of Officers!

3- Outreach Print Materials

Two Toronto Centre members provided a report regarding printing *StarFinder* and *Moongazer* outreach materials, which were put on hold during the financial crisis. The financial implications of reviving the outreach materials may be significant, as the organization is still facing a situation where revenue does not outpace expenses.

There were two options for consideration:

- Purchase the material directly from Staples en masse and have them shipped to Staples close to RASC Centres. Staples does not charge for shipping, but not all Centres have access to Staples.
- Have National to do the printing and ship them out. It was suggested that the order be made once a year as the cost of storing all the material is expensive. All orders can be requested early in the year. This saves funds as it's cheaper to print by National's printers vs. Staples

The next steps involve gathering feedback from participants regarding the two options for printing and distribution of the outreach materials. S. Nourse brought a concern forward and J. Hinds responded that the *StarFinder* will likely need to be printed and distributed from National due to its complexity, rather than through Staples. In the past, head office has set large orders of approximately 50,000 prints of star finders and they are shipped out to Centres as requested.

J. Black highlighted the challenges smaller Centres may face in covering shipping costs for materials printed by National, which could impose additional workload on national staff. Also, there is a lack of evaluation for outreach materials, questioning their effectiveness and whether it is worth reprinting items like the *Moongazer*. The group leaned towards continuing with National for mailing out materials, indicating a preference for this option over Staples, and keep the current materials for public engagement. J. Hinds agreed that evaluation is important but until the material is printed and distributed, an evaluation of their effectiveness in increasing interest in astronomy and perhaps membership will not be developed/conducted.

The Toronto member mentioned that Staples would not print locally, as there are certain specifications that need to be met – and the material would be sent to a hub. One member said his Centre prints their own materials locally. Another member is a graphic designer who handles digital printing in-house, and if a Centre wants to reach out and enquire about how to do digital prints work, a single PDF is not printable commercially. This approach may work for a domestic printer but will be rejected from a commercial press. Proper print files have a bleed or safe area. If you are not familiar with that, send him an e-mail – he'll be glad to help you. We need to make sure our materials are on brand and consistent. The prices at Staples are commercial retail prices, and National could do better. It was suggested that a hybrid solution may be a good idea.

An inquiry was made about the cost of handouts, and savings vs. costs for National and the individual Centres. The previous order was \$0.12 per copy with tax included, compared to \$0.17 per unit for the current proposal from Staples. J. Hinds suggested surveying the centers to determine how many materials they would order, and which printing option makes the most sense for them and a timeline was requested a timeline for a proposal to be ready before mid-October for the board meeting.

4- Priorities for the Upcoming Year

- The board discussion regarding Policy C11 will be addressed in the October meeting. There is a need to enhance communication within the council and with external entities, which is seen as a priority.
- Regarding the NC Representative Welcome Package, that has been sent to recent reps that have joined will continue to be sent by Adriana. Members are welcome to provide feedback to the material and it can be found in the shared folders.
- Our three pillars are transparency, collaboration and communication. We want to make sure all members are in communication with each other whenever possible, and we want to make sure the mechanisms are in place for this to occur, including communications with the Board. If members are experienced in enhancing communications, a task team can be put together (upon Terms of Reference revisions). If there are other priorities that need to be addressed, members are welcome to submit their concerns or challenges to one of the three National Council Officers.

5- Next NC Meeting

Sunday, October 27, 2024.

Respectfully Submitted,

Judy Black
RASC Halifax Centre NC Representative
Chair, RASC National Council