



**RASC Halifax Centre Board of Directors Meeting**  
 Tuesday, October 17, 2023: 7:00 PM – 9:00 PM  
 Via Zoom - Meeting ID:-847 9943 3837

<b>Agenda Items</b>				
<b>Time</b>	<b>Item</b>	<b>Purpose</b>	<b>Responsibility</b>	<b>Support Documents / Notes</b>
7:00 PM	1. Welcome & Introductions <ul style="list-style-type: none"> <li>• Approval of Agenda</li> <li>• Review Action List</li> <li>• Approval of Previous Minutes of Meeting</li> </ul>	Information Approval	John Nangreaves	Pre-circulated: Agenda: October 17, 2023 Minutes: September 5, 2023
<b>ONGOING ITEMS</b>				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> <li>a. 2023 Member's Meeting Date Confirmation and Format</li> <li>b. Confirm Member's Meeting agenda</li> <li>c. Zoom/SMU Bookings</li> <li>d. Guest Speakers &amp; Ideas for Future Presentations</li> </ul>	Ongoing Discussion Approval	John Nangreaves  Judy Black  Peter Hurley	<i>Refer to Agenda Notes #1: Speakers &amp; Approved 2023 Member Meeting Dates</i>  <i>Refer to Agenda Notes #2: 2023 Board of Directors Meeting Dates</i>
	3. Report from National Council Representative <ul style="list-style-type: none"> <li>a. Policy C11: National Council Terms of Reference</li> <li>b. National Council (NC) – Composition, Quorum and Communication</li> <li>c. Report of NC Meeting (September 24 2023)</li> </ul>	Information Discussion	Judy Black	<i>Review of Policy C11, which was circulated by Judy Black by email on September 26, will occur at a separate dedicated Board meeting scheduled for October 24, 2023.</i>  <i>Report of NC meeting (2023-09-24) circulated as a separate document from this agenda.</i>
	4. RASC Halifax Centre Website & YouTube	Discussion	Judy Black	<i>n/a</i>
	5. Financial Update <ul style="list-style-type: none"> <li>• RJSC Update</li> <li>• RASC Calendars</li> <li>• Solar Eyeglasses</li> </ul>	Discussion	Gregg Dill	<i>n/a</i>
	6. Member Recruitment and Retention	Discussion	Tony McGrath	<i>Formation of task team</i>
	7. Education & Public Outreach (EPO) <ul style="list-style-type: none"> <li>• Outreach Requests</li> </ul>	Discussion	David Hoskin Judy Black	<i>InOMN 2023?</i>
<b>UPDATES / REPORTS</b>				
	8. SCO <ul style="list-style-type: none"> <li>• Upgrade Status</li> <li>• Financial Status</li> </ul>	Discussion	John Liddard Gregg Dill	<i>n/a</i>
	9. GLP certificates and training	Discussion	Judy Black	<i>n/a</i>
	10. Library Report: Donation of duplicate books to Centre Library	Discussion	Peter Hurley (on behalf of Jerry Black)	<i>Refer to Agenda Notes #3</i>
<b>GOVERNANCE</b>				

	11. Nominating Committee	Discussion	Peter Hurley	n/a
	12. Policy/Procedure for Donated Astronomy Equipment <ul style="list-style-type: none"> <li>Is EdgeHD 8" with hyperstar available for sale?</li> </ul>		Peter Hurley Judy Black	The Centre has historically not managed donations of observing equipment and there is a strong suggestion that the Board consider developing a new policy to better handle donations of any kind, but in particular donations of observing equipment.  <i>Refer to Agenda Notes #4</i>  <i>Formation of task team to discuss</i>
<b>NEW BUSINESS</b>				
	13. SMU's Maclennan Lecture	Discussion	Peter Hurley	<b>Information received from Dr. Rob Thacker:</b> 7 PM on Nov 2/23. "Paving the Way to SKA" by Dr. Kristine Spekkens (Canadian SKA Science Director, Professor of Physics, Queen's University & Royal Military College of Canada). Understanding how galaxies form and evolve within the standard cosmological framework that describes the Universe is among the biggest challenges in astronomy today. This talk will describe the connection between galaxies, dark matter and cosmology, how the atomic gas in galaxies can be a powerful cosmological probe, and how a revolution in our view of these objects and many others the night sky is underway with a new generation of radio telescopes. These facilities are paving the way for groundbreaking discoveries with the SKA telescope—an international mega-science project in which Canada will soon be a full member—which will come online towards the end of this decade.  (Free event but tickets will be required) More information to follow.
<b>Adjournment</b>				
9:00 PM	14. Adjournment (Next meeting: Oct 31, 2023)			

## RASC, Halifax Centre – Member's Meeting

Saturday, October 21, 2023 – 1:00 PM – 5:00 PM

[Via Zoom – Meeting ID 861 2620 9630](#)

Agenda Items		
Time*	Item	Responsibility
1:00 PM	<b>Welcome &amp; Introductions</b> Photo Montage	David Hoskin
	<b>Presentation: Moon Lore</b>	Chris Young
	Social Break	
	<b>Members Presentations</b>	Members
	<b>Food for the Soul: Pot of Gold</b>	Paul Heath
	<b>What's Up? (October)</b>	David Hoskin

	<b>News from the Board</b>	Peter Hurley
4:00 PM	<b>Adjournment</b>	

\* 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)
<b>Agenda Note #1 re: Speakers &amp; 2023 Member Meeting Dates</b>	<p><b>2023 Approved Members Meeting Dates and Events</b> Members' Meeting dates were approved at the November 2022 Board of Directors meeting. They have been posted on the RASC(HC) website.</p> <p><b>Confirmed Speakers</b></p> <ul style="list-style-type: none"> <li>○ <b>October 21, 2023</b> <u>Confirmed:</u> Chris Young – Moon Lore “Members’ Presentations” – to be held annually in October. It would be the opportunity for the Board to thank all the members (given the meeting would be held near Thanksgiving) and, if it were an annual thing, members could start thinking about what they would like to share well in advance (especially if we keep reminding them) in the <i>Board Notes</i> presentation.</li> </ul> <p><b>Proposed Meeting Speakers, 2023</b></p> <ul style="list-style-type: none"> <li>○ <b>November 4, 2023</b> <u>Confirmed:</u> Tim Doucette – visiting the Canada-France-Hawaii Telescope (CFHT)</li> <li>○ <b>December 2, 2023 – also AGM</b></li> </ul> <p><b>Suggested Speakers / Special Presentations:</b></p> <ul style="list-style-type: none"> <li>○ Refer to September 23, 2023 email from David Hoskin</li> <li>○ <b>Kaja Rotermund</b> (formation of a high-redshift galaxy cluster)</li> <li>○ <b>Dr. Samantha Lawler:</b> New to the U of R and very busy rebuilding the astronomy program. She also has her core research and took on a leadership role in the StarLink issues and lobbying the federal government about it. <a href="mailto:Samantha.Lawler@uregina.ca">Samantha.Lawler@uregina.ca</a></li> <li>○ SMU Astronomy and Physics Grad students</li> <li>○ <a href="https://rasc.ca/find-speaker">https://rasc.ca/find-speaker</a></li> </ul>
<b>Agenda Note #2 re: Approved 2023 Board of Directors Meeting Dates</b>	<p><b>2023 Approved Board Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• Oct 17 (postponed from Oct 10)</li> <li>• Oct 31</li> <li>• Nov 28</li> </ul>
<b>Agenda Note #3 Email received by Jerry Black</b>	<p>Email received by Jerry Black</p> <p>Date: Aug 7, 2023 11:01:25 AM Subject: Burnham's Celestial Handbook To: <a href="mailto:librarian_AT_halifax.rasc.ca@accesscable.net">librarian_AT_halifax.rasc.ca@accesscable.net</a></p> <p>Hi,</p> <p>I see you now have them, but last year thought you didn't. I am downsizing and once got the three volumes of Burnham's Celestial Handbook from the Book of the Month club, but never progressed from binoculars and didn't have the time. They are basically unused hard cover volumes.</p> <p>If you or anyone wants them, let me know. Otherwise, they will be turfed.</p> <p>Thanks, Wayne Nickerson</p>

<p><b>Agenda Note #4</b>  <b>Email from Dave Chapman re: text he received with request about C8 with Hyperstar</b></p>	<p>Email from Dave Chapman  Subject: Dalhousie Astronomy Society</p> <p>Hi all, I am passing this message that came to me by text via Astronomy Nova Scotia:</p> <p>Hi Dave,  My name is Ayman Ghanai and I am the vice president of the newly-formed Dalhousie Astronomy Society. I got your number from the Astronomy Nova Scotia website. A few weeks ago, I vaguely remember someone mentioning to me that there may be a C8 with HyperStar that is not currently being used. I was wondering if you know anything about this. Our society is quite large for the amount of telescopes we currently have so we are looking into potentially purchasing some more. If you know anything about this, please let me know, as we would be interested in purchasing it if it is for sale.</p> <p>Cheers,  Ayman</p>
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**Halifax Centre Board of Directors - Minutes of Meeting**  
**October 17, 2023 - 7:00 PM – 9:00 PM**  
**held via Zoom - Meeting ID 847 9943 3837**

**Present:** Judy Black, Gregg Dill, Matt Dyer, David Hoskin, Peter Hurley, John Liddard, (joined 7:30pm), Tony McGrath, John Nangreaves, Kathy Walker (until 8:00pm), Mary Lou Whitehorne

**Regrets:** Lisa Ann Fanning, Pat Kelly

**1. Welcome & Introductions**

John Nangreaves asked for an alternate chairperson and Judy volunteered. Judy called the meeting to order at 7:01 pm and welcomed members. She asked if there were any changes or additions to the agenda, which had been pre-circulated by email. She indicated that there was an item that should be discussed in-camera and suggested that it be included after the Financial Update.

**231017MN-Mot01**

It was moved by John Nangreaves and seconded by Kathy Walker to approve the October 17, 2023 Board of Directors meeting agenda, as amended.  
CARRIED.

The Action List, which was attached to the minutes of the previous meeting, was reviewed.

From November 29, 2022

**Action 9:** Open.

From January 10, 2023

**Action 10:** Open.

From March 28, 2023

**Action 9:** Closed.

From May 2, 2023

**Action 4:** Open.

From June 6, 2023

**Action 1:** Closed.

**Action 5:** Open.

From September 5, 2023

**Action 1:** Open.

**Action 2:** Open.

**Action 3:** Open.

**Action 4:** Open. Still needs a final cost from Tony for running power to Storage Room/Toilet.

**Action 5:** Open. Change Policy Review to Governance.

**Action 6:** Closed.

**Action 7:** Open.

**Action 8:** Closed.

**231017MN-Act01**

Gregg Dill to contact Pat Kelly to confirm that Nova East registration cheques hadn't been deposited into the Centre bank account.

**Action 9-12:** Closed.

The minutes of the previous Board meeting held on September 5, 2023 had been circulated by email. There was a change in the wording of Action 230905MN-Act05.

**231017MN-Mot02**

It was moved by Greg Dill and seconded by Kathy Walker to approve the September 5, 2023 Board of Directors meeting minutes, as amended.  
CARRIED.

**ONGOING ITEMS**

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

Judy reminded us that there are three Members meetings left in this year. She indicated that Tim Doucette has agreed to speak at the November 4 Members meeting about his trip to the Canada-France-Hawaii telescope. David indicated that a new member had offered to speak on a variety of topics.

**231017MN-Act02**

David Hoskin to contact the new member to confirm that he will present at the AGM/Members meeting on December 2, 2023 and to arrange a topic.

Jerry Black and Bob Russell have arranged to visit the meeting room SMU AT101 with Tiffany Fields on Friday October 20 to test the Zoom set up before the Members meeting on Saturday.

Judy indicated that Pat would still be away on vacation, and she wouldn't be available to MC the meeting on October 21. David volunteered to MC and Peter volunteered to present News from the Board, with an update from the Nominating Committee. The meeting agenda was reviewed, Chris Young is scheduled to present on Moon Lore and, in the second speaker slot, we have scheduled Members presentations. There was discussion of how that might proceed and how it might be advertised in the Meeting announcement.

**3. Report from the National Council Representative**

Judy had distributed by email two documents for review prior to the meeting, a modified NC terms of reference and a document discussing NC quorum, membership, and voting. It had already been agreed by email that we would hold a separate meeting on October 24, 2023 to review these documents and provide feedback to NC from our Centre. She presented her report from the last NC meeting and there were no questions. Gregg asked if NC had seen a recent financial statement. Mary Lou observed that the NC was not a replacement for the Finance Committee and that it should have no role in the finances of the RASC.

**231017MN-Act03**

Judy Black to contact Mike Watson and cc: Jenna Hinds to enquire about a finance statement.

#### **4. RASC Halifax Centre Website and YouTube**

Judy reported that there had been no changes other than the usual updates.

#### **5. Financial Update**

The RJSC update was covered with the Action items.

Gregg indicated that he hadn't received an invoice yet from Tony for getting power to the Storage Room/Toilet but he thought that the cost had exceeded the \$400 that the Board had approved previously. He thought there were also outstanding costs associated with the installation of the electric heater in the warm room. He suggested that the two be considered 2 projects and that he would process 2 invoices. Tony provided values for both.

##### **230905MN-Mot03**

It was moved by Gregg Dill and seconded by David Hoskin to approve payment of invoices to a value of \$611.26.

Judy indicated that David now had the solar observing glasses sent from National office and she had received the invoice. She had received the 2024 RASC calendars but had not received the invoice yet. She suggested that Jerry could go to the post office so we could determine what the mailing cost would be this year and that we could set a calendar price by email, if different from \$25/calendar charged last year.

##### **230905MN-Act04**

Judy Black to ask Jenna Hinds for an invoice for the 2024 RASC calendars.

John Liddard reported that Superior Propane had removed the remaining propane from the tank at SCO and had then removed the tank. They had refunded us for the propane and charged us for the removal of the tank and there was now a credit on our account.

##### **230905MN-Act05**

Gregg Dill to request repayment of the credit on our Superior Propane account.

6. This item was discussed in-camera.

##### **230905MN-Mot04**

It was moved by Judy Black and seconded by Peter Hurley that this item would be discussed in-camera.

CARRIED.

##### **230905MN-Act06**

Peter Hurley to forward the document to Board members for their comments to be sent to Judy Black by next Friday October 20, 2023.

##### **230905MN-Act07**

Judy Black to incorporate suggested changes into the document and forward it on.

##### **230905MN-Mot05**

It was moved by Judy Black and seconded by David Hoskin to end the in-camera discussion.  
CARRIED.

#### **7. Member Recruitment and Retention**

There was further discussion of the Centre Welcome package that Tony had circulated before the last meeting. Several members pointed out that recruitment and retention are quite different activities. Tony indicated that he had focused on member retention. He indicated he would incorporate comments he had received and send a revised copy in an MS Word format file for discussion at our next Board meeting on October 31, 2023.

##### **230905MN-Act08**

Tony McGrath to distribute a revised version of his Centre welcome package in an MS Word

format to Board members.

Peter suggested that Action 5 from the June 6, 2023 Board meeting had recommended the formation of a task team that should help Tony and make progress on both retention and recruitment initiatives.

### **8. Education and Public Outreach**

David indicated that he hadn't received any outreach requests in the last month. Judy asked about planned activities for International Observe the Moon Night on October 21, 2023 and David indicated that there were no group activities planned because of the forecast of rain.

### **Updates/Reports**

#### **9. SCO**

John Liddard reported that the electrification of the Storage Room/Toilet had been completed and that the painting parties had been successful, and he expressed his appreciation to Tony for all the work and coordination he had put into getting both activities completed. He indicated he had discussed the condition of the access road with Harden Wile, Minas Energy, by email who had indicated that they were very open to our accessing SCO after-hours but cautioned that users should "take it slow". Harden indicated they hoped that construction of the new penstock would be complete by the end of November.

There was discussion about whether the gate was going to be a permanent fixture and the current location of the key lockbox and John indicated that he would discuss it with Harden.

#### **230905MN-Act09**

John Liddard to discuss with Harden Wile whether the gate was a permanent fixture and if the key lockbox could be moved to a more convenient location closer to the gate.

#### **10. GLP certificates and training**

Judy indicated she would email Dennis Lyon and Jenna Hinds to inquire if RASC National office or other Centres had a template for a GLP training certificate that we could use.

#### **230905MN-Act010**

Judy Black to email Dennis Lyon and Jenna Hinds to inquire if RASC National office or other Centres had a template for a GLP training certificate.

#### **11. Librarian Report**

Jerry Black reported he had received an offer from a new member to donate the 3 volumes of Burnham's Celestial Handbook to the Centre Library but that our library already had a copy of these volumes. It was suggested that these could be offered to the membership at the upcoming Members meeting and through the Announcement List.

### **Governance**

#### **12. Nominating Committee**

Peter indicated he had forgotten about the election process, and he would be notifying the membership via the Announce List that nominations were open. There was discussion about the deadline for nominations, which is 30 days before the AGM, so November 2, 2023 but that nominations open again at the AGM. He asked Board members and those in appointed positions to indicate to him if they intended to re-offer. There was discussion about whether Gregg could stay on as Treasurer and it was agreed that he could if he wished, given that there had been a break.

#### **13. Policy/Procedure for Donated Astronomy Equipment**

Judy reminded us that, at our last Board meeting, it had been suggested that the Centre has historically not managed donations well, particularly of observing equipment. And that coincidentally we had received a query from the Dalhousie Astronomy Club whether one of our donated telescopes was for sale. Considerable discussion followed about the donated telescope, but also about donations in

general. It was agreed that the Centre needed to make it clear to donors that the Centre needed to be free to make decisions about the use and the future of donations, whether they were of equipment or of funds. It was also agreed that the donated telescope in question was not currently available for sale, while we considered how it might be better used going forward. David indicated that he had already invited the person from the Dalhousie Club to our Members meeting. Tony volunteered to draft a document to help us focus our thinking on this bigger question of how to deal with donations. On a more specific example, it was suggested that a letter of thanks should be sent to the member who donated \$75 to the Centre after David helped him with his telescope. It was agreed that this was important and that drafting a policy would need further discussion.

**230905MN-Act011**

Tony McGrath to draft a document to help us move forward with developing a policy of how the Centre should deal with donations in the future.

**230905MN-Act012**

Peter Hurley to respond to the Dalhousie Astronomy Club that the donated telescope was not for sale.

**230905MN-Act013**

Peter Hurley to send a letter of thanks to the member who donated \$75 to the Centre after David Hoskin helped him with his telescope.

**Adjournment**

There being no other business, Judy adjourned the meeting at 9:16pm.

Respectfully submitted,  
Peter Hurley, Secretary

**ACTION LIST (October 17, 2023):**

<b>From November 29, 2022</b>		
221129MN-Act09	<b>Peter Hurley</b> to put amendment of Bylaw #1 to include use of social media to hold meetings on a future he Board meeting agenda (not January 3, 2023).	Open
<b>From January 10, 2023</b>		
230110MN-Act10	<b>Peter Hurley</b> 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
<b>From May 2, 2023</b>		
230502MN-Act04	<b>Peter Hurley</b> to explore with National office how member statistics are generated from the Driven database.	Open
<b>From June 6, 2023</b>		
230606MN-Act05	<b>Peter Hurley, Tony McGrath, Dave Lane, Gregg Dill and Pat Kelly</b> to form a task team to determine how to extract data from the Driven database and welcome new members to RASC Halifax Centre.	Open
<b>From September 5, 2023</b>		
230905MN-Act01	<b>Gregg Dill</b> and <b>John Liddard</b> to review SCO inventory and confirm items still exist and assign value to assets.	Open
230905MN-Act02	<b>Gregg Dill</b> to provide a budget update and indicate where we could fund-raise.	Open



230905MN-Act03	<b>Gregg Dill</b> to submit the RASC Halifax Centre 2021-22 Annual Financial Statement to NS RJSC.	Open
230905MN-Act04	<b>Gregg Dill</b> to provide an update on SCO upgrade fundraising budget.	Open
230905MN-Act05	<b>The Governance Committee</b> to provide a recommendation to the Board regarding retention and disposal of historical documents.	Open
230905MN-Act07	<b>Peter Hurley</b> to work with Judy Black to shorten the Land Acknowledgement and Inclusivity and Diversity statements.	Open
<b>From October 17, 2023</b>		
231017MN-Act01	<b>Gregg Dill</b> to contact Pat Kelly to confirm that Nova East registration cheques hadn't been deposited into the Centre bank account.	Open
231017MN-Act02	<b>David Hoskin</b> to contact John Bodowski to confirm that he will present at the AGM/Members meeting on December 2, 2023 and arrange a topic.	Open
231017MN-Act03	<b>Judy Black</b> to contact Mike Watson and cc: Jenna Hinds to enquire about a Finance Committee report.	Open
231017MN-Act04	<b>Judy Black</b> to ask Jenna Hinds for an invoice for the 2024 RASC calendars.	Open
231017MN-Act05	<b>Gregg Dill</b> to request repayment of the credit on our Superior Propane account.	Open
231017MN-Act06	<b>Peter Hurley</b> to forward the award nomination to Board members for their comments to Judy Black by next Friday October 20, 2023.	Open
231017MN-Act07	<b>Judy Black</b> to incorporate suggested changes into the award nomination and forward it to James Edgar, RASC Awards Committee chair.	Open
231017MN-Act08	<b>Tony McGrath</b> to distribute a revised version of his Centre welcome package in an MS Word format to Board members.	Open
231017MN-Act09	<b>John Liddard</b> to discuss with Harden Wile whether the gate was a permanent fixture and if the key lockbox could be moved to a more convenient location closer to the gate.	Open
231017MN-Act010	<b>Judy Black</b> to email Dennis Lyon and Jenna Hinds to inquire if RASC National office or other Centres had a template for a GLP training certificate.	Open
231017MN-Act011	<b>Tony McGrath</b> to draft a document to help us move forward with developing a policy of how the Centre should deal with donations in the future.	Open
231017MN-Act012	<b>Peter Hurley</b> to respond to the Dalhousie Astronomy Club that the donated telescope was not for sale.	Open
231017MN-Act013	<b>Peter Hurley</b> to send a letter of thanks to the member who donated \$75 to the Centre after David Hoskin helped him with his telescope.	Open

### **MOTION LIST (October 17, 2023):**

231017MN-Mot01	It was moved by John Nangreaves and seconded by Kathy Walker to approve the October 17, 2023 Board of Directors meeting agenda, as amended. CARRIED.
231017MN-Mot02	It was moved by Greg Dill and seconded by Kathy Walker to approve the September 5, 2023 Board of Directors meeting minutes, as amended. CARRIED.

231017MN-Mot03	It was moved by Gregg Dill and seconded by David Hoskin to approve payment of invoices to a value of \$611.26. CARRIED.
231017MN-Mot04	It was moved by Judy Black and seconded by Peter Hurley that this item would be discussed in-camera. CARRIED.
231017MN-Mot05	It was moved by Judy Black and seconded by David Hoskin to end the in-camera discussion. CARRIED.

## Report from National Council (September 24, 2023 – NC23-4)

### 1. RASC Board

Board meets monthly and financial are now reviewed at every meeting. Charity Accounts produces the statements that are sent to Jenna and Michael two weeks after the end of the month.

President: Michael Watson

1<sup>st</sup> VP: Brendon Roy

2<sup>nd</sup> VP: Betty Robinson

Secretary: Eric Briggs

### 2. Treasurer Position

The Board has put out repeated calls for National Treasurer. A few applications were received; however, the Board has not found a suitable candidate. The Board is well-armed with solid financial experience, along with the Finance Committee, and the Charity Accounts, the need to fill the Treasurer position is not necessarily required by the not-for-profit Act, even though the Bylaw stipulates Treasurer as an Officer Position. It will show as “vacant” for now.

### 3. RASC NOVA Program (Betty Robinson)

The program contains several modules and has a full course structure. There will be a fee of \$50 for members and \$75 for non-members; in both instances, the Society takes \$25%.

### 4. Executive Director Report (Jenna Hinds)

Big changes to staffing. There were 15-16 but now down to 5 (4 fulltime and 1 parttime). Staff now comprises the following. Their phone numbers are on the RASC site (<https://www.rasc.ca/contact>)

- Jenna Hinds, Executive Director
- Renee Drummond, Membership & Marketing Coordinator  
([renee@rasc.ca](mailto:renee@rasc.ca) and [mempub@rasc.ca](mailto:mempub@rasc.ca))
- Nawed Asif, Finance and Office Manager
- Reem Kalifeh (parttime) [communications@rasc.ca](mailto:communications@rasc.ca)

Interestingly, Randall Rosenfeld (Archives and Dornier Telescope Museum) was not mentioned but I shall inquire

Robotic telescope sold for \$40K CAD. Partnerships are in progress to explore options for reducing rent.

Note: At the time of this report, our Centre orders for 2024 calendars and solar glasses have been received by Judy Black and David Hoskin respectively.

### 5. Financial Position & Discussion

SkyNews debt is being closed off in 2023 and thus still shows in the statements. SkyNews was able to repay CEBA loan and that is now closed. RASC CEBA loan has not yet been paid off but should be following upcoming big purchases (Handbooks, calendars, etc.)

Budget 2024 process will begin next month (October) and Budget 2024 is hoped to be completed by end of January utilizing real figures from the previous year. The Board has been highly focused on fixing expenses in the past number of months and are now pivoting to working on Revenue.

## 6. Policy C11: National Council Terms of Reference

Our Board will be meeting on October 24, 2023 to discuss this as a Meeting by Requisition.

- a. Part 1: Judy Black, Jim Fairles and Eric Klaszus comprised the Task Team. Following their discussion and amendments to a draft document, it was circulated to members on August 16, 2023, via the RASC Council and the Presidents Forum. NC Reps, their Presidents and their Boards were to consider this document.
- b. Part 2- Composition, Quorum & Communication: Over the summer, email discussions were held by Judy Black, Alister Ling, Don Town, Dennis Lyons, Kim Hays, Randy Attwood and Michael Watson. In the original Terms of Reference, “quorum” had not been included. Over the years, there has been much discussion regarding membership and how best to determine quorum to ensure that NC decisions are seen as being agreed to by the “majority”. Several pieces of the puzzle are introduced, some having 2 or 3 recommendations for members to consider.

ACTION: Centre NC Reps were requested to submit all comments on both documents relating to C11 to Judy Black by Tuesday October 31, 2023.

## 7. 2023-2024 Priorities

It has been suggested the Board will be asking Committees for a work plan to outline their priorities for the coming year. Here is a list of items that we should consider for the coming year. Our NC meetings are only 2 hours in duration. Board updates at subsequent meetings will be limited to 40 minutes from the current 60 to allow more time for NC business. Therefore, to facilitate projects going forward and to make the most of our face-to-face (aka Zoom) meetings, small task teams will be struck to bring outcome of discussions to members before meetings so that members have a chance to read it, digest it, and come prepared to discuss – perhaps even providing input prior to meetings, when requested.

### **Ongoing Priority:**

1. Consultation regarding financial position

### **Upcoming Priorities:**

2. Policy C11: agree to all content for the Board to consider for their approval as the revised version.
3. Determining communication mechanisms within the National Council
  - a. Education of incoming new members
  - b. Resource/Education package (online) for all NC members (“where is....?”)
4. Assist the Board in defining “membership services” and determining the “true” costs of such services.
5. RASC Committee Consultation, when requested by other committees  
Other business to be prioritized as it arises.

## 8. Centre Challenges

### **a. Centre Board/Council recruitment**

This is a challenge for many Centres. Job descriptions are critical for all Centres to have in place. Calgary, Regina and Mississauga have had elections over the years; they have had more volunteers wanting to take roles than there are position available. Might be worth exploring their strategies.

ACTION: There will be a continuing thread on the NC Forum to discuss Council/Board recruitment.

### **b. Managing Difficult Members**

Discussion on how to “fire” a volunteer; this is where position descriptions may help. For those members not on the Board/Council, the members can determine if someone is banned from their events. Local police can help to enforce; however, you need to have thorough documentation to support your request. This is not something that can have a national process as city law

enforcement regulations are potentially different in every city. For members who might not be worthy of a ban, but are disruptive, Council could vote to give a notice in writing to the member. ACTION: There will be a continuing thread on the NC Forum to discuss managing difficult members.

**Next NC Meetings:**

Sunday, November 5

Sunday, December 3

Respectfully Submitted,  
Judy Black  
NC Representative for Halifax Centre  
Chair, National Council

Approved November 4, 2023