



RASC Halifax Centre Board of Directors Meeting

Tuesday, September 6, 2022: 7:00 PM – 9:00 PM

Via Zoom - Meeting ID 885 7235 5782

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	Judy Black	Pre-circulated: Agenda: September 6, 2022 Minutes: May 31, 2022
ONGOING ITEMS				
	2. Upcoming Meeting Dates & Guest Speakers <ul style="list-style-type: none"> a. 2022 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	Judy Black	Refer to Agenda Notes #1: 2022 Member Meeting Dates & Speakers Refer to Agenda Notes #2: Approved 2022 Board of Directors Meeting Dates
	3. Report from National Council Representative	Information Discussion	Judy Black	Refer to Agenda Notes #3: report from National Council (NC) Next NC Meeting: September 11, 2022
	4. RASC Halifax Centre Website & YouTube	Information	Judy Black	n/a
	5. Financial Update	Discussion Decision	Gregg Dill	n/a
	6. Recruitment	Discussion Decision	Judy Black	Extend invitation to the I&D Committee for presentation
	7. Education & Public Outreach (EPO) <ul style="list-style-type: none"> • Outreach Requests • Outreach/Observing Chair 	Discussion Decision	David Hoskin	n/a
GOVERNANCE				
	8. EPO & Observing Chairs <ul style="list-style-type: none"> a. EPO/Observing combined 	Discussion Approval	David Hoskin	Refer to Agenda Notes #4: NEW position Description
UPDATES / REPORTS				
	9. SCO <ul style="list-style-type: none"> • Updates • Fall site cleanup (before September 23) • SCO BBQ (September 23 or 24) 	Information Discussion Decision	John Liddard Judy Black	n/a
	10. Report: Dark-Sky Weekend (Aug 19-21)	Discussion Decision	Peter Hurley Tony Schellinck	n/a
	11. Report: 2022 Nova East (Aug 26-28)	Information Discussion	Judy Black	n/a
NEW BUSINESS				
	12. RASC Calendar Order	Discussion Decision	Judy Black	n/a
9:00 PM	Adjournment (Next meeting: September 27 2022)			

RASC, Halifax Centre – Member’s Meeting
 Saturday, September 10, 2021 – 1:00 PM – 5:00 PM
 Via Zoom – Meeting ID 896 1700 5048

Agenda Items		
Time*	Item	Responsibility
1:00 PM	Welcome & Introductions Photo Montage	Judy Black David Hoskin
1:15 PM	Presentations: Dr. Donald Bedard & Jim Johnston - Photometric Characterization of Satellites and Space Debris Objects Dave Chapman – What’s in a name? How celestial objects are named	Dr. Donald Bedard Jim Johnston Dave Chapman
2:55 PM	What’s Up? (September)	David Hoskin
3:30 PM	News from the Board	Judy Black
4:00 PM	Adjournment	
4:00 PM – 5:00 PM	Astro-Chat	

* 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.

Halifax Centre Board of Directors - Minutes of Meeting
September 6, 2022 - 7:00 PM – 9:00 PM
 held via Zoom Meeting ID 885 7235 5782

Present: Judy Black, Peter Hurley, Mary Lou Whitehorne, Pat Kelly, Matt Dyer, David Hoskin, Jaime Whynot, Lisa Ann Fanning, John Liddard

Regrets: Gregg Dill, Tim Doucette, Kathy Walker

1. Welcome & Introductions

Judy called the meeting to order at 7:17 pm, when quorum was reached, and welcomed members.

The Meeting Agenda had been circulated by email by Judy on September 3, 2022. The agenda was reviewed. John asked that the SCO agenda item #7 be moved forward to #2 on the agenda. There were no other changes or additions proposed.

220906MN-Mot01

It was moved by David Hoskin and seconded by Jaime Whynot to approve the May 31, 2022, Board of Directors meeting agenda, as amended.
 CARRIED.

The minutes of the May 31, 2022, Board of Directors meeting had been circulated by email by Judy on September 3, 2022. Corrections had been sent by email by Pat. There were no other changes.

220906MN-Mot02

It was moved by David Hoskin and seconded by Pat Kelly to approve the May 31, 2022, Board of Directors meeting minutes, as amended.
 CARRIED.

The Action Lists, which were attached to the minutes of the previous meeting, were reviewed.

From November 2, 2021

Action 1: Open.

From March 29, 2022

Action 6: Closed. Copies of Explore the Universe v2 replaced with v3, at no cost to our Centre due to circumstances.

From May 3, 2022

Action 3: Open.

Action 6: Closed. New action with October date.

220906MN-Act01

Peter Hurley and Tim Doucette to discuss light pollution abatement, where it best fits within the DSP Committee or as a separate entity, and report how best to go forward at the October Board meeting.

From May 31, 2022

Action 1: Closed.

Action 2: Closed.

ONGOING ITEMS

2. SCO

John reported that he had gone to SCO the day before, the first opportunity he had since dealing with the lockbox in early July, and he had done some cleaning and yardwork. He found that the 2nd GFI receptacles in the roll-off had also failed and that consequently there is now no AC power in the roll-off. John reviewed the reason we had initially used GFI receptacles rather than a GFI breaker in the electrical panel. This was discussed and it was concluded that we would now install GFI breakers as the roll-off environment must be too humid for the use of GFI receptables.

220906MN-Mot03

It was moved by Peter Hurley and seconded by Matt Dyer that John Liddard purchase two 20amp GFI breakers for the roll-off electrical circuits.
CARRIED.

220906MN-Act02

Matt Dyer to contact an electrician to determine where to acquire 20amp GFI breakers.

John indicated that there wasn't much to be done regarding clean-up for the upcoming BBQ but he mentioned that, in the storage room/toilet, the lid had been left off the ice cream container that the toilet paper is stored in and animals had been using it for nesting material. Judy said that Tony McGrath had mentioned that animals had been nesting in the 16" Dobsonian telescope again.

John observed that the blue Newtonian telescope was back in the warm room and asked if there was another means to find a new home for it if the Nova East flea market hadn't been successful in selling it. John also observed that there is also a large optical tube. He reminded us of its history, and it was concluded that it was best at this point to dispose of it, if it was only an optical tube that had been there for 10+ years. Judy suggested that it should be included in the inventory when it is completed, before it is disposed of. John indicated that he was at present too busy at work to take the lead organizing an inventory but would try to be available if someone else took the lead.

220906MN-Act03

Judy Black to contact Dave Lane and Gregg Dill to organize the inventory of SCO equipment.

Judy indicated that for the BBQ on September 23, we only needed to purchase burgers and hot dogs because of food that was left over from Nova East. John volunteered to cook for the BBQ again. It was agreed that 5:30pm was the best start time.

220906MN-Act04

Judy Black to invite John Woods and Harden Wile and their families to the September 23, 2022 BBQ and observing event.

220906MN-Act05

Judy Black to remind members of the BBQ and observing night at the Members meeting on September 10, 2022 and through the Centre Announce list.

Peter asked if anything had changed regarding access to SCO and a lock box to facilitate access and John said nothing had changed.

3. Upcoming Meeting Dates & Guest Speakers

Upcoming meeting dates are summarized in Agenda Note #1. Judy reviewed speakers for the September Members meeting next weekend and the fall. She proposed a Youth Day topic for the January meeting to include Keegan Oickle, Hasan Ali and Silas Eastwood. Other suggestions for speakers include new Centre members Jeremy Kuzub who photographs Aurorae Borealis and Tarek El Wazi a new member who would like to present on astrophotography in Lebanon. Judy indicated that she hadn't approached Paul Heath for a poem for the coming Members meeting. Judy thanked Jaime for providing a new contact name for room bookings at SMU. She also indicated that she would ask for an update from the Task Team assigned with developing a hybrid meeting format for Members meetings.

4. Report from National Council (NC) Representative

Judy indicated that her report as National Council rep is included as Agenda Note #3. She also indicated that she had, as NC Chair, compiled a 12-page document that was sent to Phil Groff, Executive Director and Charles Ennis, President, which had been circulated to our Board on August 17, 2022. She explained the document and pointed out that the first four pages and appendix D were the most important parts but that it included all comments, opinions and suggestions received. As a consequence, she and Stephen Nourse, President of RASC Ottawa Centre, had been invited to attend a National Board meeting on October 15-16, 2022 to address the open letter. She indicated that the fee increase had only been the tipping point but that the relationship between the National Council and the National Board were at the heart of the issue. Mary Lou indicated that the issue dates back to changes in RASC structure implemented as an outcome of the 2009 Canada Not-for-profit Corporations Act. Judy indicated that the next NC meeting was next Sunday, September 11, 2022.

5. RASC Halifax Centre Website and YouTube Channel

Judy indicated that the only changes to the Website had been updates as needed.

6. Financial Update

This item was deferred as Gregg wasn't in attendance.

7. Recruitment

Judy indicated that this item was on the agenda because we need to discuss appointments and recruitment to the Board, that all of us need to consider whether we are going to re-offer in the upcoming year. Peter as chair of the Nominating Committee asked if members would let him know before our next Board meeting if they would re-offer, if they were able to make that decision at this time. The points were made that we needed to be very active as soon as possible in letting the membership know that any and all positions are available through all our media: email, the members meetings and the website; that there can be elections; and that we need to get new people involved in the Board and the Committees. Several ways of getting the membership more active and engaged were discussed, through more in-reach activities for the membership rather than outreach activities for the public. It was suggested that a presentation by the National Inclusivity and Diversity Committee at a Members meeting would be helpful; it was also suggested that a presentation to the Board might be useful. It was agreed to leave the invitation to the I&D Committee to the incoming Board in the new year. Various other recruitment opportunities were brought up, particularly through the local universities. It was expected that resuming in-person members

meetings would also help. Incorporating more informal sessions into the Members meetings and creating opportunities for members to speak out were also discussed. It was also suggested that we need to limit the amount of time that guest speakers have at Members meetings and that other parts of the meetings could be reduced in time to allow time for opportunities for members to be more engaged. Mechanisms to explore what the membership were interested in hearing about, possibly a survey, and possible topics such as equipment reviews, book reviews, “oh wow” moments, and solar observing were all suggested. It was suggested that a return to regular observing sessions either at SCO or outreach opportunities would help.

220906MN-Act06

Judy Black to make the call for nominations at the upcoming Members meeting on September 10, 2022.

220906MN-Act07

Judy Black to introduce the idea of a new session called “Let’s Talk About It” and ask members to send suggestions to Board members of what they would like to see as discussion topics at the upcoming Members meeting on September 10, 2022.

8. Education and Public Outreach

David reported that he was going to an outreach event at Burntcoat Head Park on September 22, 2022, as an add-on to their Walk on the Ocean Floor event which is a paid event and in return they will make a donation to the Centre. He is also going to River John to present to the local astronomy club at the library and he thought that they might welcome the blue Newtonian telescope if we offered it to them. It was suggested that we should have a curated list of astronomy resources (such as apps, websites, and podcasts) as a handout at outreach events. He indicated that he and Peter had been discussing with the Discovery Centre doing another event there during the day on October 1, 2022, to be followed by a Halifax Centre viewing session on the waterfront in the evening to coincide with International Observe the Moon night. The use of Electronically Assisted Astronomy (EAA) techniques was discussed, and it was agreed that there were advantages, beyond the health safety particularly associated with COVID, based on the experiences of Kejimikujik Dark-Sky Weekend and Nova East this year.

220906MN-Act08

Judy Black to announce at the upcoming Members meeting on September 10, 2022 about the October 1, 2022 outreach opportunities at the Discovery Centre during the day and to observe the Moon using EAA techniques and invite volunteers.

GOVERNANCE

9. EPO & Observing Chairs

David introduced the idea of combining the EPO and Observing Chairs into a single position. He referred members to the Position Description he and Judy had drafted and included as Agenda Note #4. Judy pointed out that there were only 3 lines in the two position descriptions that had been different. The idea was discussed and it was concluded that it was best to leave the positions separate, as they currently are. David also presented the idea of creating a pool or inventory of individuals in local areas that would be willing to help out when there were outreach requests from outside the HRM area. Peter volunteered to review the membership list with David to help identify individuals that might be approached to ask if they might be interested. Judy suggested that Melody Hamilton would be interested in providing some input into the topic, following a discussion at Nova East and given that she is a member of the National Observing Committee.

UPDATES/REPORTS

10. Report: 2022 Dark-Sky Weekend

Deferred.

11. Report: 2022 Nova East

Deferred.

12. 2023 RASC Calendar Order

Board of Directors Meeting: September 6, 2022

Judy explained that National office had asked how many copies of the 2023 RASC Calendar the Centre would like to pre-order and she had proposed on September 1 to National a procedure and timeline similar to last year, assuming that the same printer was going to be used last year. She had not heard back from National office. This proposal was discussed, and the problems we encountered last year that resulted in us holding unsold copies of the calendar were raised. We concluded that we would not proceed with a pre-order and let members know that they would have to order calendars themselves this year and that the decision would be reviewed by the new Board for the 2024 calendar.

220906MN-Act08

Judy Black to announce at the upcoming Members meeting on September 10, 2022 that the Centre would not be pre-ordering 2023 RASC Calendars and that members would have to buy calendars directly from National office themselves this year.

Adjournment

There being no further business, Judy adjourned the meeting at 9:37pm. She reminded us that the next meeting is scheduled for September 27, 2022.

Respectfully Submitted,
Peter Hurley, Secretary

ACTION LIST (as of September 6, 2022):

From November 2, 2021		
211102MN-Act01	John Liddard , in consultation with Dave Lane and Gregg Dill, to establish the value of Halifax Centre capital equipment.	Open
From May 3, 2022		
220503MN-Act03	Judy Black to raise the concerns to the GA Working Group regarding the GA and AGM potentially being held separately and to determine if members have received any feedback from their members.	Open
From September 6, 2022		
220906MN-Act01	Peter Hurley and Tim Doucette to discuss light pollution abatement, where it best fits within the DSP Committee or as a separate entity, and report how best to go forward at the October Board meeting.	Open
220906MN-Act02	Matt Dyer to contact an electrician to determine where to acquire 20amp GFI breakers.	Open
220906MN-Act03	Judy Black to contact Dave Lane and Gregg Dill to organize the inventory of SCO equipment.	Open
220906MN-Act04	Judy Black to invite John Woods and Harden Wile and their families to the September 23, 2022 BBQ and observing event.	Open
220906MN-Act05	Judy Black to remind members of the BBQ and observing night at the Members meeting on September 10, 2022 and through the Centre Announce list.	Open
220906MN-Act06	Judy Black to make the call for nominations at the upcoming Members meeting on September 10, 2022.	Open

220906MN-Act07	Judy Black to introduce the idea of a new session called “Let’s Talk About It” and ask members to send suggestions to Board members of what they would like to see as discussion topics at the upcoming Members meeting on September 10, 2022.	Open
220906MN-Act08	Judy Black to announce at the upcoming Members meeting on September 10, 2022 that the Centre would not be pre-ordering 2023 RASC Calendars and that members would have to buy calendars directly from National office themselves this year.	Open

MOTION LIST (September 6, 2022):

220906MN-Mot01	It was moved by David Hoskin and seconded by Jaime Whynot to approve the May 31, 2022, Board of Directors meeting agenda, as amended. CARRIED.
220906MN-Mot02	It was moved by David Hoskin and seconded by Pat Kelly to approve the May 31, 2022, Board of Directors meeting minutes, as amended. CARRIED.
220906MN-Mot03	It was moved by Peter Hurley and seconded by Matt Dyer that John Liddard purchase two 20amp GFI breakers for the roll-off electrical circuits. CARRIED.

AGENDA NOTES

Agenda Item, Proposed By, & Date Proposed	Description Received (& Proposed Motion, if Applicable)
Agenda Note #1 re: 2022 Member Meeting Dates & Speakers	<p>A) 2022 Approved Member Meeting Dates and Events Members’ Meeting dates were approved at the November 30, 2021, Board of Directors meetings. They have been posted on the RASC(HC) website.</p> <p>B) Confirmed Speakers</p> <ul style="list-style-type: none"> • September 10, 2022 (Labour Day = Sept 5) Dr. Donald Bedard & Jim Johnston Dave Chapman (What’s in a Name? How celestial objects are named) • October 1, 2022 (Thanksgiving = Oct 10) Marcin Sawicki, SMU (NIRISS – Near InfraRed Imager & Slitless Spectograph) Chris Young (Sky Lore) • November 5, 2022 Randy Attwood (2024 Total Eclipse) Dave Chapman (What’s in a Name? How celestial objects are named) • December 3, 2022 (+ AGM) Tiffany Field (SMU & the BGO) • January 7, 2023 Youth Day – Keegan Oickle, Silas Eastwood, (?)Hasan Ali <p>C) Suggested Speakers Special Presentations:</p> <ul style="list-style-type: none"> ○ Dr. Leslie Rogers & Sara Seager ○ Kaja Rotermund (formation of a high-redshift galaxy cluster) ○ https://rasc.ca/find-speaker

	<ul style="list-style-type: none"> ○ Dr. Samantha Lawler: 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. ○ SCANS Gary Welch – Life in Space ○ For the AGM: <ul style="list-style-type: none"> ○ Chair, Observing Committee (Blake Nancarrow): “Observing. Looking up.... now and in the future” RASC programs now and in the future. ○ (from Dave Chapman/Peter Jedicke) Prof. Philip McCausland (also a Handbook contributor) on the topic of the Golden Meteorite. He runs the Canadian Fireball Reporting Centre.
<p>Agenda Note #2 re: Approval of 2022 Board of Directors Meeting Dates</p>	<p>Approved Board Meeting Dates, 2022 Member Meeting dates for 2022 were approved by the Board. However, Board meeting dates need to be reaffirmed by the newly elected Board. The following dates are all on Tuesday evenings unless otherwise noted.</p> <ul style="list-style-type: none"> • Sept 27 • Nov 1 • Nov 29
<p>Agenda Notes #3: Report from National Council</p>	<p>From Judy Black, National Council (NC) Representative for Halifax Centre, and NC Chair</p> <p>The last meeting held was June 12, 2022 via Zoom. Although a meeting is usually held in conjunction with the GA but with the GA only 2 weeks away members voted to not hold a meeting at that time.</p> <p>The documents regarding best practices for inclusion in the RASC Centres Manual and for handouts to volunteers was discussed. They were to be discussed by the Board and approved. A task team addressing how to plan and conduct future GAs was presented and discussed. It was sent to the Board for their input. The Centres manual is being brought to the NC and subsequently to the Board for approval and then posting on the website. The Centres Manual was intended for use by those Centres currently without one; it does contain documentation that our Centre could utilize.</p> <p>The 2024 Eclipse Task Team should have a more formal plan for the eclipse. We can look forward to more info later this month, perhaps following the NC meeting.</p> <p>It was confirmed at this meeting that there is no Co-chair from the Board of Directors as once thought. As Chair, I requested clarification and that <i>RASC Policy C12: National Council Terms of Reference</i> be revised to reflect Chair, Vice-Chair and Recording Secretary be elected from within the NC membership. The latter two positions will be elected at the upcoming meeting. Alister Ling, the current Recording Secretary, will be stepping down as his term of office ends this month.</p> <p><u>Subsequent to the NC Meeting:</u></p> <p>As you can understand, the fee increase announced at the GA created a huge kerfuffle across the country. Emails sent through the President and NC Forums expressed frustration and anger at the announcement of the decision made without consultation with the NC.</p> <p>Subsequently, as Chair, I led a project to compile comments and questions from which questions to the Board could be developed for an FAQ document that Centres could utilize to explain the increase. The document was sent to Centres for comment, another compilation done, and then the 12-page document and cover email was sent to Charles Ennis, President, and to Dr. Phil Groff, ED. These were also sent to our Board members on August 17, 2022 at 9:39 AM. Note the document was signed by me and Stephen Nourse, President of the RASC Ottawa Centre. His Centre had written the letter that so eloquently expressed what I felt every Centre wanted to say.</p> <p><u>Follow-up:</u></p> <ol style="list-style-type: none"> 1. Charles Ennis and Michael Watson will be attending the upcoming NC meeting to briefly discuss the document and other items before the Board for which they want input. 2. Stephen Nourse and I have been invited to attend a Board meeting on October 15-16 to address the report. 3. Charles Ennis, the ED, the Treasurer and the 1st VP all agreed that Centre Treasurers should be invited to the Finance Committee meeting regarding budget planning. It is preferred to get input from people who know finance. He would be surprised if they all attended but would be pleased if a quarter of them did. It would give them more useful input and it might even encourage some to join the Finance Committee and participate on an ongoing basis. <p>Regards,</p>

	Judy Black, NC Representative
Agenda Notes #4: NEW Position Description	<p>For Discussion & Approval - Combining EPO and Observing Chair</p> <p>After David Hoskin stepped into the dual role, he suggested combining the EPO and Observing positions into one. Later this year, an EPO Committee could be struck to include other members of the Centre across the province to respond to EPO requests and to be proactive with other activities when possible (for example, InOMN, Astronomy Day, etc.).</p> <p>Please review the OPEO position description below. David Hoskin will address questions you may have.</p> <p>-----</p> <p>PD13: Position Description (appointed) – Observing, Education & Public Outreach (OEPO) Chair (Devised: August 24, 2022)</p> <p>Name: Observing, Education & Public Outreach (OEPO) Chair, Halifax Centre</p> <p>Accountability: RASC, Halifax Centre</p> <p>Qualifications: Candidates wishing to be appointed as OEPO Chair must meet the following criteria:</p> <ol style="list-style-type: none"> 1) May or may not be an elected Director on the RASC, Halifax Centre Board of Directors 2) Is a RASC, Halifax Centre member in good standing, 3) Has been a RASC, Halifax Centre member for at least one year, and 4) Be an experienced observer and have familiarity of SCO operations and equipment and responsibilities to the members. <p>Term Limits:</p> <ol style="list-style-type: none"> 1) A Halifax Centre member may be appointed as OPEO Chair for one (1) one-year term, commencing January 1 and expiring December 31. 2) They may be appointed for a total of five (5) consecutive years but may be reappointed for additional consecutive terms. <p>Responsibilities:</p> <ol style="list-style-type: none"> 1) Abide by the <i>RASC Directors and Officers Code of Conduct</i> when representing the RASC at events held on the RASC's behalf. (RASC Policy Manual 2015 - Appendix A: Directors & Officers Code of Conduct.) 2) Be willing to work with the Board and Halifax Centre members to meet RASC objectives and to further its mission and mandate. (RASC Policy Manual 2015 - Policy G1: Objects, Vision and Mission.) 3) Be familiar with the Halifax Centre and RASC by-laws and other rules of the organization. (Robert's Rules of Order) 4) May attend RASC Halifax Centre Board of Directors Meetings 5) Participate in the establishment and carry into effect a program for use of the Centre's telescopes, observing equipment and observatory by Centre members. (based on: RASC Halifax Centre By-law #1 (1995): Article 8.14(2)) 6) Conduct outreach events as requested by the Board of Directors. 7) Follow up on all public outreach requests. 8) Coordinate local outreach requests by determining availability of members to assist with the requests. 9) Coordinate national outreach requests following discussion with the Halifax Centre Board of Directors. 10) Determine dates for Members' Nights for inclusion in Nova Notes. 11) Provide update on the sky and special astronomical events at each Members' Meeting. 12) Contribute an article for Nova Notes regarding observing and outreach, when requested or when volunteering to do so. 13) Promote and provide guidance for members' completion of National Observing certificates. 14) Perform other duties as may be requested by the Board. <p>Reporting Mechanism:</p> <ol style="list-style-type: none"> 1) Attendance at RASC, Halifax Centre Board meetings as set by the President of the RASC, Halifax Centre Board: <ol style="list-style-type: none"> a) If an elected Director: Mandatory attendance at Board of Director meetings

	<p>b) If not an elected Director: Attend Board of Directors meetings when invited to address the Board, when a request to address the Board has been approved, or as a guest.</p> <ol style="list-style-type: none">2) Provide a year-end written report for the purposes of the Annual General Meeting (AGM) and for inclusion in the first edition of Nova Notes of the new year.3) Maintains contact and works with the President of the RASC, Halifax Centre.
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Approved September 27, 2022