



**Council of Halifax Centre - Minutes of Meeting
20 January 2017
SMU, The Atrium, Room AT306 (6:30 AM - 7:30 PM)**

Present: Dr. Roy Bishop, Paul Gray, Jim Millar, Judy Black, Andrew Frank, Melody Hamilton, Tony Schellinck, John Read, Paul Heath, Pat Kelly.

Regrets: Art Cole, Sean Dzafovic, Tony McGrath.

Guest: Chris Young

1. Welcome & Introductions

Paul Gray welcomed members and guests. He asked if members had other items to add to the agenda. None were suggested.

170120MN – Mot01

It was moved by Tony Schellinck and seconded by Jim Millar that the agenda be approved as circulated.
CARRIED.

Minutes of the December 9, 2016 Council Meeting had been pre-circulated for review. Tony Schellinck noted that his presentation was to be about teaching people to use binoculars versus observation with binoculars as cited in the minutes.

1701209MN – Mot02

It was moved by Jim Millar and seconded by Tony Schellinck that the minutes of December 9, 2016 be approved with the amendment.
CARRIED.

The Action Lists were reviewed.

a) April 2016:

Action 2 remains open.

b) May 2016:

Action 3 remains open.

c) September 2016

Action 3 remains open.

d) October 2016

Action 4 remains open. The list of meeting dates had been circulated to members on December 14, 2016; however, neither the Secretary nor the Nova Notes Editor have been notified of the observation nights as determined by the SCO Manager.

Action 16 remains open.

e) November 2016

Action 2: Closed

f) December 2016

Action 1: Closed. Other volunteer reports are now visible. Tony Schellinck noted that he will need the list of who paid for Nova Notes to ensure members receive their copies; Jim Millar agreed to assist.

170120MN-Act01

Tony Schellinck and Jim Millar will work together to ensure the mail list is produced prior to the next edition of

Nova Notes.

Action 2: Closed. Halifax Centre will have web space for its page through the national server; however, our Centre will require a webmaster. Andrew Frank volunteered to assist in the development.

170120MN-Act02

Paul Gray will contact National Office to verify the program being used for the website development, and will discuss further with Andrew Frank once known.

Action 3, 4, 5, 6, 7, 8: Closed.

ONGOING ITEMS

2. Upcoming Meeting Dates & Guest Speakers

a) **Meeting Date Confirmation:** Members had confirmed the 2017 meeting dates at the November Council meeting (Jan 20, Feb 17, March 17, April 21, May 12, June 16, Sept 15, Oct 20, Nov 17 with AGM on Dec 8), and were disseminated to members in December 2016.

b) **Guest Speakers / Ideas for Future Presentations**

January: Dave Chapman had arranged for Kirsten Bonson to present later this evening at the Members' Meeting.

February/March: Tentatively scheduled was Dr. John Spray for the February meeting. In March, it had been suggested the focus be outreach/education with the following speakers possibly presenting:

- i- Paul Heath re preparing sessions for youth
- ii-Tony Schellinck re the Seniors College Association of Nova Scotia (SCANS)
- iii- the student teacher from Moncton re outreach to youth
- iv- Planetarium How-To's

Should Dr. Spray not be available in February, it was suggested the March presentations be his replacement.

170120MN-Act03

Paul Gray will confirm a presentation by Dr. Spray for the February 2017 or March 2017 Members' Meeting.

April: No speaker has been suggested to date.

May: revisit information regarding the upcoming August 21 solar eclipse.

June: SCO BBQ – no speaker required unless inclement weather brings the gathering back to SMU

September/October: Presentations by members who attended the Solar eclipse in Nebraska and elsewhere plus summer recap (Nova East, DSW)

November/December: No speakers have been suggested to date.

3. Outreach

Paul Heath noted there were 3 requests in the past week. He will be seeking speakers for the two this month and the one later in March.

ITEMS FROM PREVIOUS MEETING

4. Nomination(s) for President

No member currently serves as RASC Halifax Centre President. Judy Black presented a re-draft of the Position Description for President; the original position description had been approved by Council in April 2016. The additions were made following discussions by Judy and Chris Young. A brief description of the changes was provided followed by discussion. Concern was expressed that the qualifications stated might prevent some, otherwise qualified, members from seeking the post - which was not the intent of the additions. Judy requested input from the members on suggestions for qualifications which also outline responsibilities. It was also expressed that it is important that the Candidate also be aware that their role was largely working in collaboration with the other members of Council. The position description was to be used as a guide during the recruitment process, by those who were inquiring about what the role entailed and by the Nominating Committee. It was important the Candidate knew they always had the full support of the Council. If they were not comfortable with leading the Members' Meeting, there were alternatives such as other members rotating the role.

170120MN-Act04

Council members are to review the Position Description of President, forward their comments to Judy Black for

collation prior to the meeting by February 10, and come prepared to discuss for approval at the February Council meeting.

5. Update re Sale of Dobsonian

Paul Gray reported that 2 inquiries had been made; one of the two may still be possible. The sale price remains at \$1200.00 or best offer.

6. Update re Purchase of Parallelogram Mount for the Thurlow Binoculars

Chris Young reported that it had been ordered.

7. Update re Missing Centre Data & Reports

Judy Black reported that the reports obtained in March 2016 are now available to her on the RASC Centre's page. Access to the Halifax Centre reports is also available to her and Jim Millar.

8. Update re Bylaw #1 (2016)

Judy Black noted that a letter had been received from the Registry of Joint Stock Companies (RJSC) in which 6 items required amendment.

1. The word "The" had to be removed from our name, i.e., the name is "Royal Astronomical Society of Canada, Halifax Centre".
 - a. The word "The" needs to be changed to "the" in 1.1.6, and in 1.1.17, and removed from the title.
2. The definition of "Articles" had to be removed because the definition does not apply to societies as they do not have articles and would be meant for a company or corporation.
 - a. "1.1.2 Articles" needs to be removed
3. The word "Constitution" is not defined in the Societies Act, therefore we would recommend you refer to the Memorandum of Association and/or bylaws throughout the document.
 - a. "1.1.7 Constitution" should be removed
 - b. The word should be changed to "Memorandum of Association" in 9.1.2.2
 - c. The word should be changed to "the Bylaw" in 13.1
4. "Special Resolution of the Board of Directors" must be removed as special resolutions are meant for the Members not the Board.
 - a. "1.1.19 Special Resolution of the Board" needs to be removed
 - b. "Special Resolution" as it applies to the Board should be changed to "Ordinary Resolution" in 5.1.5, 7.13.1, and 9.1.2.2
5. The method of notifying members had to be specified. "By a means of communication in common use" had to be clarified. Specific means had to be delineated.
 - a. Change the phrase in 9.2.2 to read "by a means of communication such as mail, email, website or other social media"
6. Letters of Patent is not acceptable and does not apply to societies.
 - a. Delete the phrase "supplementary Letters Patent may be enacted" in 13.1.1

170120MN-Mot03

It was moved by Judy Black and seconded by Paul Heath that Bylaw #1 (2016) be approved with the recommended changes being made as discussed.

CARRIED unanimously.

170120MN-Act05

Judy Black is to make the approved amendments to the Bylaw #1 and forward to RJSC for review prior to members being notified of changes.

Judy Black also noted that because the address for our Society's agent was incorrect, it required amendment to reflect the Halifax Centre PO Box address.

170120MN-Act06

Judy Black is to submit the RJSC *Appointment of Recognized Agent* form to RJSC.

9. Update re 2017 Keji Dark-Sky Weekend (DSW)

Kejimikujik National Park & Historic Site had requested two dates in 2017 for the DSW. Consequently, volunteers have been recruited for the two dates of August 11-13 and September 22-24, and campsites have been assigned. Council was reminded that booking campsites at Keji begins 8 AM on January 23.

10. Nova East

Paul Gray noted that a Committee had yet to be formed. A Chairperson was required. Dave Chapman on a couple of occasions had volunteered to recruit speakers for the event. Melody Hamilton agreed to lead the Registration process again. John Read volunteered to design the NE t-shirt. Members were reminded of the discussion at the AGM in which it was recommended that Council consider ways for NE to be revenue neutral, i.e., provide more prizes, reduce registration fees and reduce camp fees.

Members questioned what supports RASC would provide given their request that Centres make their Star Parties on this date. RASC would provide handouts and other information for Centres to use in their advertisements and at the parties. It was unknown whether RASC would have a special logo for the Canada 150 star parties.

NEW BUSINESS

11. Recommendations from Auditor's Report

The first recommendation regarding the requirement for two signatures on cheques being included in Bylaw #1 was discussed at length. Council decided that the wording "may be signed by any two of its officers" would stand. In the history of RASC Halifax Centre, there had never been two signatories and that the word "may" allowed for one signature. Briefly discussed was the possibility of a policy stipulating cheques of \$1000.00 or over would require two signatures. The second recommendation regarding consideration of becoming a charity was refused.

Jim Millar also noted that Budget discussions were required at the February Council meeting. In the past, budgets have been prepared for outreach, Secretarial and Treasurer administration requirements, Keji DSW speaker travel requirements, SCO, Nova Notes, HalCon, the Library and other special events identified by Council.

170120MN-Act07

Council members responsible for or making recommendations for Halifax Centre functions and events are to provide a 2017 Budget to Jim Millar by Friday, February 10, 2017.

12. Communications Strategy 2017 / Access to Secure RASC Website

Due to lack of time, this item was deferred to February 17, 2017 Council meeting.

13. Adjournment

161209MN – Mot04

It was moved by Pat Kelly to adjourn the meeting.

Meeting adjourned at 7:28 PM.

Respectfully Submitted,

Judy Black
Secretary