

# CANADIAN ASTRONOMICAL SOCIETY/ SOCIÉTÉ CANADIENNE D'ASTRONOMIE

## Minutes for the Thirty-eighth Annual General Meeting Currie Hall, Royal Military College, Kingston Thursday June 7, 2007 starting at 16:30

Peter Martin, the President of CASCA, called the meeting to order with about 150 members present.

**1) Agenda: Motion: (Hesser/Davis)** that the following agenda be adopted. **Carried.**

1. Adoption of the agenda / Adoption de l'ordre du jour (President)
2. Selection of scrutineers / Sélection des surveillants d'élection
3. Adoption of the minutes of the 2006 AGM / Adoption du compte rendu de la réunion de l'an 2006
4. Nominations to the Nominating committee / Nominations du comité de nomination
5. Business arising from the minutes / Affaires découlant du compte rendu
6. President's report / Rapport du Président
  - a) status of new awards
  - b) status of Coalition activities and/or of their interagency WG's report
7. Secretary's report / Rapport du secrétaire
  - a) Membership report
  - b) By-laws Revisions
  - c) Results of elections to the Board of Directors
8. Treasurer's report / Rapport du trésorier
  - a) Financial statements
9. Election of Auditor / Élection du vérificateur
10. Information Items/Autres informations
  - a) Evaluation and/or continuation of Town Hall meeting as feature for future CASCA meetings?
  - b) International Year of Astronomy Report
11. Committee reports / Rapports des comités
12. Future CASCA meetings / Prochaines réunions de la CASCA
  - a) 2008 Victoria
  - b) 2009 Toronto
  - c) 2010 ?
13. Other business / Divers
14. Adjournment / Levée de l'assemblée

**2) W. Harris and D. Johnstone** were approved by consensus as scrutineers to count the mailed ballots in the election for a director to replace Rene Plume and to count the mailed ballots on the proposed changes to the By-laws of the Society.

**3) Motion: (Rice/B. Matthews)** That the membership approves the minutes of the 2006 AGM held in Calgary as distributed electronically. **Carried.**

#### 4) Nominating Committee Nominations.

- i) J. Hesser nominated Rene Plume, seconded by L. Drissen.
- ii) G. Harris nominated B. Matthews, seconded by G. Wade

**Motion: (Wade/C. Wilson) that nominations cease. Carried.**

The Nominating Committee for the upcoming year will be Jim Hesser (as Past President), Rene Plume and Brenda Matthews.

**5) Business arising** from the Minutes of the last meeting has either been covered in E-Cass or is listed as a separate item under the current agenda.

#### 6) The President's Report.

Peter Martin reported on major highlights of the past year's activities.

- i) The three new awards that the Board created for Instrumentation, Mid-career achievement and Service to Astronomy have not yet been funded. The Board is working on finding a mechanism to provide reliable long term funding for the awards.
- ii) The Society has had, from the beginning, the option of recognising service to CASCA through making individuals 'Patrons' of the Society. This has never been done. The Board felt that we should recognise the efforts of Michael Jolliffe and Pekka Sinervo who have lobbied so diligently on our behalf for many years now. Both of these men are now to be declared Patrons of CASCA. (The assembled host gave very vigorous applause showing their support for this decision.)
- iii) The Coalition for Canadian Astronomy continued its activities through the past year. In particular, the report of the Working Group on the issue of untangling the complicated web of Canadian funding agencies that are involved in financing large projects is posted on the CASCA web site. The membership was urged to read this. There is now a Coalition web page for members to keep up with Coalition activities. The Coalition has a big task on its hands lobbying for the new money that is required for the facilities proposed in the current LRP and MTR. The coming year will be critical to see what the Coalition can deliver. Astronomers must remember that we have no birthright or entitlement for funding so we must work hard to advance our case.
- iv) The planning for preparing the next LRP is now beginning. At the moment, it appears CASCA will strive for unveiling the next LRP at the AGM of 2011 but it could be earlier. Many new facilities are being planned and it is clear that one major thrust of the next plan must be to address the human resources necessary to exploit the planned facilities.
- v) Currently one of the most important issues before the Board is to support the Education and Public Outreach Committee. They are working on plans for the upcoming International Year of Astronomy in 2009 and have formed a separate specific IYA2009 Committee. We would like to especially recognise the work of Jayanne English, John Percy and Jim Hesser (as the Single Point of Contact to the IAU for IYA2009). The Board is working with the Committee on IYA2009 to find the funding needed to put in place the projects they have planned for this event.
- vi) The Board is examining the CASCA committee structure during the summer to see if it can be reorganised to meet better the needs of our Society in the era of LRPs
- vii) The President extended his thanks to Rene Plume as he ends his term as a Board Director. Thanks also for taking on one of the positions on the nominating committee. The President also thanked John Rice and David Hanes as they end their terms as Secretary and Treasurer. They will continue in an advisory role for the next year to facilitate the transition to the new Secretary and Treasurer. (Applause from the

assembled host). The President now recognised Gregg Wade and Nadine Manset as the incoming Treasurer and Secretary and expressed the appreciation of the Society for their willingness to serve.

*Comments from the floor on the President's Report.*

René Racine commented on the issue of the problem obtaining funding for E&O and for the planned IYA2009 activities. He remarked that these activities are very important to coalition success and provide essential support to the coalition as it works toward getting Ottawa to fund the LRP.

G. Harris noted that the coalition web pages were to appear on the CASCA web site by the end of summer. There would be a need for CASCA members to help when asked.

**Motion: (Racine/Wehlau)** That the report of the President be accepted. **Carried.**

**7) Report of the Secretary.**

- i) The Secretary submitted a written report (attached as Appendix A) showing the changes in membership numbers since the last AGM in Calgary and giving the names of those accepted by the Board into membership since the Calgary meeting.
- ii) The proposed By-laws changes that had been circulated via the web page were then discussed. The rationale for the proposed changes had been outlined in a document accompanying the proposed changes on the CASCA web site. The only significant discussion from the floor involved an inquiry about why undergraduate student membership had not been introduced as a class of membership. Since it appeared the real concern had to do with allowing undergraduates the opportunity to present a paper at the annual meeting, it was pointed out that the meeting guidelines allowed undergraduates to present papers if they were sponsored by an Ordinary Member of CASCA. After the discussion a hand vote was taken and the vote of those present was added to the total of the votes cast by those who could not attend the meeting and who had submitted a mailed ballot. There were no negative votes so the By-laws changes passed with the necessary 2/3 majority of those voting.
- iii) The result of the mail ballot for a director to replace the retiring Director Rene Plume was given to the Secretary by the scrutineers and he announced that Rob Thaker was the new Director. The Secretary also reported that in the elections Nadine Manset had been acclaimed as the new Secretary for a three year term replacing John Rice and that Gregg Wade had been acclaimed as the treasurer for three years replacing David Hanes.

**Motion: (Hesser/Joncas)** That the ballots be destroyed. **Carried.**

- iv) The Secretary asked that a moment of silence be observed in respect for the passing during the previous year of Dr. Donald MacRae.

After the moment of silence, the following motion was presented:

**Motion: (Rice/Crabtree)** That the report of the Secretary be accepted. **Carried.**

**8) Report of the Treasurer.**

- i) The Treasurer submitted a written report giving the details of the financial transactions of the Society. These are attached in Appendix B. There were two observations made about the report. One was that the income from the GICs in the Westar fund was very low, given the low interest rates prevalent currently. The reply to this was that the Treasurer has looked at merging the Westar fund with Queen's University investments to get better returns but that Queen's was not prepared to allow this. The Board and Treasurer will be exploring other options during the upcoming year. The second observation was that the Auditor's report is almost 10% of the budget.

The reply was that it was hoped that this would decrease somewhat in the coming year since there were some first time items increasing the workload for the current year's Auditor's Report.

**Motion (Hanes/Joncas)** That the financial report of CASCA's transactions for the previous year be accepted. **Carried.**

- ii) The Treasurer made comments on the Westar fund. These funds are to be devoted to outreach activities. The CASCA Education and Outreach web site is maintained from the Westar trust. To that end the following motion is made:  
**Motion (Hanes/Percy):** That the CASCA membership approves the recommendation of the Board that Heather Theijsmeyer be granted a stipend at a rate of \$900 per month on a 20% of full time basis for the coming year. She will, among other tasks, manage the Education and Outreach web site. **Carried.**
  
- iii) Signing the Auditor's report  
**Motion (Hanes/Scarfe):** That the membership empowers the President and Treasurer to sign the Auditor's report. **Carried.**

**Motion (Hanes/Kavelaars):** That the membership accept the Treasurer's report. **Carried.**

**9) Motion (Hanes/Doyon)** That the membership approve The Wilkinson firm as auditors for the upcoming year. **Carried.**

#### **10) Information Items**

- i) Comments from the floor on the value of the Town Hall meeting.
  - a) Racine commented the Town Hall meeting was a good idea but that perhaps some specific questions could have been posed in advance for the discussion.
  - b) Kavelaars agreed that there could have been better focus. That discussion seemed to be just getting underway when time ran out.
  - c) Crabtree said material on the web in advance would have been helpful. Perhaps a preliminary web discussion.
  - d) W. Harris suggested single page handouts at the beginning (or at registration).
  - e) Wade said that maybe lunch-time was not the best time but is there time outside of lunch time in our current standard meeting schedule?
  - f) Crabtree followed up with the idea that perhaps the time had come to go with four day meetings.
  - g) Johnstone said the best part of the town hall meeting was promoting the interaction with the agency representatives and giving them feedback. We had the right people in the room so it is very important to just get the discussion going.
  - h) Landstreet suggested separating the reporting part of the town hall from the feedback portion by a coffee break while people thought over their ideas.

#### ii) International Year of Astronomy 2009

Hesser will be giving a report on the activities tomorrow during the regular sessions. He emphasized that IYA2009 needs to be a cooperative activity with all interested groups (amateurs, museums of science, planetaria, native groups etc.). The committee working on the IYA 2009 programs is looking for ideas and volunteers. One special need is ideas for grant applications. The goal for IYA2009 in Canada is that every Canadian have an astronomy experience during the year.

### **11) Committee Reports.**

The reports from the Committees are abbreviated because the Board did not have enough time at its meeting to get through all the Committee reports. Hesser reported on some general committee issues in place of Hickson who was absent at another meeting. Hesser emphasized that the membership must realize the committees are the backbone of CASCA and the Board is asking you to consider if you are willing to volunteer for a committee. If you are willing to do so, please contact Paul Hickson. Another issue, as commented upon in the President's report, is that the Board is looking at committee restructuring through the summer. Some of our committees have been asking for more direction from the Board (i.e. a clearer mandate) and the Board would like to establish this mandate in the context of CASCA's role in developing Long Range Plans for Canadian astronomy at roughly decadal intervals.

### **12) Future CASCA Annual Meetings**

- i) 2008 Victoria. David Bohlender gave a colourful presentation on plans for the Victoria meeting. He noted that the hosts were both HIA and UVic. The focus was to be on instrumentation. The occasion is the 90<sup>th</sup> anniversary of the 1.8m telescope at DAO. The meeting will be at the downtown convention centre.
- ii) 2009 Toronto. Peter Martin reported on preliminary plans for the Toronto meeting. This is the International Year of Astronomy. The co-hosts for this meeting are CITA and the Department of Astronomy and Astrophysics. The meeting will be held on campus. There are ample hotels in the immediate area to provide convenient accommodation.
- iii) 2010 There are no proposals for the 2010 annual meeting. The Board earnestly solicits expressions of interest from those willing to be a host for the 2010 Annual General Meeting.

### **13) Other Business**

There was no other business

### **14) Adjournment (Johnstone/Crabtree) Carried**

## **Appendix A**

### **Report of the Secretary to the AGM of CASCA, RMC Kingston, 2007**

There are a few items of note in terms of the operations of CASCA that I can highlight for the year since the last AGM in Calgary.

Ros Hanes has continued to make adjustments to the style of the CASCA Web page without diminishing functionality. Pointers to pages for the activities of the Coalition for Canadian Astronomy and to Must See Pages of value for outreach (along with our own Education and Outreach site) have been added.

It became evident to me when I started consulting the By-Laws of the Society for guidance on various secretarial activities that our practices had become out of step with the actual By-Laws. Time had simply overtaken the By-Laws through pragmatic changes

in practice that had been introduced by the Board and because of changing technology. I wrote a brief to the Board on problems I could see and the Board struck a small committee of David Hanes, Jim Hesser and myself to look at the By-Laws and recommend changes. I am very thankful that David Hanes and Jim Hesser assumed much of the burden for upgrading the By-Laws (and for making recommendations for some important changes). They even went so far as to travel to Brandon so we could meet on a weekend together to thrash out our views on what changes we should recommend. Our recommendations were supported, with some modification, by the Board and you have been voting on these proposals by mail and will continue to do so today.

To the best of my knowledge, all of the recommendations we made to the IAU for Individual Membership were approved at the IAU General Assembly in Prague.

There have been membership changes approved by the Board of Directors over the last year since the AGM in Calgary. The following is a summary of the membership statistics and the names of new members and the resignations. The By-Law changes to create Associate Membership status was approved by the government a month or two ago and we now have our first Associate Member of CASCA. A proper form for application for Associate Membership is in the process of being developed.

### **Statistics**

Honorary	2
Corporate	5
Ordinary	382
Associate	1
Student	167
PDF	<u>17</u>
Total	574

### **Membership Changes Since 2006 AGM**

<b>Name</b>	<b>Institution</b>
<b>New Ordinary Members</b>	
Latham Boyle	CITA-Toronto
Jan Lieven Jo Cami	Western Ontario
Stephane Claude	H.I.A.
Matt Dobbs	McGill
Robert Hawkes	Mount Allison
Marla Geha	HIA DAO
Dae-Sik Moon	Toronto
Els Peeters	Western Ontario
Levon Pogosian	Simon Fraser
Thomas H. Puzia	HIA, DAO
James Erskine Taylor	Waterloo



Nicole Wityk

Calgary

**Resignations**

Kris Blindert

Ashley Crouch

Martin Durrant

David Holmgren

Siow-Wang Lee

Megan McClure

Bob McLaren

Russell Robb

Russell Smith

Joeri van Leeuwen

Joseph MacMillan

S Catherine Wilson

**We note with deep regret the loss of Donald MacRae who passed away during the year.**

**Appendix B**

CANADIAN ASTRONOMICAL SOCIETY  
SOCIETE CANADIENNE D'ASTRONOMIE  
INC. 1983

**Financial Statement as of March 31, 2007**  
(giving details since the statement of March 31, 2006)

**Balance on March 31, 2006** (including GICs) **82,430.34**

Held as follows:

Bank account (Royal Bank)	18,459.25
In Queen's Financial Services account	3,975.40
GIC (general, at 2.75%, maturing Sept 2006)	15,033.41
GIC (Petrie, at 2.25%, maturing Nov 2006)	20,696.32
GIC (Beals, at 2.50%, maturing March 2007)	22,310.11
Cashable certificate (at 2.85%, maturing Feb 2007)	1,955.85

**INCOME**

Membership dues (including Cascatrust donations) 47,494.48

GIC Interest (Sept 2006; general fund; reinvested with merged principal) 413.42

GIC Interest (Nov 2006; Petrie fund; cashed early [April 2006] and

reinvested with merged principal at better rate)	204.13
GIC Interest (Mar 2007; Beals fund; reinvested with merged principal)	557.75
Interest on cashable certificate (Feb 2007, reinvested with merged principal)	55.74
Closing of ESTO account	1.66
<b>TOTAL INCOME</b>	<b>48,727.18</b>

### EXPENDITURES

To Coalition in support of lobbying efforts	7500.00
Beals Prize (2006 AGM)	1500.00
Beals Prize expenses	1600.12
Petrie Prize (2005 AGM; cheque cashed very late)	750.00
Transfer to CascaTrust (in 2006 memberships, unrestricted donations)	1330.00
Transfer to CascaTrust (in memberships, specified for student travel)	580.00
Transfer to CascaTrust from general account for student travel	4000.00
Student presentation awards at AGM (one oral, one poster)	400.00
June Board meeting expenses <sup>1</sup>	979.04
November Board meeting expenses <sup>1</sup>	1323.94
Auditor/tax return preparation (Wilkinson et al) <sup>2</sup>	4601.00
Board Tele-conference expenses	793.81
Annual Corporate re-registration (Receiver General of Canada)	30.00
CCR (Canadian Consortium of Research) membership 2006 and 2007	600.00
Domain name registrations and renewals	506.11
Office expenses (via transfers to Queen's)	
Salary and benefits	15,454.90
Printing of directory	1,988.40
Postage and stationery	2127.16
Bank charges	75.94
Safety deposit box	42.40
Merchant imprinter rental	18.24
VISA premium (3% of transactions)	799.38

<sup>1</sup> Meeting room rental, internet access, rental of A/V equipment, office services, Board lunch and dinner. No individual travel or subsistence costs are provided by CASCA.

<sup>2</sup> For auditing of general account, Westar account, and CASCATrust (Charitable) account; includes preparation and submission of general tax returns (federal) and CASCATrust returns (federal and Quebec).

Mastercard premium (3% of transactions)	264.25
POS monthly fees <sup>3</sup>	174.99
Minimum MDR fee <sup>3</sup>	34.23
Confirmation service fees <sup>4</sup>	50.00
Refunds to members for various membership overpayments	160.00
Dishonoured cheque for membership	30.00
Partial refunds for members in new PDF rate category	120.00
<b>TOTAL EXPENDITURES</b>	<b>47,833.91</b>
<b>Balance on March 31, 2007</b>	<b>83,323.61</b>
Held as follows:	
Bank account at Royal Bank	21,118.58
In Queen's Financial Services account	532.10
GIC (general; 3.45% and 3.75%; maturing Sept 07 and 08)	15,446.83
GIC (Beals, at 3.15%, maturing in March 2008)	23,314.06
GIC (Petrie, at 2.75%, maturing in Apr 2007)	20,900.45
Cashable certificate (at 3.10%, maturing in Feb 2008)	2,011.59

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<sup>3</sup> Costs related to the provision of VISA and Mastercard services for submission of membership dues

<sup>4</sup> Bank charges to allow auditor access to certain files and records

CANADIAN ASTRONOMICAL SOCIETY TRUST  
 CASCATRUST  
 EST. 1992

**Financial Statement as of March 31, 2007**  
 (giving details since the statement of March 31, 2006)

**Balance on March 31 2006** **7,828.26**

Balance held as follows:

Bank account at Royal Bank	1,762.58
CASCATrust GIC (at 2.50%, maturing Feb 2007)	6,065.68

**INCOME**

Donations submitted along with membership dues renewals (of this, \$580.00 was specified for student travel)	1,910.00
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Transferred from general account for student travel to AGM	4,000.00
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GIC interest (reinvested with principal)	151.65
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**TOTAL INCOME** **6,061.65**

**EXPENDITURES**

Plaskett honorarium (L. MacArthur)	500.00
Plaskett expenses	467.12

To Calgary AGM LOC, for student travel	4,000.00
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Cheque printing fee	18.20
Bank charges	3.00

**TOTAL EXPENDITURES** **4,988.32**

**Balance on March 31 2007** **8,901.59**

Balance held as follows:

Bank account at Royal Bank	2,562.95
CASCATrust GIC (at 3.10%, maturing Feb 2008)	6,338.64

CANADIAN ASTRONOMICAL SOCIETY  
 SOCIETE CANADIENNE D'ASTRONOMIE  
 WESTAR ENDOWMENT  
**Financial Statement as of March 31, 2007**

**Balance on March 31 2006** **408,546.59**

Balance held as follows:

Bank account at Royal Bank	39,009.30
GIC (at 3.275%, matures in Nov 2006)	149,995.00
GIC (at 2.475%, matures in Nov 2007)	149,995.00
GIC (at 4.10%, matures in Jan 2008)	69,547.29

**INCOME**

Interest from endowment	11,476.16
Bank account interest	637.02

**TOTAL INCOME** **12,113.18**

**EXPENDITURES**

Bank charges	8.00
Cheque printing fee	18.20
Expenses for J. English, speaker on CWL Okanagan tour	524.81
For CASCA Education website (stipend to part-time web support person)	5,259.80

**TOTAL EXPENDITURES** **5,810.81**

**BALANCE ON MARCH 31 2007** **414,848.96**

Balance held as follows:

Bank account at Royal Bank	45,311.67
GIC (at 4.30%, matures in Nov 2008)	149,995.00
GIC (at 2.475%, matures in Nov 2007)	149,995.00
GIC (at 4.10%, matures in Jan 2008)	69,547.29