

**Canadian Astronomical Society
Soci t  Canadienne d'Astronomie
82nd meeting of the Board of Directors
September 12, 2018 11h00 – 12h00 PDT
By videoconference**

Minutes

<i>Present:</i>	Rob Thacker	President
	Sara Ellison	Vice-President)
	Nicole St-Louis	Treasurer
	James Di Francesco	Secretary
	Ren� Doyon	Director
	Erik Rosolowsky	Director
	Samar Safi-Harb	Director
<i>Absent:</i>	Roberto Abraham	Past-President
	Kristine Spekkens	Director

1. LRP Chair update

- Progress has been made in selecting Chairs for the upcoming LRP panel.
- Pauline Barmby (Western) has said yes and is looking into getting some teaching relief.
- Bryan Gaensler (Dunlap) is also interested but teaching relief would be definitely required. Need to approach Chair of UofT department about what is required. NSERC is amenable to giving Bryan a one year extension on his Discovery grant, and Thacker provided them with justification.

2. Coalition fall visit to Parliament Hill

- Plans for fall visit to Parliament Hill by the CCA are solidifying.
- Daryl Haggard suggested women astronomers be part of the delegation which the CCA agreed was a good idea, will go with an LRP Chair?
- The goal is mainly awareness raising since there is no concrete ask yet, need to get as many people in as many MP offices as possible for now
- Lists of names of people to contact are needed.

3. MDA Campaign for Space

- MDA will begin a new PR campaign on 17 September called "Don't Let Canada Go," and they have asked CASCA if they can use our logo on PR materials.
- Corporate members ABB and Honeywell have agreed to participate but the

materials Thacker has seen seem very MDA-specific and should mention space astronomy. Thacker to ask if latter can be included, especially if our logo will be used.

4. Approval of the AGM Hosting Guide

- Ellison has been tuning into 2019 CASCA AGM LOC meetings and they seem to have things well in hand
- Ellison has circulated the latest version of the AGM Hosting Guide. Some typos were found and will be corrected. Mention will be included about promoting invited speaker diversity.

5. CASCA-sponsored vendor for AGM registration/website services

- A member raised the possibility of CASCA sponsoring a single vendor for registration/website services for its meetings.
- Such sponsorship will be difficult because any vendor we select could run afoul of certain restrictions by the host institutions. E.g., the service used by UVic earlier this year it isn't a vendor approved by McGill next year.
- Indeed, universities may have their own internal services that could be used, such as what Alberta did for 2017's meeting.
- More research into this topic is needed, so it's tabled for now.

6. Standardized AGM Code of Conduct

- An example of a code of conduct was circulated to the Board. Should CASCA have a standard that each LOC can use? Such codes can be included at the registration stage.
- McGill is adapting the code of conduct used from the Victoria meeting, which was in turn prepared by the EIC. The EIC should weigh in on this adaptation before it is used.

7. Post-AGM duties for the LOC and Board

- The LOC should commit to keeping the meeting website available for some period.
- CASCA should include the meeting program as a link on its own pages. Who should ensure this happens?

8. Making AGM abstracts available on a permanent website

- Dennis Crabtree has asked CADC to take this on and they have probably agreed to do this.
- Abstracts used to go into JRASC, and they are indexed.
- Rosolowsky/Thacker will approach RASC to see if that mechanism can be reinstated, which would allow the abstracts to be directly included into ADS. Also, it is an opportunity to partner further with RASC.
- Ellison to include suggestion into AGM Hosting Guide.

9. Development of AGM planning schedule

- Thacker circulated a draft pre-AGM schedule. Rosolowsky to review it.

- It is important for students to know in advance if they are getting any travel awards.

10. Social media policy and strategy

- Rosolowsky previously circulated a policy; see: https://docs.google.com/document/d/1meb3IBb_VV-Nld8OzkMmmjXeogBjTTdhd7a9Zp3ZWIM/edit. Rosolowsky will seek electronic approval for the policy from the Board after this meeting.
- The EPO Committee suggests more direction is needed from the Board about what kind of content is desired for CASCA's social media accounts. E.g. should it be announcements from the Board, Canadian-related research activities, astro images made by Canadians?
- Curating content is not a trivial task and it requires buy-in from the relevant parties. If the Board wants announcements posted on CASCA social media, then they will have to send those announcements to whoever is managing the accounts. If we want to use the accounts to promote the annual CASCA meeting, then there should be a dialog with the LOC. If we want to promote outreach events, then we should instruct people to tag our accounts in their posts.
- Discussion of the difficulty in handling this at the Board level suggests new "social media person" aka Jennifer West could be involved. Also it is possible our Press Officer Leslie Sage could become involved. Thacker to contact Abraham about duties that Jennifer has agreed to undertake.

11. Next Board Meeting

- It's not possible to have one in October due to HST TAC and Waterloo widefield astronomy meeting
- Our next meeting will be in mid-November, at a date TBD.