

**Canadian Astronomical Society
Société Canadienne d'Astronomie**

Meeting of the Board of Directors via videoconference

Minutes for Tuesday 31st January 2023, 10:30-11:30 EST

Present:

Chris Wilson (Acting President)
Laura Parker (Director)
Karun Thanjavur (Director)
Renée Hložek (Director)
Julie Hlavacek-Larrondo (Director)
Lewis Knee (Treasurer)
Rob Cockcroft (Secretary)

Regrets: Adam Muzzin (Vice President), Rob Thacker (Past President)

1. Adoption of agenda
 - a. Moved by Laura; second by Karun; adopted.
2. Approval of minutes from December meeting
 - a. Moved by Lewis; second by Karun; adopted.
3. President's report
 - a. Intent to join SKA as a full partner announced January 24, 2023 with a 6% partnership – what we were aiming for.
 - b. OIR review. Chris gave Michael Balogh a brief update. Julie will take this on and Chris and Julie will meet shortly.
 - c. Vancouver Convention Centre about bidding for the 2030 IAU General Assembly. Letter of intent due by fall 2023, then decision would be made at the 2024 IAU. There was a previous bid from Montreal for a much earlier IAU General Assembly (which was unsuccessful). **Action item:** Julie will write to Rene Doyon to find out if there is interest in re-bidding before following up with Vancouver.
 - d. AGMs in 2023 and 2024. Adam is the main contact. Chris Matzer (chair of sustainability) says that original idea was to alternate in person and hybrid/virtual. Need to come back to this soon. **Action item:** Rob to follow up with Adam for update SOC/LOC.
 - e. Webmaster (Don Hutton) update 1: CASCA website needs major infrastructure overhaul. We should start the process and ask Don for estimate of cost and timeline. **Action item:** Lewis will contact Don about this. We should have a backup for the webmaster: Renée will do this as “webmaster liaison”.
 - f. Webmaster update 2: Increase of webmaster rates. Usual costs are about ~\$1000/year for the webmaster role. Suggest a \$2/hour increase (above the original request). Lewis moved; Karun seconded for \$2/hour increase; all approved. **Action item:** Lewis will ask Rob Thacker about arrangement with Don and if this needs formalizing. **Action item:** Lewis will increase the webmaster's hourly rate by \$2/hour.

- g. Indigenous training: should be complete by all Board members by the end of this week
- h. Members in arrears: Laura is working with Jessica Marsano.
- 4. VPs report
 - a. No report submitted; Adam also sent regrets for this meeting.
- 5. Update on action items (#41-64) *If possible, I would include a discussion on transferring action items to the directors (i.e., we decide which ones each of us is taking - it will be quicker here than via email).
 - a. **Action item:** Rob to post action item spreadsheet on Google doc to share (view not edit)
 - b. **Action item:** Renée to restructure igloo folder system (continuing on from Chris)
 - c. #41. Numbers of committees and numbers of committee members – Adam needed for update.
 - d. #42. Sustainability committee communication. Normally Adam communicates with the committees.
 - e. #43. Postdoc committee. Adam to connect back with the follow-up questions (ethics approval), before we decide to approve or not.
 - f. #44. Divest of oil and gas. Most recent meeting between Lewis and investor has started this process.
 - g. #45. Postdoc award. Requires funding but the Board can present a desire to set up and support such an award at the AGM (perhaps in the president's address). Update this action item – for Chris, for due date of June AGM.
 - h. #55. Online searchable database: include in Don's revamp (and also remove the old list from the current menu item). This action item updated to specify that Lewis will contact Don about this.
 - i. #60. Updated this action item so that Laura will read bylaws to search for any possible updates needed (including membership).
 - j. #62. Web access for Chris and Renée and Julie. This action item updated for Lewis to contact Don.
 - k. #63. Awards committee updates. **Action item:** Julie to ask Adam.
 - l. #72. Resiliency/redundancy planning. Lewis has access to Secretary's account and Jessica has access to bank accounts (as well as Lewis). **Action item:** Julie to set up a Google doc for who has access to what. **Action item:** adding/removing access should be a standing action item for November. This includes email alias access and a recommendation for the Board to use these email aliases more.
- 6. AOB
 - a. Points already covered in President's report:
 - i. Chris was contacted by people at the Vancouver Convention Center about whether we want to bid to host IAU 2030. Letters of Intent due Nov 2023, full proposal presumably before the 2024 IAU AGM.
 - ii. Webmaster Don Hutton's notice of increase of rates (see his email to Chris, Adam, Lewis and Rob on 18th Jan 2023)
 - iii. Don's notice that the CASCA website needs a complete overhaul this year
 - b. Westar subcommittee (of EPO committee) is asking for clarification on status/timeline of National Outreach Coordinator position

- i. Westar to work with EPO more broadly – joint meeting. The constraints aren't clear between the NOC and the Westar coordinator. The Board needs straw proposals to consider – e.g., option 1 as a full-time NOC+Westar position, option 2 as just a 5-hour part-time Westar position, option 3 as a 10-hour part-time Westar position. DU already does a lot of outreach so also need to specify how these positions would work with DU. **Action item**: Rob to bring to the next EPO committee meeting (this afternoon) at which Westar subcommittee members will also be present. **Action item**: Lewis to provide Rob a formal/on-record email which can be shared with the EPO committee and general CASCA membership that specifies funding amounts available to Westar.
 - c. Deferred from Dec 2022 meeting: What to do with the domains **astronomiecanada.ca** and **astronomycanada.ca**. (This has been paid for 2023 so is not urgent.). Deferred again and noted on the action item list (#79)
- 7. Adjourn
 - a. Moved by Karun; seconded by Renee; all in favour.