

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

Meeting of the Board of Directors via videoconference
Minutes for Wednesday 18th September 2024, 14:00-15:10 Eastern

Present:

Sarah Gallagher (President)
Erik Rosolowsky (Vice President)
Chris Wilson (Past President)
Karun Thanjavur (Director)
Maria Drout (Director), 14:00-15:00
Matt Taylor (Director)
Renée Hložek (Director), 14:00-15:00
Rob Cockcroft (Secretary)
Lewis Knee (Treasurer)

1. Adoption of agenda
 - a. Moved by Erik; seconded by Renée; adopted.
2. Approval of minutes from 29th July's Board meeting
 - a. Moved by Lewis; seconded by Erik; approved.
3. President's report
 - a. Follow-up on comment on radio-frequency interference submitted to ISED (Innovation, Science and Economic Development)
 - i. Lots of radio-specific projects that Canada is involved in (e.g., SKA, CHIME) so this is important
 - ii. Additional advocacy is planned
 - iii. NRC position of spectrum management has been vacant for some time
 - iv. **Action item: Sarah** will contact Luc Simard, with a link to document, to raise the issue of this vacancy (the Board is in favour of this)
 - b. MTR
 - i. Sarah will shortly be meeting with the MTR committee co-chairs
 - ii. MTR committee budget needs to be specified from the co-chairs
4. VP's report
 - a. Committee status update
 - b. Motion to approve a slate of requests to ACACS (max 3)
 - i. All are CASCA members in good standing except one, who has clear background in space physics and radio astronomy
 - ii. Moved by Sarah; seconded by Maria; all in favour.
 - c. Motion to approve a slate of appointments to Awards Committee
 - i. Awards committee needs to meet with EIC and Board to ensure all information is distributed – especially about self nominations
 - ii. Moved by Maria; seconded by Matt; approved.
 - d. Reporting on Awards Rubrics
 - i. Erik has reviewed the AAS rubrics, which were relatively short. The AAS secretary would be interested to know what we produce.

- ii. **Action item: Erik** will also connect with CAP to review their rubrics
 - e. CASCA 2026 planning
 - i. Could we host a number of smaller, distributed meetings (e.g., east, central, west)? This would be inequitable, as many astronomers are in southern Ontario/Quebec.
 - ii. Natural option would be to go west (or central again); consider options for universities who haven't hosted for a while (e.g., Waterloo 2003; Western 2011; Calgary 2012)
- 5. Optical-IR Report - need to vote on approval and start dissemination
 - a. Report well received and well timed ahead of MTR and Gemini reviews
 - b. **Action item: Matt** (as MTR committee liaison) to charge the MTR committee with looking into any possible omissions
 - i. What we would gain/lose if we join ESO at the cost of not participating with other telescopes (this is missing from the report, but it was covered in the various community meetings hosted by the OIR committee)
 - ii. Why was the DAO not in the report? Because the scope of the OIR in the terms of reference was only 4-8 m class telescopes.
 - iii. Disappointing number of respondents
 - c. Dissemination plan
 - i. **Action item: Sarah** to send directly to Gilles Joncas, Luc Simard, Pauline Barmby, as well as the CASCA exploder. Note that comments and responses should go to MTR committee.
 - d. Motion to approve OIR
 - i. Moved by Karun; seconded by Matt; approved.
- 6. Plans for the new website (Renée)
 - a. We cannot the old website to a new platform, so we need to start from scratch
 - b. AAS website is a good template
 - c. WIX vs. Wordpress
 - i. Big advantages of WIX are: (1) the auto-French translation and (2) the accessibility requirements are met
 - d. Forward thinking
 - i. The current Wordpress website was developed in 2012, and with the next update we need to ensure forward compatibility so that we are not forced to do the next update in another 12 years
 - ii. There could be a website committee composed of grad students, postdocs, and faculty
 - e. WIX can host as well as provide the editing service
 - f. What is the cost?
 - i. Business = \$40/month + cost of domain name (so ~\$500/year)
 - g. Membership section
 - i. Where individual members can pay their dues
 - ii. You can see your membership status for yourself
 - h. Motion to design a new website in WIX following the above discussion
 - i. Moved by Renée; seconded by Maria; approved
- 7. CUPC sponsorship request
 - a. Via email to Sarah on 31st August from Dinél Anthony
 - b. CUPC held at UBC, 24th-27th October 2024

- c. <https://cupc.cap.ca/>
 - d. Sponsorship and grad fair portal: <https://epayment.phas.ubc.ca/2024-cupc-sponsorship-and-booth-registration>
 - e. See also “CUPC sponsorship package” in meeting folder
 - f. We have sponsored this in the past, usually at the \$300-\$500 level
 - g. We will continue to sponsor at the \$500 level.
 - i. Motion: moved by Erik; seconded by Karun; approved
 - ii. **Action item: Lewis** to arrange
8. Action items’ update
- a. Lewis: has financial statements from auditor now
 - b. Matt: MTR meeting is next week
 - c. Karun: LCRIC is meeting next week (first meeting of the fall)
 - d. Chris: Need to tell membership, in approximately two months, about the Board positions that will become vacant next year
9. AOB
10. Adjourn
- a. Moved by Karun; seconded by Erik; approved.

Next meeting: Mon 21st Oct, 2-3 pm Eastern

#	Assigned	Working with	Description	Updates
200	Sarah		Sarah will contact Luc Simard, with a link to the comment on radio-frequency interference submitted to ISED document, to raise the issue of the vacancy of the NRC position of spectrum management	
201	Erik		Erik will connect with CAP to review their awards rubrics	
202	Matt		Matt (as MTR committee liaison) to charge the MTR committee with looking into any possible omissions from the Optical-Infrared Report	
203	Sarah		Sarah to send the Optical-Infrared Report directly to Gilles Joncas, Luc Simard, Pauline Barmby, as well as the CASCA exploder. Note that comments and responses should go to MTR committee.	
204	Lewis		Lewis to arrange the \$500 sponsorship of CUPC	