

The meeting convened at 2:04 PM Eastern Standard Time. The meeting was conducted over Zoom.

1) Roll Call

The roll call was taken using zoom participant list. See Appendix A.

2) Election of Meeting Chair - MOTION NC20201

Dennis Lyons offered to act as the Chair for the meeting. Seconded by Doug Thorp, Motion CARRIED.

3) Approval of the Agenda

Judy Sterner requested an addition to the agenda regarding a remembrance of the École Polytechnique massacre. Donald Town moved approval of the amended agenda. Lauri Roche seconded. Motion CARRIED.

4) Approval of the Minutes of Meeting NC 20-3

June Macdonald moved to accept; Doug Thorp seconded. Motion CARRIED.

5) Business Arising from the Minutes

None

6) Centre Reports: Discuss any requests for advice/help

There was a brief start of a report, but Alister reminded the NC that reports were to be read before the meeting and only items of concern were raised.

Alister Ling on behalf of Edmonton asked the ED if National Office was planning on doing exit interviews for folk who did not renew. Phil replied in the affirmative.

7) Centre ops manual:

Judy:Stener spoke:

- History: a year ago Phil Groff suggested the creation of the manual. Karen Finstad edits the first draft and remained involved in the following revisions; In January, for the first revision, Karen got a few others to contribute. Judy Sterner took on a bigger role. Judy asked “if the manual is accessible by others, and where is the location on the new website?” Phil replied that existing docs are pdfs. Comments in red is to flag material still needed. Jenna has compiled a “How to run a zoom meeting”; Robyn Foret added that to use Society’s Zoom accounts, these tutorials are a prerequisite.
- Purpose of manual is to share best practices; and to help people coming onto their local council. Karen pointed out that this is council’s flagship project. Please participate.

If there are questions, where do we ask them? On the google drive. Phil noted that Jenna has prepared instructions on associating a non-google account with the drive. Les Dickson asked “can I edit?” Phil replied “yes, and it keeps revisions”. Lauri Roche: “do you want us to use the suggesting function instead of direct edit?” Judy replied “Yes, use the comment feature”. Dennis Lyons: “Comment is better in order for the editor to have final control”. Laurie Roche: “is the comment adjacent to the spot?” Judy replied “Yes. I can also receive comments and suggestions by email directly”.

The chair thanked Judy and Karen.

8) Proposed Nat Council dates:

Alister Ling asked if we should have an NC meeting on same weekend as GA, similar to our in-person meetings in the past. ED Phil Groff noted that an absolute date has not yet been decided. Last weekend in June most likely. Dennis Lyons suggested that NC meets before, so we can present pertinent issues at the time of the GA. Chair recommended we accept: the proposed dates as listed.

There was a request to add Astronomy Day to agenda of the Mar 7 meeting.
Paul Sadler (Ottawa) will take the lead of this item.

- 9. Info** Tom Sobocan (Windsor) relayed that they updated council on changes in their Centre. Starr Livingstone Is the new president, Randy Groundwater becomes past president.

10. Committee updates

Inclusion and diversity committee just posted their report. Laurie Roche appreciated the work done.

GLP comm: Dennis Lyons noted they were updating the website; more to come shortly

Ed & Pub outreach: Laurie Roche noted that they had held zoom meeting in October, with 30 people on-line. Documents are on google drive. On EPO there is a space for every rep, to put in their local resources and meetings. It is nice to be able to sit in on other people's meetings.

11. Board Update:

President's Report - Robyn Foret reported that after a lengthy end of October meeting; it was decided that the upcoming GA will be virtual, with the Society office acting as host. They reviewed the budget, bylaw 1, and the policy manual. Michael Watson is conducting a thorough check. The editorial board is looking at all our publications, leveraging each other where possible. For example note ads for 2021 almanac in SkyNews. Please watch for the call for nominations to the board. We want to get ahead of 2024 eclipse marketing and activities.

Awards Committee: Chris Gainor reminded NC to convey that the deadline for nominations is the end of December. Any questions, just email.

Laurie Roche: I am wondering how far things have gotten regarding volunteer screening? Robyn replied that it is a very regional issue; the board does not want to be dictating a national perspective.

Non-RASC members: Robyn noted that local incorporated Centres can have non-RASC members, but they CANNOT be covered by National's public outreach liability. Dennis Lyons added that GLP permit is a members-only one. Laurie feels there is a need for an overall policy - Robyn said that Michael is indeed looking into it. Eric Briggs added that the board received concerns and discussion is recorded in the draft minutes, but they did not make a motion. The Chair asked to add this to the agenda for next NC meeting in order to provide time for the board to reply.

ED report: - Phil noted his report is updated to the google drive and mailing list. Couple of facts: 4898 membership but before year end, so hoping to be back above 5000. Retention coordinator Adela Zyfi; wants to broaden the reach to identify who is the right person in each Centre to contact regarding membership retention. Similarly, communications want to diffuse info; would NC reps also be subscribed to the uplink; one more newsletter a month? Thumbs up from NC to be on the list. Alister to send Jenna council list emails [done];

Training opportunities on new membership system: Recordings are available; new secure RASC launching January 18th. Staff on deck for the launch, but we realize that no battle plan survives contact with the enemy. Videos are available in a training room for the system.

Quick heads up: Dec 21st; virtual star party showcase RASC; expect communications coming out soon;

Budget: Phil posted comparison of current and upcoming year: 2021 forecast is in the black, this year may marginally be in the red. Income is in three pools: membership bar set low at 4800. We have deliberately under-forecast revenue and over-forecast expenditures. Donations & sponsorship remains strong. Robotic scope data subscription coming on-line; Other categories coming in February;

Skynews contribution is reimbursing Nat office for their time, rent.

Profit line: small profit now, anticipating 50K annual profit.

Expenditures: Membership services (direct to member, answering phone, mailing

Publications): costs have gone up (SN now being directly costed).

Programming: Insurance for outreach, robotic scope, etc, GA

Donald Town: Investment income? Phil noted the board decided to be conservative and put in zero for slow recovery. Robyn added discussions with Scotia-Macleod are looking at asset balance; being conservative.

Donald: are we budgeting for the office move? Phil: Yes, assume that as of July, paying double rent, but hoping we can minimize it, overestimated expenditures.

Laurie Roche re GA 5000: Phil: allows wiggle room for hiring more expensive speakers, putting in a nominal fee for members. Youth outreach? Phil notes the number is large because Jenna's time is being included. Chair thanks the board.

12) New business

Judy Stener stated that 31 years ago, the École Polytechnique massacre took place. Please take a personal moment today. June Macdonald seconded. Motion CARRIED.

Donald Town: Are the board meeting minutes being posted? Eric Briggs yes they will be. Laurie Roche: google drive? Eric: yes.

13) Motion to adjourn: Donald Town; seconder, Ralph Chou. CARRIED

The meeting was adjourned at 3:22 EST.

Action items for NC members:

Retention coordinator Adala; wants to broaden the reach to identify **who in each Centre is the right person to contact regarding membership retention.**

Alister Ling
Secretary

Appendix A National Council Meeting NC 20-4 Attendance

NC Chair	VACANT	NC Co-Chair	VACANT
NC Recorder	Alister Ling		
National Council Reps:			
Belleville	Donald Town	Okanagan	Kevin Douglas
Calgary	Judy Sterner	Ottawa	Karen Finstad
	Doug Thorp		Paul Sadler
	Steve Donaldson	Regina	Ross Parker (not present?)
Edmonton	Alister Ling	Saskatoon	Les Dickson
Halifax	Judy Black	St. John's	Marcellus Redmond
Kingston	John Hurley	Toronto	Ralph Chou
Kitchener–Waterloo	Jim Fairles		Paul Delaney
	Jim Goetz	Vancouver	Hayley Miller (not present?)
London	Peter Jedicke	Victoria	Nelson Walker
Montreal	Frank Tomaras	Windsor	Tom Sobocan
New Brunswick	June MacDonald	Winnipeg	Dennis Lyons*
Board Members:			
Eric Briggs	National Secretary	Charles Ennis	First Vice-President
Robyn Foret	President	Chris Gainor	Past President
Visitors:			
Phil Groff	Executive Director	Laurie Roche**	Victoria
Paul Dopson	Tom Luton	Michael Roffey	Bill Weir
Regrets: None received			
Not present:			
Mississauga	Jo VondenDool	Niagara	Pauline Horton
Prince George	Blair Stunder		

* Chair, Green-Laser Pointer Working Group

** Chair, EPO Committee

NC Council Google Drive posting - 20210204

- Draft of NC20-4 ready for comments/corrections
- Draft 2 of Agenda NC21-1; added Astro day and 2024 eclipse task force; new items or notes to add?
- Retention coordinator Adala; wants to broaden the reach to identify who is the right person to contact regarding membership retention
- Ensure your Education & Public Outreach contact is on Laurie Roche's list.
- Read Centre reports before the meeting
- **Fraser Valley, Hamilton, K-W, London, Mississauga, SAM due Feb 24**
- The upcoming meeting will be Sunday, March 7 at 2:00 pm EST.

Agenda for next NC Meeting (Feb 24):

1. Roll Call
2. Election of Meeting Chair
3. Approval of the Agenda
4. Approval of the Minutes of Meeting NC 20-4
5. Business Arising from the Minutes?
6. Centre Reports: Discuss any requests for advice/help
Fraser Valley, Hamilton, K-W, London, Mississauga, SAM due Feb 24
7. Astronomy Day - Paul Sadler (Ottawa)
8. 2024 Total Solar Eclipse Task Force - Randy Attwood
9. Committee Updates?
10. Updates from the Board
Volunteer screening policy.
11. Updates from the Executive Director?
12. New Business?
13. Time and Location of Next Meeting (nominal June 8, 2021)