

# Minutes

**Monday, June 11, 2018, 5 pm ADT**

**Halifax, NS**

**Members:** Wayne Richardson, Paul Kushner, Fiona Robertson, Douw Steyn, Harold Ritchie, Bob Jones, Wendy Borsuk, Charles Anderson, Sheila Bourque, Denis Bourque, Ron Hopkinson, Iain Russell, Craig Smith, Fred Dupont, Susan Allen, Bruce Angle, Zhan Li, Bertrand Denis, Richard Hogue, Urs Neumeier, Michel Jean, David Fissel, Timothy Merlis, Will Perrie, Peter Taylor, Amir Shabbar, Michael Crowe, Marie-France Gauthier. [28, quorum is 20]

**Observers:** Gordon Griffith, Eilise Norris, Harinder Ahluwalia, Sarah Knight.

**ACTION ITEMS from this meeting are listed in APPENDIX 1 at the end of the document.**

## 1. APPROVAL OF AGENDA

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Motion to adopt the agenda. (Robertson/ D. Bourque). Carried.

## 2. ADOPTION OF THE MINUTES OF THE 51TH AGM, JUNE 05, 2017, HELD IN TORONTO, ONTARIO: [ANNEX II, P. 63]

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Motion to adopt the minutes. (Kushner/Jones). Carried.

## 3. ANNUAL REPORTS FROM THE EXECUTIVE

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The reports were printed and made available. Page numbers refer to the 2017 CMOS Annual Review.

### **3.1. PRESIDENT'S REPORT: WAYNE RICHARDSON [P.1]**

See Annual Review Report.

### **3.2. VICE-PRESIDENT'S REPORT: PAUL KUSHNER [P. 5]**

See Annual Review Report.

### **3.3. PAST-PRESIDENT'S REPORT**

No Annual Review Report.

**3.4. TREASURER'S REPORT: BOUMY SAYAVONG [P.8]**

See Annual Review Report.

**3.4.1 Auditors' Report [Annex III]**

See Annex III of the Annual Report.

**3.5. CORRESPONDING SECRETARY'S REPORT: FIONA ROBERTSON [P. 10]**

See Annual Review Report.

**3.6. RECORDING SECRETARY'S REPORT: MARIE-FRANCE GAUTHIER [P. 13]**

See Annual Review Report.

**3.7. EXECUTIVE DIRECTOR'S REPORT: GORDON GRIFFITH [P. 14]**

See Annual Review Report.

**3.8. DIRECTOR OF PUBLICATIONS REPORT: DOUW STEYN [P. 25]**

See Annual Review Report.

Motion to receive all the reports from the Executive. (S. Bourque/Steyn). Carried.  
Show of hands to approve. Approved.

## 4. ANNUAL REPORTS FROM COMMITTEES AND EDITORIAL BOARD

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**4.1. SCIENTIFIC COMMITTEE: C. RICHARDS/T. MERLIS [P.15]**

See Annual Review Report.

**4.2. UNIVERSITY AND PROFESSIONAL EDUCATION COMMITTEE: JENNIFER MILTON**

No Annual Review Report.

**4.3. SCHOOL AND PUBLIC EDUCATION COMMITTEE: DOMINIQUE PAQUIN [P. 17]**

See Annual Review Report.

**4.4. PRIZES AND AWARDS COMMITTEE: GERHARD REUTER [P.17]**

See Annual Review Report.

**4.5. PROFESSIONAL ACCREDITATION COMMITTEE DOUW STEYN [P.19]**

See Annual Review Report.

**4.6. WEATHERCASTER ENDORSEMENT COMMITTEE: BRUCE RAMSAY [P.20]**

See Annual Review Report.

**4.7. FINANCE AND INVESTMENT COMMITTEE: PAUL KUSHNER [P. 21]**

See Annual Review Report.

**4.8. AUDIT COMMITTEE: SYLVIE GRAVEL [P.21]**

See Annual Review Report.

**4.9. MEMBERSHIP COMMITTEE: PAUL KUSHNER [P.22]**

See Annual Review Report.

**4.10. FELLOWS COMMITTEE: SUSAN WOODBURY [P. 23]**

See Annual Review Report.

**4.11. PRIVATE SECTOR COMMITTEE: JAMES YOUNG [P. 24]**

See Annual Review Report.

**4.12. EXTERNAL RELATIONS COMMITTEE: MARTIN TAILLEFER**

No Annual Review Report.

**4.13. CENTRE CHAIR COMMITTEE: PAUL KUSHNER [P.22]**

See Annual Review Report.

**4.14. STUDENT COMMITTEE: LAURA GILLARD [P. 24]**

See Annual Review Report.

**4.15. PUBLICATIONS COMMITTEE: DOUW STEYN [P. 25]**

See Annual Review Report.

**4.16. CMOS BULLETIN SCMO EDITORIAL BOARD: SARAH KNIGHT [P. 29]**

See Annual Review Report.

**4.17. WEBMASTER'S REPORT: FARIDA DEGHAN [P. 31]**

See Annual Review Report.

**4.18. REPORT OF THE ARCHIVIST: BOB JONES [P.31]**

See Annual Review Report.

**4.19. REPORT FROM CNC-SCOR: PAUL MYERS [P. 32]**

See Annual Review Report.

**4.20. ARCTIC SIG: DAVID FISSEL [P. 34]**

See Annual Review Report.

**4.21. AVIATION SIG: STEVE RICKETTS [P36]**

See Annual Review Report.

Motion to receive all the reports from the Committees and editorial board.  
(Robertson/Gauthier). Carried.

Show of hands to approve. Approved.

## 5. ANNUAL REPORTS FROM LOCAL CENTRES

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**5.1. VANCOUVER ISLAND CENTRE: GEOFF STRONG [P. 36]**

See Annual Review Report.

**5.2. B.C. LOWER MAINLAND CENTRE: KEN KWOK [P. 38]**

See Annual Review Report.

**5.3. B.C. INTERIOR CENTRE: PETER JACKSON [P. 40]**

See Annual Review Report.

**5.4. ALBERTA CENTRE: PAUL MYERS [P. 41]**

See Annual Review Report.

**5.5. SASKATCHEWAN CENTRE: RON HOPKINSON [P. 43]**

See Annual Review Report.

**5.6. WINNIPEG CENTRE: PATRICK MCCARTHY [P. 44]**

See Annual Review Report.

**5.7. TORONTO CENTRE: AMIR SHABBAR [P. 46]**

See Annual Review Report.

**5.8. OTTAWA CENTRE: MARTIN GAUTHIER [P. 48]**

See Annual Review Report.

**5.9. CENTRE DE MONTRÉAL: LOUIS LEFAIVRE [P. 50]**

See Annual Review Report.

**5.10. CENTRE DE QUÉBEC: DAVID HUARD [P. 52]**

See Annual Review Report.

**5.11. CENTRE DE RIMOUSKI: LOUIS-PHILIPPE NADEAU [P. 53]**

See Annual Review Report.

**5.12. NEW BRUNSWICK CENTRE: WILLIAM WARD**

No Annual Review Report.

**5.13. HALIFAX CENTRE: JIM ABRAHAM [P. 53]**

See Annual Review report.

**5.14. NEWFOUNDLAND & LABRADOR CENTRE: FRASER DAVIDSON**

No Annual Review Report.

Motion to receive all the reports from the Local Centers. (Fissel/Taylor). Carried.

Show of hands to approve. Approved.

## 6. AUDITED FINANCIAL STATEMENTS FOR 2017

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Gordon Griffith reported that the Audit Committee and Council had approved the Audited Financial Statements for 2017 and invited the attendees to approve them as well.

Motion to approve the Audited Financial Statements for 2017. (Hopkinson/Neumeier). Carried.

Show of hands to approve. Approved.

Amir Shabbar asked about the Golden Jubilee Fund. Gordon Griffith explained that it was set up to support the CMOS 50<sup>th</sup> Anniversary celebrations. Donations were received during 2017 only.

## 7. BYLAW MODIFICATIONS: GORDON GRIFFITH

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The proposed bylaw modifications pertain to Appendix I to By-Law - Prizes, Awards and Scholarships and were printed in the April issue of the CMOS Bulletin.

- a) The President's Prize (definition of recent added)

*The President's Prize may be awarded each year to a member or members of the Society for a recent\* paper or book of special merit in the fields of meteorology or oceanography. The paper must have been accepted for publication in ATMOSPHEREOCEAN, the CMOS Bulletin SCMO or another refereed journal.*

\*recent is defined as within the last five years.

Motion to approve the modification to the President's Prize.( D. Bourque/Kushner).

Show of hands to approve. Approved.

- b) The Tertia MC Hughes Memorial Graduate Student Prizes (definition of graduate student and status as a graduate student clarification)

*One or more prizes may be awarded each year for contributions of special merit by individuals who are or were (within 16 months preceding the nomination deadline) either graduate students at a Canadian university or Canadian graduate students registered at a foreign university.*

DS indicated that he fully supports the change and added that he has always been surprised that this prize can be awarded for any discipline at all. Denis Bourque indicated that the prize is usually awarded to a student engaged in one of the science fields supported by CMOS but recognized that additional precision could be added to the description of the Tertia MC Hughes Memorial Graduate Student Prizes.

**New Action Item. The Awards and Prizes Committee to review the description of the Tertia MC Hughes Memorial Graduate Student Prizes to determine if it is necessary to identify the eligible fields of study.**

Motion to approve the modification to the Tertia MC Hugues Memorial Graduate Prize.( Steyn/Robertson).

Show of hands to approve. Approved.

## 8. BUDGET FOR 2019: GORDON GRIFFITH

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Gordon Griffith presented the budget for 2019 and provided hard copies to the participants. He explained that with the approval of the increase in both the membership (Paragraph 8.1) and service (Paragraph 8.20) fees, the budget for 2019 now shows a potential surplus of about \$17,500. Gordon also reported that as of June 4<sup>th</sup>, CMOS had 524 full members, 34 corporate,

175 retired, 321 student, 32 associate and 2 sustaining. On the Services side, CMOS had 36 accredited consultants, 22 corporate, 12 individuals on the private sector listing and 22 endorsed weathercasters

Gordon then explained that the first page of the handout was a summary of the subsequent four pages detailing the budget categories: Society Operations, A-O Publication, CMOS Bulletin and CMOS Congress. Gordon explained that the staff salaries are spread across the categories. He then reviewed the financial information of each page pointing out that it is the Atmosphere-Ocean publication and the Annual Congress that provides most of CMOS revenues. Gordon explained that moving the CMOS Bulletin from a paper-based version to an on-line version has required some investments and that CMOS should start seeing some savings and, hopefully, revenues from advertising later in 2019.

Richard Hogue asked about the expected budgeted surplus from the 2019 Congress given that it will be part of the International Union of Geodesy and Geophysics (IUGG). Wayne Richardson explained that Congress 2019 will be special as CMOS will have less control on the potential revenue or deficit as it will be a joint congress.

Gordon explained that the IUGG is made of eight associations with two of those directly related to CMOS and the other six related to the Canadian Geophysical Union (CGU). It was therefore decided to split the revenue/loss: 25% for CMOS 75% for CGU. To cover the risk and the ongoing cost of organizing an event of this size, CMOS and CGU have contracted a company specialized in organizing large events. The company is JPDL International located in Montreal and they will be sharing any realized profit. Gordon confirmed that CMOS will still have a dedicated CMOS banquet, awards ceremony and an Annual General Meeting during the 2019 event.

Motion to accept the 2019 budget. (D. Bourque/Robertson). Carried.

Show of hands to approve. Approved.

### 8.1. MEMBERSHIP FEES

Gordon Griffith explained that Council had approved an increase in membership dues for 2019. The table representing the proposed increase was published in the April edition of the CMOS Bulletin. Gordon presented the table and explained that it represents a \$10 increase across the board except for a \$20 increase for the corporate category.

Type	2017	2017	2017	2019	2019	2019
	Canada	US	International	Canada	US	International
Regular	85	100	125	95	110	135
Student	0	0	0	0	0	0
Corporate	170	185	210	190	205	230
Sustaining	235	250	270	245	260	280

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Associate	56	72	100	66	72	106
Retired	56	72	100	66	72	106

Fiona Robertson indicated that she had no problem with the proposed membership increase but highlighted that the student membership fees would remain at \$0 for 2019. The impact and value analysis of waiving the student membership fees, will be completed in 2019 as per the open action item from the 2016 AGM (see section 13).

Denis Bourque asked what the goal of the increase was; was it to catch up with the fees of comparable organisations or to raise revenue for CMOS. Wayne Richardson responded that it was to increase revenue as currently CMOS has very few ways to increase its revenue besides having successful congresses.

Gordon explained that the last increase was in 2017 and that prior to that it was in 2009 and that increase was only \$5 in 2017.

Harinder Ahluwalia asked if CMOS knows the benefits its getting from having waved the student membership fees for several years. Wayne indicated that an analysis benefit will be done in 2019 before a decision is made for 2020 and that in the meantime, he was very supportive of keeping the student membership free. Harinder also made several comments about the budget and revenue generation from sponsorships.

David Fissel asked Council to think about the idea of offering Retired members the option of purchasing a Life-time Membership through a one-time contribution. He pointed out that other organizations (AMS, AGU) are offering something similar. Wayne Richardson indicated that it was a good idea to look at that option.

**New Action Item. Executive to look at the option of creating a new type of registration payment for retired members.**

Motion to accept the membership fees increase for 2019. (Kushner/Jones). Carried.

Show of hands to approve. Approved.

## 8.2.SERVICES FEES

Gordon Griffith explained that CMOS provides three services to its members including: Accredited Consultant, Private Sector Listing and Endorsed Weathercaster. He presented the table.

	2017 Fees	2017 Fees	2019 Fees	2019 Fees
Service	Application	Annual	Application	Annual
Accredited Consultant	150	50	250	100



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Private Sector Listing				
Corporate		140		220
Individuals		50		100
Endorsed Weathercaster	200	20	300	100

Douw Steyn added that significant improvements have been made to the accredited consultant listing that includes information about their fields of expertise. This will be ready to go on-line soon. Wayne Richardson added that these fees are still low compared to other organizations.

David Fissel asked if the organizations that currently subscribe to these services were consulted to help in determining the fee increase. Gordon Griffith responded that no direct consultation took place over and above the inclusion in the CMOS Bulletin. The proposed increases for the private sector listing was to help cover the cost of the private sector referral service.

Harinder Ahluwalia pointed out that some companies may decide not to renew their application and therefore CMOS may lose more money. Bruce Angle indicated that is very important for users to understand the benefits of such an increase and that perhaps a risk assessment should be conducted by the Executive to confirm that CMOS is going in the right direction.

Ron Hopkinson replied that as a consultant, he values and is currently using the services and that he has no problem paying the proposed increase. Sarah Knight offered to meet with the consultants and write an article for the CMOS Bulletin "What CMOS does for you" as a consultant and "What benefits are you getting for your investment".

Paul Kushner added that this proposed increase is also to help in reducing the CMOS deficit. We are offering services for which we are not recovering the cost.

Bob Jones suggested that CMOS change the way it treats the Endorsed Weathercaster category. He suggested that once an individual has been accepted as an Endorsed Weathercaster, their annual fees be collected only every three years. AMS is operating that way.

**New Action Items: Sarah Knight to follow up on writing an article of membership benefits for consultants.**

**New Action Item: Executive to follow up with Bob Jones for further work on Weathercaster fee structure.**

Motion to accept the service fees increase for 2019. (Steyn/D. Bourque). Carried.

Show of hands to approve. Approved.

## 9. APPOINTMENT OF AUDITORS FOR 2018: GORDON GRIFFITH

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Motion to continue with WGP Professional Corporation Chartered Accountants as the auditor for 2018. (Hopkinson/Gauthier). Carried.

Show of hands to approve. Approved.

## 10. LOCATION OF FUTURE CONGRESSES: WAYNE RICHARDSON

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2019 – Montreal (as part of the International Union of Geodesy and Geophysics (IUGG) General Assembly, July 8-18, 2019)

2020 - Ottawa

2021 – Victoria

2022- Saskatoon joint with the Canadian Geophysical Union (CGU)

## 11. REPORT OF THE NOMINATING COMMITTEE: GORDON GRIFFITH

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Gordon Griffith reported that the Executive of CMOS is being transferred to Toronto starting this month. He listed all the nominees and the AGM participants were invited to vote for new Executive members.

## 12. INSTALLATION OF OFFICERS FOR 2018-2019

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Motion to approve all the nominees (Steyn/Jones). Carried.

Show of hands to approve. Approved.

- President – **Paul Kushner**
- Vice-President – **Kimberly Strong**
- Recording secretary – **Fred Conway**
- Corresponding secretary – **Alanna MacKenzie**
- Treasurer – **Amir Shabbar**
- Past-President – **Wayne Richardson**

Gordon Griffith offered his special thanks to Fiona Robertson, Marie-France Gauthier and Boumy Sayavong for their excellent work over the past three years. Wayne Richardson added that both Fiona and Marie-France have developed a series of hand-over documents to be passed-on to the new Executive to help in ensuring a smooth transition. Douw Steyn added that they both provided structure and discipline to the day-to-day operation of the Executive and Council.

## 13. OTHER BUSINESS

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### 13.1. TEMPLATE FOR THE ANNUAL REPORT: GORDON GRIFFITH

Gordon Griffith explained that he acted as the Chief Editor for the Annual Review with great assistance from Fiona to streamline and standardize the format of the reports and hopefully facilitated their readability. Sarah Knight brought all the individual reports together into the annual review document. The template format will be sent to all chairs and reporting officers next year along with the official call for report preparation.

Bob Jones asked about the financial information that CMOS displays in the Annual Review and the fact that CMOS is archiving this information. Gordon explained that currently CMOS has two versions of the Annual Review; one with the audited financial statements included and one without. The version that doesn't contain the financial statements, is the one available on the open website.

### 13.2. REVIEW OF ACTION ITEMS: WAYNE RICHARDSON

There were three action items recorded at the 2016 AGM. Two have been closed and one remains open.

1. The Finance and Investment Committee to prepare an impact and value analysis of waiving the student membership fees indefinitely and to report findings by the next AGM. **Open.**

*As the impact and value analysis couldn't be completed after only one year of waiving the student membership fees, Council has approved providing free membership to students for 2018 and 2019. The impact and value analysis will be completed in 2019.*

There was 1 action item recorded at the 2017 AGM. It has been closed.

1. Council to encourage future LACs to look at Universities as an option for Congress venue. **Closed.**

## 14. ADJOURNMENT

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Wayne Richardson thanked everyone for attending the meeting.

Motion to adjourn. (Steyn/Jones). Carried.

## APPENDIX 1

### New Action Items from AGM-RGA Meeting

1. The Awards and Prizes Committee to review the description of the Tertia MC Hughes Memorial Graduate Student Prizes to determine if it is necessary to identify the eligible fields of study. **Open.**
2. Executive to look at the option of creating a new type of registration payment for retired members. **Open.**
3. Sarah Knight to follow up on writing an article of membership benefits for consultants. **Open.**
4. Executive to follow up with Bob Jones for further work on Weathercaster fee structure. **Open.**