

Minutes

Tuesday, June 23, 2020, 4:00 EDT

Ottawa, ON

The 54th CMOS Annual General Meeting (AGM) 2020 was held during the Ottawa Congress, but due to the COVID-19 pandemic, it was held entirely online.

Members Participating: Aaron Coutino, Aldona Wiacek, Alexandre Audette, Amir Shabbar, Andrew Grace, Andrew Leung, Andy Lin, Barry Goodison, Bill Pugsley, Bob Jones, Bob Morris, Bruce Sutherland, Charles Anderson, Christopher Poitras, Craig Smith, David Fissel, David Huard, Dawn Conway, Denis Bourque, Dia Martinez Gracey, Diane Pendlebury, Dominique Paquin, Donovan Allum, Edward Graham Dougall, Ellen Gute, Emilie Bresson, Farida Dehghan, Felicia Kolonjari, Francesco S.R. Pausata, Francis Poulin, Fred Conway, George Isaac, Gordon Griffith, Gordon McBean, Hal Ritchie, Haruki Hirasawa, Helen Joseph, Jennifer Lukovic, Jim Abraham, Jim Drummond, Kaley Walker, Karen Smith, Kim Strong, Iain Russell, Laura Bianucci, Leslie Malone, Leslie Welsh, Lucy Campbell, Marek Stastna, Marie-France Gauthier, Matthew Asplin, Michel Béland, Milla Costa, Nicole Renaud, Oscar Koren, Pat McCarthy, Paul Kushner, Paul Myers, Peter Jackson, Peter Taylor, QL, Richard Boudreault, Richard Jones, Robert Nissen, Robert Sica, Ron Hopkinson, Sheila Bourque, Stephen Clodman, William Ward, Yanping Li

Quorum is 20; 70 members participated.

MEETING DOCUMENTS

1	CMOS AGM 2020 Draft Agenda	8b	CMOS 2020 bylaws – draft revision details
6a	CMOS 2019 Financial Statements - English	9	CMOS Budget 2021
6b	Enonces financiers de la SCMO 2019 - Francais	9a	Proposed membership dues 2021
7a	CMOS membership code of Conduct	9b	proposed service fees 2021
7b	Code de conduite des membres de la SCMO	12	Report of the Fellows Committee
8a	CMOS Bylaws 2020 Draft	13	CMOS-SCMO Annual Review (AR)

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

Opening Remarks: President Kimberly Strong called the meeting to order at 2:06 pm. She welcomed all participants, noting that the meeting was CMOS's first all-online meeting (2019 AGM had some online participants). She noted the presence of a quorum and described the voting procedure.

1. Adoption of agenda

Motion to adopt the agenda. (Fred Conway/Marie-France Gauthier). Carried.

2. Adoption of the minutes of the 53rd AGM, July 9, 2019, held in Montreal: [Annual Report (AR) Annex II, p. 82]

Motion to adopt the minutes. (Marek Stastna/Denis Bourque). Carried.

3. Annual reports from the Executive

Page numbers refer to the 2019 CMOS Annual Review.

3.1. President's report: Kimberly Strong [AR p.1]

See Annual Review Report.

3.2. Vice-President's Report: Marek Stastna [AR p. 8]

See Annual Review Report.

3.3. Past-President's Report: Paul Kushner [AR p. 15]

See Annual Review Report.

3.4. Treasurer's Report: Amir Shabbar [AR p. 9]

See Annual Review Report.

3.5. Corresponding Secretary's Report: Diane Pendlebury [AR p. 11]

See Annual Review Report.

3.6. Recording Secretary's Report: Fred Conway [AR p. 14]

See Annual Review Report.

3.7. Executive Director's Report: Gordon Griffith [AR p. 16]

See Annual Review Report.

3.8. Director of Publications Report: Dow Steyn [AR p. 42]

See Annual Review Report.

Motion to receive all the reports from the Executive. (Paul Kushner/Amir Shabbar). Carried.

4. Annual reports from Committees, SIGs and Society Support

Page numbers refer to the 2019 CMOS Annual Review.

4.1. Archivist: Bob Jones [AR p. 19]

See Annual Review Report.

4.2. Webmaster: Farida Dehghan [AR p. 20]

See Annual Review Report.

4.3. Arctic SIG: David Fissel [AR p. 20]

See Annual Review Report.

4.4. Aviation SIG

No Annual Review Report.

4.5. ARRCU SIG: Paul Kushner [AR p. 22]

See Annual Review Report.

4.6. Professional Accreditation Committee: Douw Steyn [AR p.25]

See Annual Review Report.

4.7. Audit Committee: Sylvie Gravel [AR p. 26]

See Annual Review Report.

4.8. CMOS Bulletin SCMO: Sarah Knight [AR p.26]

See Annual Review Report.

4.9. CNC-SCOR: Paul Myers [AR p.28]

See Annual Review Report.

4.10. External Relations Committee

No Annual Review Report.

4.11. Fellows Committee: Susan Woodbury [AR p. 34]

See Annual Review Report.

4.12. Finance and Investment Committee: Amir Shabbar [AR p. 35]

See Annual Review Report.

4.13. Centre Chair & Membership Committee: Marek Stastna [AR p. 46]

See Annual Review Report.

4.14. Nominating Committee: Paul Kushner [AR p. 39]

See Annual Review Report.

4.15. Private Sector Committee

No Annual Review Report.

4.16. Prizes and Awards Committee: Bob Kochtubajda [AR p. 41]

See Annual Review Report.

4.17. Publications Committee: Douw Steyn [AR p. 42]

See Annual Review Report.

4.18. School and Public Education Committee: Marek Stastna [AR p. 46]

See Annual Review Report.

4.19. Scientific Committee: C. Richards/T. Merlis [AR p. 47]

See Annual Review Report.

4.20. University and Professional Education Committee: Jennifer Milton

No Annual Review Report.

4.21. Weathercaster Endorsement Committee: Bruce Ramsay

No Annual Review Report.

4.22. Students Committee: Ellen Gute [AR p. 48]

See Annual Review Report.

4.23. Congress Committee: Paul Kushner [AR p. 31]

See Annual Review Report.

Motion to receive all the reports from the Committees, SIGs and Society Support. (Diane Pendlebury/Bob Jones). Carried.

5. Annual Reports from Local Centres

Page numbers refer to the 2019 CMOS Annual Review.

5.1. Vancouver Island Centre: Matthew Asplin [AR p. 51]
See Annual Review Report.

5.2. B.C. Lower Mainland Centre: Ken Kwok [AR p. 55]
See Annual Review Report.

5.3. B.C. Interior Centre: Peter Jackson [AR p. 53]
See Annual Review Report.

5.4. Alberta Centre: Bob Kochtubajda [AR p. 56]
See Annual Review Report.

5.5. Saskatchewan Centre: Ron Hopkinson [AR p. 57]
See Annual Review Report.

5.6. Winnipeg Centre: Patrick McCarthy [AR p. 59]
See Annual Review Report.

5.7. Toronto Centre: Amir Shabbar [AR p. 62]
See Annual Review Report.

5.8. Ottawa Centre: Dawn Conway [AR p. 64]
See Annual Review Report.

5.9. Centre de Montréal: Louis Lefavre [AR p. 67]
See Annual Review Report.

5.10. Centre de Québec: David Huard [AR p. 69]
See Annual Review Report.

5.11. Centre de Rimouski: Louis-Philippe Nadeau [AR p. 70]
See Annual Review Report.

5.12. New Brunswick Centre: William Ward [AR p. 70]
See Annual Review Report.

5.13. Halifax Centre: Jim Abraham [AR p. 71]
See Annual Review report.

5.14. Newfoundland & Labrador Centre: Fraser Davidson
No Annual Review Report.

Motion to receive all the reports from the Local Centres. (William Ward/Ron Hopkinson).
Carried.

6. Audited Financial Statements for 2019 (Att 6a/p.j.6b)

Amir Shabbar detailed the following points from the audited financial statements:

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- The audit was performed by WGP Professional Corporation Chartered Accountants in accordance with accounting standards for Not-For-Profit corporations. CMOS is also a registered charity.
- The CMOS Audit Committee reviewed the audit and financial statements and recommended acceptance
- The Assets and Liabilities page shows that CMOS overall assets have been reduced by about \$14,000 in comparison with 2018.
- Revenue
 - A main revenue is from members' dues, approx. \$47K
 - Congress 2019 was atypical as it was joint with CGU, managed by a professional firm (JPDL). CMOS' 15% share of the profits has resulted in \$75K to date, with additional funds in 2020.
 - Other review sources include: donations to designated funds totalled \$8K; received \$20K from the Department of Fisheries and Oceans to support CNC-SCOR (Canadian National Committee for Scientific Committee on Oceanic Research), \$40K from ECCC (Environment and Climate Change Canada) and royalties from Taylor and Francis (publishers of Atmosphere/Ocean)
- Expenses
 - Honoraria and Contracts for CMOS staff totalled \$120K
 - Overhead figure included the costs of a two-year contract with OLATECH (until May 2021) for use of the management software
 - Congress expenses for 2019 were reduced from 2018 as the CMOS did not manage the Congress.
 - CMOS staff costs were apportioned over CMOS activities. This done differently in 2019 as CMOS did not manage the Congress.
- CMOS Operations (revenues less expenses) resulted in a \$14K loss.
- Cashflow: in 2019 CMOS had to cash a mutual fund investment to deal with a cashflow shortage: normal Congress receipts were not in hand to cover expenses.
- Use of Designated Funds: only expenditures from the Scholarship Fund in 2019
- Balance Sheet showed:
 - Depreciation rates used in preparation of the Financial Statements
 - A deficit for the 2019, because not all anticipated revenue from the congress was received in time to be attributed to 2019,.
- Clarification of the purpose of the different designated funds was provided as follows:

- Development Fund covers costs for Teachers' Day, Projects Atmosphere and Ocean
- Daley Fund is only used for the Roger Daley Post-Doctoral Publication Award. Main contributor was Roger Daley's widow and the funds are to be used until exhaustion however the award is not presented every year.

Motion to approve the Audited Financial Statements for 2019. (Amir Shabbar/Marek Stastna). Carried.

7. Membership Code of Conduct (Att. 7a/p.j. 7b)

Kimberly Strong presented the Membership Code of Conduct for approval. She stated that its development included extensive consultation and legal review. The legal review also identified some suggested bylaw changes. Once the code of conduct has been approved it would take effect immediately and its enforcement and management would be detailed in procedures to be developed in time to be presented for approval during the next AGM.

Motion to approve the proposed Membership Code of Conduct (Paul Kushner, Diane Pendlebury). Carried.

8. Bylaw Amendments (Att./p.j. 8a,8b)

Gordon Griffith reviewed the proposed bylaw amendments as detailed in the meeting documentation, *8b-Bylaws Revision Details*.

Motion to approve the proposed Bylaw 2020 amendments. (Paul Kushner/Marie France Gauthier). Final vote was delayed by the following amendment focused on proposed changes to Bylaws Section 2 paragraphs (i) and (k) and the issue of CMOS Fellows.

Amendment Motion (Bob Jones/Barry Goodison): **Moved** that the proposed addition to Bylaw Section 2 paragraph (k) be amended to:

“Notwithstanding the foregoing, any Fellow found to be in violation of the Code of Conduct automatically ceases to be a Fellow”

Discussion points:

- The membership renewal process was described including at least two email reminders starting in the late fall. Bylaws allow a 90 day grace period until March 31st for membership renewal before being struck from the active membership role, Members accounts are never deleted from the database, only change status from “active” to “inactive” if membership dues remain unpaid.
- Concern was raised that members who have received recognition as a CMOS Fellow, could lose this recognition if the membership fees are not paid.

Vote on amendment motion: carried

Vote on original motion as amended: carried

Motion that the AGM asks the Fellows Committee to review and rationalize the Fellow category and recommend any changes to Council and subsequently the AGM, with legal review if deemed necessary (Fred Conway/Denis Bourque). Carried.

9. Budget for 2021 (Att/p.j. 9)

Amir Shabbar presented the budget for 2021, forecasting an \$11K surplus, and highlighted the following details:

- Revenues – An anticipated increase in the annual contribution agreement amount from Environment and Climate Change Canada from \$40K to \$50K
- Expenses – in view of the COVID situation, there is considerable uncertainty in items presented. Uncertain if the national tour speaker would happen in person, virtual or not at all.
- Atmosphere-Ocean – the Publications Committee has proposed an increase in the page charges to \$110/page. This was approved by Council but not reflected in the Budget, so that net revenue from Atmosphere-Ocean would be higher than projected.
- Bulletin – still hoping for an increase in advertising revenue
- Congress – situation quite uncertain for 2021.

Motion to approve the 2021 budget. (Amir Shabbar/Marek Stastna). Carried.

9.1. Membership Fees

- Amir Shabbar reviewed the existing membership fee structure and noted that no change is proposed this year.
- He noted that Wayne Richardson reviewed the fee for retired members in a report to the 2018 AGM, finding that the fee is reasonable compared to other societies.

9.2. Service Fees

- Amir Shabbar reviewed the existing service fees and noted that no change is proposed this year.

10. Appointment of Auditors for 2020: Gordon Griffith

Motion to continue with WGP Professional Corporation Chartered Accountants as the auditor for 2020. (Diane Pendlebury, Marie-France Gauthier). **Carried.**

11. Installation of Officers for 2020-2021 (AR. p 39)

Paul Kushner as Past President presented the report of the Nomination Committee. As there was only one nomination for each position, the proposed list of officers for 2020-2021 included in the report of the Nomination Committee was acclaimed. He asked the new Council members to activate their cameras so that the AGM attendees could see them.

Gordon Griffith noted that CMOS Bylaws have no provision for nominations from the floor of the AGM.

12. Approval of Fellows for 2020 (AR p 34)

Kimberly Strong presented the recommendations from the Fellows Committee, which included one proposal for CMOS Fellow.

Motion to approve the candidate as Fellow of the Society as recommended by the Fellows Committee. (Paul Kushner/Robert Nissen). Carried.

Peter L. Jackson expressed his appreciation and thanked the Fellows Committee for this very special recognition.

IT WAS ADDED THAT THE NAMES OF ALL FELLOWS AND ALL PRIZE AND AWARD WINNERS HAVE BEEN POSTED TO THE CMOS WEBSITE. NOMINATIONS ARE ENCOURAGED AND CAN BE MADE AT ANY TIME.

13. Location of current and future congresses: Kimberly Strong

2020 – Kimberly Strong reported on the Ottawa Congress

- Theme: Building Societal Resilience to Changing Weather, Climate, Oceans and Environment / Bâtir une résilience sociétale face aux changements de la météo, du climat, des océans et de l'environnement.
- She noted that due to the sudden development of the COVID pandemic, CMOS was forced to hold 2020 Congress as its first online, virtual Congress. There were 31 sessions with 180 presentations; 966 registered for this event, two thirds of whom were not CMOS members. She expressed thanks to the speakers, convenors and attendees, and also to the Local Arrangements Committee (LAC) and Scientific Program Committee (SPC) who did so much work transitioning from the original in-person planning to the virtual offering.

Everyone expressed thanks to the Ad Hoc Organizing Committee for the Virtual Congress: Kimberly Strong, Bruce Angle, Gordon McBean, Len Barrie, Paul Kushner, Marek Stastna, Mike Manore, Qing Liao (CMOS Office Manager), Chantal McCartin, and Gordon Griffith

2021 – Victoria

- David Fissel, Chair of the LAC, presented the Victoria Congress Poster during the AGM.
- David committed to build on the work of the Ottawa Congress, and to hold a congress with as many functions as possible, according to the public health circumstances of the time. A final decision, on how the congress will be organized, will be made in early 2021.

2022 – Saskatoon: joint with the Canadian Geophysical Union (CGU)

- Yanping Li, Chair of the LAC, will undertake to build on the work from the Ottawa and Victoria congresses. She advised that the dates are set and the venue reserved. Discussions over collaboration with the Eastern Snow Conference are underway; the Local Arrangements Committee is still seeking members.

2023 – TBD

- Kimberly Strong advised that there had been some discussion of Ottawa as site of this Congress, but nothing was confirmed.

14. Other Business

14.1. Review of Action Items: Paul Kushner

There were two action items from the 2019 AGM.

1. The draft Member Code of Conduct will be widely consulted on over the remainder of 2019 leading to a final version being presented at the CMOS AGM 2020 in Ottawa.

Closed.

2. With respect to the impact of waiving student membership fees since 2017, it was recommended to collect two more years of data to better inform a decision on whether or not to continue to waive the student membership fee.

Open: decision due at AGM 2021

14.2. Remembering our Members who have passed: Kimberly Strong

A list of members who passed over the preceding year was shown followed by a minute of silence.

15. Adjournment

Motion to adjourn. (Diane Pendlebury/Bob Jones). Carried.

Kimberly Strong thanked everyone for attending the meeting. AGM adjourned at 4:40 pm EDT.

APPENDIX 1

New Action Items from AGM-AGA Meeting

1. Ensure that Council completes the development of a management process for the CMOS Members' Code of Conduct by the end of calendar year 2020, for presentation to the 2021 AGM (Marek Stastna).
2. Review and rationalize the Fellow category and recommend any changes to Council and subsequently the AGM, with legal review if deemed necessary. (Fellows Committee).