

Minutes

Tuesday, June 22, 2021, 2 pm EDT

Virtual via WebEx

CMOS 2021 AGM was held following the Victoria virtual Congress, virtually by WebEx.

Members Participating: Aldona Wiacek, Alexandre Audette, Amir Shabbar, Andrew Grace, Ann McMillan, Barry Goodison, Bill Pugsley, Bill Thompson, Bob Jones, , Charles Anderson, Charles Paterson, Chris Jing, Christopher Poitras, David Fissel, Dawn Conway, Denis Bourque, Diane Pendlebury, Dominique Paquin, Douw Steyn, Émilie Bresson, Farida Dehghan, Felicia Kolonjari, Francis Zwiers, Fred Conway, Geoff Strong, , Haruki Hirasawa, Iain Russell, Ian Rutherford, Jim Abraham, Jim Christian, Jim Ptall, Jinyu Sheng, John Gilbert, Juliana Marini Marson, Ken Denman, Kim Strong, Laura Bianucci, Laura Blazejewski, Leonard Barrie, Leslie Welsh, Marek Stastna, Matthew Ladd, Milla Costa, Oscar Koren, Paul Kushner, Paul-André Bolduc, Peter Jackson, Qing Liao, Robert Sica, Ron Hopkinson, Serge Desjardins, Sheila Bourque, William Ward

Observers: Bronwyn Contini, Gordon Griffith

Quorum is 20; 53 members participated.

MEETING DOCUMENTS

1	CMOS AGM 2021 Draft Agenda	9.1	Proposed Membership Dues – 2022
3	CMOS Annual Review 2020	9a	Proposed Service Fees - 2022
6	CMOS 2020 Financial Statements	9b	CMOS Budget 2022 - AGM
7a	CMOS Strategic Plan 2021-2024	11	CMOS Nominating Committee Nominations for 2021-2022
7b	CMOS Implementation Plan 2021-2022	14.1	Membership Code of Conduct Process
8a	CMOS Bylaws 2021 Draft	14.2	Deceased Members
8b	Bylaws 2021 Revision Details		

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

Opening Remarks: President Marek Stastna called the meeting to order at 2:04 pm. He welcomed all participants and noted the presence of a quorum and Gordon Griffith described the rules of order.

1. ADOPTION OF AGENDA

Motion to adopt the agenda. (Dominique Paquin/Denis Bourque). Carried.

2. ADOPTION OF THE MINUTES OF THE 54TH AGM, JUNE 23, 2020, HELD VIRTUALLY: [ANNEX II, P. 83]

Motion to adopt the minutes. (Bill Pugsley/Jim Abraham). Carried.

3. ANNUAL REPORTS FROM THE EXECUTIVE

The reports were compiled in a pdf document and made available. Page numbers refer to the 2020 CMOS Annual Review.

3.1. PRESIDENT'S REPORT: MAREK STASTNA [AR P.1]

See Annual Review Report.

3.2. VICE-PRESIDENT'S REPORT: JIM ABRAHAM [AR P. 7]

See Annual Review Report.

3.3. PAST-PRESIDENT'S REPORT: KIMBERLY STRONG [AR P. 16]

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. 10]

See Annual Review Report.

3.6. RECORDING SECRETARY'S REPORT: ALEXANDRE AUDETTE [AR P. 16]

See Annual Review Report.

3.7. EXECUTIVE DIRECTOR'S REPORT: GORDON GRIFFITH [AR P. 17]

See Annual Review Report.

3.8. DIRECTOR OF PUBLICATIONS REPORT: DOUW STEYN [AR P. 42]

See Annual Review Report.

Motion to receive all the reports from the Executive. (Diane Pendlebury/Ron Hopkinson). Carried.

4. ANNUAL REPORTS FROM COMMITTEES, SIGS AND SOCIETY SUPPORT

4.1. ARCHIVIST: BOB JONES [AR P. 20]

See Annual Review Report.

4.2. WEBMASTER: FARIDA DEGHAN [AR P. 21]

See Annual Review Report.

4.3. ARCTIC SIG: [AR P. 21]

No Annual Review Report.

4.4. AVIATION SIG: [AR P.22]

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: HALEY ALCOCK [AR P.27]

See Annual Review Report.

4.9. CNC-SCOR: PAUL MYERS [AR P.29]

See Annual Review Report.

4.10. CONGRESS COMMITTEE: KIMBERLY STRONG [AR P.32]

See Annual Review Report.

4.11. EXTERNAL RELATIONS COMMITTEE: [AR P.34]

No Annual Review Report.

4.12. FELLOWS COMMITTEE: SUSAN WOODBURY [AR P.34]

See Annual Review Report.

4.13. FINANCE AND INVESTMENT COMMITTEE: AMIR SHABBAR [AR P. 35]

See Annual Review Report.

**4.14. CENTRE CHAIR & MEMBERSHIP COMMITTEE: JIM ABRAHAM [AR
P.36]**

See Annual Review Report.

4.15. NOMINATING COMMITTEE: KIMBERLY STRONG [AR P. 38]

See Annual Review Report.

4.16. PRIVATE SECTOR COMMITTEE: RICHARD BOUDREAU [AR P. 40]

No Annual Review Report.

4.17. PRIZES AND AWARDS COMMITTEE: TATJANA ROSS [AR P. 41]

See Annual Review Report.

4.18. PUBLICATIONS COMMITTEE: DOUW STEYN [AR P. 42]

See Annual Review Report.

**4.19. SCHOOL AND PUBLIC EDUCATION COMMITTEE: KAREN SMITH [AR
P.46]**

See Annual Review Report.

4.20. SCIENTIFIC COMMITTEE: CLARK RICHARDS [AR P. 47]

See Annual Review Report.

4.21. STUDENT COMMITTEE: CHRISTOPHER POITRAS [AR P.48]

See Annual Review Report.

4.22. UNIVERSITY AND PROFESSIONAL EDUCATION COMMITTEE: [AR P.50]

No Annual Review Report.

4.23. WEATHERCASTER ENDORSEMENT COMMITTEE: BRUCE RAMSAY [AR P.50]

See Annual Review Report.

Motion to receive all the reports from the Committees, SIGs and Society Support. (Dow Steyn/Dominique Paquin). Carried.

5. ANNUAL REPORTS FROM LOCAL CENTRES

5.1. VANCOUVER ISLAND CENTRE: MATTHEW ASPLIN [AR P. 52]

See Annual Review Report.

5.2. B.C. LOWER MAINLAND CENTRE: CINDY YU [AR P. 56]

See Annual Review Report.

5.3. B.C. INTERIOR CENTRE: PETER JACKSON [AR P. 54]

See Annual Review Report.

5.4. ALBERTA CENTRE: BOB KOCHTUBAJDA [AR P. 57]

See Annual Review Report.

5.5. SASKATCHEWAN CENTRE: RON HOPKINSON [AR P. 58]

See Annual Review Report.

5.6. WINNIPEG CENTRE: PATRICK MCCARTHY [AR P. 60]

See Annual Review Report.

5.7. TORONTO CENTRE: AMIR SHABBAR [AR P. 63]

See Annual Review Report.

5.8. OTTAWA CENTRE: BARRY GOODISON [AR P. 65]

See Annual Review Report.

5.9. CENTRE DE MONTRÉAL: ÉMILE BRESSON [AR P. 68]

See Annual Review Report.

5.10. CENTRE DE QUÉBEC: DAVID HUARD [AR P. 71]

See Annual Review Report.

5.11. CENTRE DE RIMOUSKI: LOUIS-PHILIPPE NADEAU [AR P. 72]

See Annual Review Report.

5.12. NEW BRUNSWICK CENTRE: WILLIAM WARD [AR P. 72]

See Annual Review Report.

5.13. HALIFAX CENTRE: SHANNON NUDDS [AR P. 73]

See Annual Review report.

5.14. NEWFOUNDLAND & LABRADOR CENTRE: [AR P.75]

No Annual Review Report.

Motion to receive all the reports from the Local Centres. (Christopher Poitras/Dawn Conway). Carried.

6. AUDITED FINANCIAL STATEMENTS FOR 2020 (ATT 6/P.J.6)

Amir Shabbar reviewed the audited financial statements and made comments:

- The audit was performed once again by WGP Professional Corporation Chartered Accountants in accordance with accounting standards for Not-For-Profit corporations.
- Assets and Liabilities – the statement of Financial position showed that CMOS overall assets had increased by about \$32,000 in comparison with the 2019 largely due to the Federal Government assistance programs, specifically the Canada emergency wage subsidy and the Canadian Emergency Business Account (CEBA). A portion of the CEBA loan (\$40K) is payable and thus detailed as a liability.
- Revenue – the following are a few highlights from the revenue statement:
 - membership dues (approx. \$49K) was up slightly compared to 2019 (approx.. \$47K).
 - Reported Congress revenue was entirely from the final payout for the IUGG 2019 conference only received in January 2020.
 - Donations to designated funds and CMOS general fund (\$11,5K) increased significantly over 2019 (\$8.8K).

- Expenses
 - Honoraria and contracts for CMOS staff totalled \$109K, lower compared to 2019 (\$120K) due to the fact that a portion of this expense is budgeted for in a typical congress budget. 2019 was not a typical congress (IUGG).
 - Congress expenses for 2020 were \$29K and included the typical portion of the honoraria and contracts and credit card processing fees. Expenses for hotel reservations were reimbursed to CMOS after the cancellation of the in-person Ottawa Congress.
 - Total expenses were about \$293K, approx. \$29K less than in 2019.
- CMOS Operations (revenues less expenses) resulted in a \$6K loss.
- Designated Funds: Revenue from Donations and investment interest (\$7.8K) and only expenses are awarding scholarships (\$17.5K) resulting in the Designated Funds balance being reduced by \$9.7K.

Questions/Comments:

- In the Annual Review, the Centre reports include individual detailed financial reports. The addition of all reported Centre account balances results in approx. \$110K. Should these funds be reported as assets of CMOS? Following a brief discussion, the following action was recorded:

Action: Council, through the Executive Director, will ask the opinion of the auditor how the assets held by the CMOS Centres should be reported or not in the annual audited financial statements. (see appendix 1).

Motion to approve the Audited Financial Statements for 2020. (Amir Shabbar/Diane Pendlebury). Carried.

7. STRATEGIC PLAN 2021-2024 (ATT. 7A/P.J. 7B)

Marek Stastna presented the strategic plan for 2021-2024 and the Implementation Plan for 2021-2022 for information.

- CMOS used the services of Institute of Governance (IOG) to review the governance of CMOS by making use of the emergency funds provided by the government to non-profits. The review identified a number of recommendations that have been incorporated in the strategic plan and the accompanying implementation plan.
- The strategic plan went through a few rounds of consultation with the members in both official languages and was discussed extensively with CMOS Council.

- The strategic plan and the implementation plan are both available on the CMOS website.

8. BYLAW MODIFICATIONS (ATT./P.J. 8A,8B)

Gordon Griffith reviewed the proposed bylaw modifications as detailed in the meeting documentation, *8b-Bylaws Revision Details*. The modifications were mostly a result of the review by the IOG. Clarification was provided during the follow-up discussion that the removal of the scholarship details from the by-laws and placing in a policy document was purely to assist in future management of the scholarships by the CMOS Scientific Committee and not intended to eliminate any scholarships.

Motion to approve the proposed Bylaw 2021 modifications as presented. (Douw Steyn/David Fissel), carried.

9. BUDGET FOR 2022 (ATT/P.J. 9)

9.1. MEMBERSHIP FEES

Amir Shabbar described the proposed increase in membership fees as described in att. 9.1.

During discussion it was clarified that the proposed increase was needed to balance the proposed budget for 2022 and it was further clarified that the last fee increase was in 2019. Concern was raised that increases in membership fees could result in fewer members renewing their membership.

Motion to increase the membership dues as described in att. 9.1 (Amir Shabbar/Dawn Conway). Carried.

9.2. SERVICE FEES

Amir Shabbar presented the proposed service fees for 2022 as described in att. 9.2.

Motion to approve the service fees for 2022 as described in att. 9.2. (Amir Shabbar/Ron Hopkinson).

9.3. 2022 BUDGET

Amir Shabbar presented the 2022 budget expecting a surplus of \$4,8K. He highlighted the following details:

- Executive Director salary increase due to additional day per week being to the role.
- Olatech software service contract: \$21K (increase from last year).
- Tour speaker expense reduced to an honorarium of \$500 (from \$9K) after a successful virtual tour in 2021.

- Annual contribution agreement from Environment and Climate Change Canada (ECCC) of \$50K
- Atmosphere-Ocean is typically a revenue generator offering \$25K annually.
- CMOS Bulletin typically runs at a loss each year, approx. \$10K
- Annual Congress is also expected a revenue generator for the annual budget with an expected \$50K

The following comments/questions were discussed:

- The Atmosphere-Related Research in Canadian Universities Special Interest Group (ARRCU - SIG) did not to ask for funds from CMOS for 2022, thus the \$1,000 budgeted could be zeroed out.
- Jim Abraham explained the involvement of CMOS with the World Meteorological Organization (WMO) and ECCC to assist in organizing the final summit of the Year of Polar Prediction (YOPP) in May 2022.
- Consider offering the tour speaker in 2022 as in-person events through the CMOS Centres. It was suggested to engage with the Centre Chairs and Membership Committee on this topic.

Action: Discuss the idea of keeping the tour speaker virtual or organizing in-person sessions for 2022 at a future meeting of the Centre Chairs and Membership Committee. (See Appendix 1)

- The actual figures for 2020 will be added to the budget spreadsheet document as soon as possible.

Motion to accept the budget for 2022 (Amir Shabbar/Oscar Koren). **Carried.**

10. APPOINTMENT OF AUDITORS FOR 2021: GORDON GRIFFITH

Motion to continue with WGP Professional Corporation Chartered Accountants as the auditor for 2021. (Jim Abraham/Kimberly Strong). **Carried.**

11. INSTALLATION OF OFFICERS FOR 2021-2022 (AR. P 39)

Kimberly Strong 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 2021-2022 included in the report of the Nomination Committee was acclaimed.

12. APPROVAL OF FELLOWS FOR 2021 (AR P 34)

Marek Stastna presented the recommendations from the Fellows Committee, including three CMOS Fellow nominations and one Honorary CMOS Fellow.

Motion to approve the candidates as Fellows and Honorary Fellow of the Society as recommended by the Fellows Committee. (Denis Bourque/Laura Bianucci). **Carried.**

13. LOCATION OF FUTURE CONGRESSES: MAREK STASTNA

2021 –Victoria Congress

- Marek Stastna noted the success of the 2021 Victoria Congress and mentioned the success of the bulk rate offered to ECCC employees.

2022 – Saskatoon: joint with the Canadian Geophysical Union (CGU) and the Eastern Snow Conference (ESC)

- Theme: Science serving society.

2023 – Virtual:

- The 2023 Congress will be virtual again.
- The idea is that a few small centres will have a joint effort organizing this meeting.

14. OTHER BUSINESS

14.1. REVIEW OF ACTION ITEMS: MAREK STASTNA

There were two action items forwarded from the 2020 AGM.

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.

Open/update: This was presented during the AGM and it was decided that this will require a formal council vote to approve the management process for the CMOS Members' Code of Conduct.

2. Review and rationalize the Fellow category and recommend any changes to Council and subsequently the AGM, with legal review if deemed necessary.

Open/update: Extensive discussion about this with the Fellows committee. It was recommended that CMOS ensure renewal of its participants and volunteers on committees on a regular basis and not be too rigid when giving people awards and fellowships.

14.2. REMEMBERING OUR MEMBERS WHO HAVE PASSED: MAREK STASTNA

A list of members who passed during the year was presented. The AGM had a minute of silence.

15. ADJOURNMENT

Motion to adjourn. (Amir Shabbar/Dawn Conway). Carried.

Marek Stastna thanked everyone for attending the meeting. AGM adjourned at 4:19 pm EDT.

APPENDIX 1

New Action Items from AGM-AGA Meeting

1. Council, through the Executive Director, will ask the opinion of the auditor how the assets held by the CMOS Centres should be reported or not in the annual audited financial statements.
2. Discuss the idea of keeping the tour speaker virtual or organizing in-person sessions for 2022 at a future meeting of the Centre Chairs and Membership Committee.
3. (2020) - 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.

Open/update: This was presented during the AGM and it was decided that this will require a formal council vote to approve the management process for the CMOS Members' Code of Conduct.

4. (2020) - Review and rationalize the Fellow category and recommend any changes to Council and subsequently the AGM, with legal review if deemed necessary.

Open/update: Extensive discussion about this with the Fellows committee. It was recommended that CMOS ensure renewal of its participants and volunteers on committees on a regular basis and not be too rigid when giving people awards and fellowships.