

## Minutes

### Thursday, 18-June-2020, 12 pm EDT

**Attending/ présent :**

President	Kim Strong(KS)	√	Councillor-at-large	Robert Sica(RS)	√
Vice-President	Marek Stastna(MS)	√	Councillor-at-large	Iain Russell(IR)	√
Past-President	Paul Kushner(PK)	√	Councillor-at-large	Aldona Wiacek(AW)	
Rec. Secretary	Fred Conway(FC)	√	Councillor-at-large	Felicia Kolonjari(FK)	regrets
Corresp Secretary	Diane Pendlebury(DPe)		Councillor-at-large	Laura Bianucci(LB)	√
Treasurer	Amir Shabbar (AS)	√	Councillor-at-large	Bruce Sutherland(BS)	
Councillor-at-large Dir. of Publications	Douw Steyn (DS)	√	Executive Director	Gordon Griffith(GG)	√
Councillor-at-large SC co-chair	Timothy Merlis(TM)		LAC 2020	Bruce Angle (BA)	
Councillor-at-large SC co-chair	Clark Richards(CR)		LAC 2021	David Fissel (DF)	√
Observer	Alexandre Audette	√	LAC 2022	Yanping Li (YL)	√
Observer	Jim Abraham	√	Observer	Chris Poitras	√
Observer	Dominique Paquin	√			

#### Agenda Attachments /Pièces jointes à l'ordre du jour

1	Agenda_CMOS_Council_5_SCMO_2020-05-21	7c	Dir_Exec_Activity Report_CMOS_Council_5-2020-05-21
2	Draft Minutes_CMOS_Council_4_2020-03-26-rev2	7d	Treasurer_Activity Report_CMOS_Council_5-2020-05-21
4	Audit Committee Report-2019	7f	CorSec_Activity Report_CMOS_Council_5-2020-05-21
4a	CMOS Financial Statements-2019	7g	Past_Pres_Activity Report_CMOS_Council_5-2020-05-21
4b	Draft CMOS 2020-21 Budget	7h	Dir_Pub_Activity Report_CMOS_Council_5-2020-05-21 - updated
7a	Pres_Activity Report_CMOS_Council_5-2020-05-21 - updated	10-1	Action Items for CMOS-Council_5_2020-05-21
7b	Vice-Pres_Activity Report_CMOS_Executive_3-2020-05-21		

#### Attachments to Minutes/Pièces jointes au Procès verbal

11	New Action Items from Council-5	12	Updated Outstanding Action Items from Council-5
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**Acronyms Used :**

A/O	CMOS journal Atmosphere Ocean
CCMC	CMOS Centre Chair and Membership Committee
ISAS	Institute for Space and Atmospheric Science, University of Saskatchewan
LAC	Local Arrangements Committee

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SC	CMOS Scientific Committee
CGU	Canadian Geophysical Union
ECCC/MSC	Environment and Climate Change Canada/Meteorological Service of Canada
DFO	Federal Department of Fisheries and Ocean
SCOR	Scientific Committee on Ocean Research
ARCCU	CMOS Significant Interest Group – Atmospheric Research Coordination at Canadian Universities

President Kim Strong called the meeting to order at 12:10 pm. Council\_5 has been adjourned on 12-May until 18-June to allow completion of Financial Statements scheduled for approval at the meeting.

Kim opened the meeting with some remarks. She thanked Paul Kushner, Fred Conway, and Bob Sica for their services since this was to be their last Council meeting; thanked Douw Steyn for his services to Council, noting that he is continuing as Publications Director; and introduced observers (up for election to Council at the upcoming AGM) – Jim Abraham, Chris Poitras, Dominique Paquin, and Alexandre Audette.

1.	<b>Approval of Agenda / Adoption de l'ordre du jour.</b> Motion to adopt . (MS/AS). Carried.
2.	<b>Minutes of Council Meeting #5a/Procès-verbal de la réunion du Conseil #5a</b> (first portion of proceedings of Council 5). FC note that the minutes presented were an early version of the minutes, and noted the later revisions made as an amendment to the document. Approval of minutes as amended moved by FC, seconded LB. Carried.
3.	<b>Congress and Congress Committee Update / Mise à jour du Congrès et des comités du Congrès</b>
3(a)	<p><b>CMOS 2020 Ottawa</b> (LAC Bruce Angle was not present).  <b>KS :</b></p> <ul style="list-style-type: none"> <li>• Virtual (online) Congress: <ul style="list-style-type: none"> <li>○ Planning group (KS, BA, Gord McBean, Len Barrie, PK, MS, Mike Manore, Qing Liao (CMOS Office Manager), Chantal McCartin, GG) had a debrief teleconference meeting on Monday. The experiment is deemed a success</li> <li>○ 968 registered, 658 of whom were not CMOS members</li> <li>○ KS will send an update note to registrants, asking for completion of an online survey (link on CMOS website)</li> <li>○ MS will contact convenors for feedback</li> <li>○ Survey results will be released – to be contained in the annual Congress report</li> <li>○ KS noted that the planned fall session is still in the works. BA is to provide a proposal to the Executive re funding needs.</li> </ul> </li> </ul> <p><b>New Action Item C5.1</b> – KS,MS to complete assessment of virtual Congress for inclusion in the official Congress report.  KS noted that DF was present at the teleconference debrief, to gather information to inform planning of Congress 2021.</p>
3(b)	<p><b>CMOS 2021 Victoria</b>  <b>DF:</b></p> <ul style="list-style-type: none"> <li>• No written addition to report presented to Council 5a</li> <li>• LAC currently planning an online Congress, based on the Ottawa experience. Will learn from the Ottawa online Congress survey, the Ottawa LAC, and other meetings.</li> <li>• Plan for as “normal” a Congress as possible: 60-70 ninety minute sessions, awards, exhibits, an education day, business meetings, media coverage with a media liaison. Congress will include Oceans Day; social meetings to allow networking and a townhall</li> </ul>

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	<p>will also be included. In addition, the environmental impacts of an online Congress (as compared the 2018 Halifax Congress) will be assessed.</p> <ul style="list-style-type: none"> <li>• A detailed plan with financial projections will be prepared for review by August. Thereafter planning will turn to the concept of a “hybrid” (in person/virtual) version.</li> <li>• A decision will be made in Jan-Feb 2021 as to how to proceed with the Congress (online, hybrid ..)</li> <li>• DF noted that, in view of the COVID situation, the Victoria Convention Centre had waived all further deposits until the situation is clearer, possibly at the end of the calendar year. No CMOS payments are due and contract status not clear.</li> </ul>
3(c)	<p><b>CMOS/CGU 2022 Saskatoon</b>  <b>YL:</b></p> <ul style="list-style-type: none"> <li>• Andrew Ireson of CGU is co-chair. Now have 7-8 people on LAC, but want more. Hoping for at least one member from ISAS.</li> <li>• Working with Eastern Snow Conference about possible joint conference. U of Saskatchewan is chair of Snow Conference, which normally has ~60 attendees. Issue is revenue sharing.</li> <li>• Still working on theme, which will be related to water and water security.</li> </ul>
4	<p><b>Approvals for end of operating year/Approbations pour la fin de l’année fiscale</b></p>
4a	<p><i>Audited Financial Statements/Etats financiers audités – Attachment/pj #4, #4a</i></p> <p><b>AS</b> reviewed the Statements and made a number of comments:</p> <ul style="list-style-type: none"> <li>• completion of Statements was delayed due to need for further information re IUGG/Congress 2019 from JPD (IUGG 2019 organizer). The Statements and subsequent meeting of the Audit Committee were completed on Monday 15-June.</li> <li>• CMOS could still receive a further \$37K from JPD pending their own audit, these \$ are not noted in the CMOS Statements</li> <li>• Statements reflect a \$40K grant from ECCC/MSC, \$40K in kind from DFO for office space etc, and a \$20K grant from DFO for SCOR activities. (<b>GG</b>: \$10K to Private Sector Committee covers the cost of the directory.)</li> <li>• CMOS received \$8K in donations: important for justification of Society’s charitable status with the Canada Revenue Agency.</li> <li>• The 2019 Congress was quite profitable for CMOS</li> <li>• In 2019 CMOS did have to sell some mutual funds. This was due to the unusual Congress arrangements: there was no cash inflow from Congress registrations etc which created a cash flow problem.</li> <li>• Overall, CMOS still suffered a deficit of \$14K. Expenses are up but revenues are overall level.</li> </ul> <p><b>KS:</b> CMOS should do better in obtaining donations  <b>PK:</b> important to note financial success of Congress 2019 in view of pushback received on this cooperative effort with IUGG. CMOS should look on International Conferences as opportunities, though would need to work more on CMOS profile at cooperative events than happened with IUGG in 2019.</p> <p><b>Olatech Contract</b></p> <ul style="list-style-type: none"> <li>• <b>AS:</b> cost of this contract is contained under “Overhead Services”. 2-year contract ends in July 2021. CMOS has seen limited progress in this service contract – only a beta version of a new website.</li> </ul>

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	<ul style="list-style-type: none"> <li>• <b>PK:</b> the contract should be reviewed. CMOS sought a number of specific improvements re Congress operations: have not seen benefits.</li> </ul> <p><b>MS:</b> Statements show Centres receive few \$ compared to other budget items, some of which cover clunky CMOS utilities. Members need <b>real</b> value, not apparent value.</p> <p><b>KS:</b> most attendees at the virtual Congress were not CMOS members: they evidently do not see the value of membership.</p> <p><b>MS:</b> EGU Conference abstract fee includes a 1-year membership.</p> <p><b>AS:</b> one year CMOS included 1-year membership with Congress fee – success of experiment unknown.</p> <p><b>Moved</b> by AS, seconded MS that Council accepts the report of the Audit Committee, its recommendations, and the 2019 Financial Statements, to be considered by the AGM.</p> <p>Passed</p>
4b	<p><b>Budget 2021 att/pj 4b</b></p> <p><b>AS</b> reviewed the budget, made comments and handled questions:</p> <p><b>Society Operations</b></p> <p><b>AS</b> comments:</p> <ul style="list-style-type: none"> <li>• Memberships: number of student memberships growing, but not clear that CMOS is tracking when these members cease to be students. <ul style="list-style-type: none"> <li>○ <b>KS:</b> a change was made to the renewal form, requiring signoff by a professor</li> </ul> </li> <li>• Budget proposes to change in due structure</li> <li>• An increase of the ECCC-MSc grant from \$40K to \$50K has been requested – still in discussion</li> <li>• Costs for Touring Speaker may be lower than estimated, in view of COVID situation.</li> <li>• Budget projects an operations deficit.</li> </ul> <p><b>PK:</b> identified budget for ARCCU high – this SIG is only requesting \$1K</p> <p><b>MS:</b> operating budget does not show any increase in staff costs</p> <p><b>AS:</b> staff costs are distributed over different CMOS activities, and are increasing overall.</p> <p><b>Atmosphere/Ocean</b></p> <p><b>AS:</b> A/O is a source of revenue for the society. A possible increase to budgeted A/O page charges is on the agenda</p> <p><b>Bulletin</b></p> <p><b>AS:</b> the bulletin is a cost item for CMOS. Need to increase advertising revenue</p> <p><b>New Action Item C5.2:</b> GG to clarify items included in “Bulletin Renewal-Online”</p> <p>Congress</p> <p><b>AS:</b> in view of COVID situation, there is a high level of uncertainty in projected Congress budget</p> <p><b>DF:</b> LAC hopes to have better estimates in the fall. Considering U of Victoria (UVic) as venue, but would have to fit with University research priorities. If University agreed to host and offered to cover internet costs, could have positive outcome.</p> <p><b>RS:</b> CASA (Center for Astrophysics and Space Astronomy) recently met at UVic, could check their experience.</p> <p><b>KS:</b> some possibilities for revenue even if Congress is virtual, though a hybrid format would be difficult</p> <p><b>Budget Summary</b></p> <p><b>AS:</b> projecting a small overall budget surplus, but could be optimistic. (GG: The relevant attachment sheet does not show 2019 actuals.)</p>

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	<p><b>FC:</b> discussing 2021 Budget, not 2020 Budget approved at last AGM, but in view of COVID situation, should be prepared to update AGM on current status.</p> <p><b>GG:</b> Society is okay financially. Have applied for a Canada COVID business loan of \$40K (interest free and only \$30K repayable on due date of 31-Dec-2022). Also looking at Canada COVID wage subsidy for Office Manager.</p> <p><b>Moved</b> by AS, PK: that Council approves the draft 2021 Budget for presentation to the AGM</p>
5	<b>A-O Items/Affaires A-O</b>
5a	<p><b>Proposed Page Charge Increase/ Augmentation proposée des frais de page</b></p> <p><b>DS :</b> outcome from recent meeting of publications committee (att/p.j #7h)</p> <ul style="list-style-type: none"> <li>• A-O as open access journal. Based on Taylor&amp;Francis (publisher) advice, committee dropped the idea. Average per article charge to author would have to double from \$1500 to \$3000.</li> <li>• Page Charges : committee proposes staged increases : immediately from \$100 to \$110, and to \$120 in a year or two.</li> </ul> <p><b>DS :</b> history of page charges : 2004-\$85/page, 2008-\$115, 2013-\$100.</p> <p><b>MS :</b> need an increase to reflect inflation</p> <p><b>RS :</b> why increase page charges to members when current charges cover costs? Why is A-O a revenue vehicle for CMOS.</p> <p><b>DS :</b> not all authors are CMOS members. CMOS needs revenue, and higher page charges only likely to decrease submission of poorer papers. In past, CMOS did try to get more international papers : not successful as got larger volume of poorer papers. Editorial Board now considers A-O to be a Canadian journal for Canadian authors.</p> <p><b>RS :</b> could charge more for poorer papers requiring more editorial work?</p> <p><b>DS :</b> idea raises ethical issues. Would rather not have the submission.</p> <p><b>Moved</b> by DS, seconded FC, that A-O page charges be increased to \$110/page effective immediately (for all submissions after today). Passed.</p> <p><b>Moved</b> by DS, seconded FC, that Council review the page charges prior to the 2021 AGM with a view to a further increase to \$120/page.</p>
6.	<p><b>ECO Canada joint labour market study</b></p> <p><b>GG:</b> will defer item to a later meeting in view of the time.</p>
7.	<b>Executive Reports / Rapports executives</b>
7a	<p><i>President / Président, - Attachment/p.j.#7a – updated from Council_5a</i></p> <p>KS highlighted some items in her report (also has message in Bulletin)</p> <ul style="list-style-type: none"> <li>• Thanked everyone who helped with the virtual Congress</li> <li>• Expressed need for better CMOS Communications, including the creation of a CMOS Communications Working Group.</li> </ul> <p>Noted the important CMOS Statement on Racism, already published in the Bulletin and expressed need for more CMOS work on anti-racism, equity, diversity, and inclusion (EDI)</p>
7b	<p><i>Vice President / Vice-président, - Att/p.j. 7b</i></p> <p><b>MS:</b></p> <ul style="list-style-type: none"> <li>• nil to add to report</li> <li>• thanked Kim for all her hard work</li> <li>• noted his membership of the EDI Committee of the University of Waterloo</li> <li>• expressed discontent with how the University is dealing with students, particularly graduate students finding no work in view of the COVID situation.</li> </ul>

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7c	<i>Executive Director / Directeur exécutif – Att/p.j. 7c</i> GG: nil to add to report FC: report refers to CMOS Executive Update. The terminology is not correct since the meeting is limited to only an inner group of the executive.																												
7d	<i>Treasurer / Trésorière - Att/p.j. 7d</i> AS noted his comments re Congress financial items in that report MS wondered at the value of the proposed fall session of the Ottawa Congress																												
7f	<i>Corresponding Secretary/Secrétaire de correspondance-Att/p.j. #7f</i> DPe was not present; there was no update to the report presented at Council-5a and so no new members to approve.																												
7g	<i>Past President / Président sortant – Att/p.j.#7g</i> PK thanked all participants for their hard work.																												
7h	<i>Director of Publications / Directeur des publications – Att/p.j. #7h – nil to add to report</i>																												
8	<b>Cycle of Activities / cycle d'activités – item dropped</b>																												
9.	<b>Review of Action Items / examen des éléments d'action – item dropped</b>																												
10.	<b>Other Business -10.1 Fellows Membership Status (Att/p.j. 10.1)</b> KS reviewed the submission by Denis Bourque, raising concerns about the proposed bylaw change clarifying that CMOS Fellows are required to maintain membership to be considered Fellows. PK noted that the submission was late, and expressed concern about complicating adoption of the Code of Conduct. KS noted that this specific change was only a clarification of existing provisions, suggested by legal advice, and suggested that there was no need to modify the proposed changes. <b>Moved</b> by FC, seconded DS that Council refer the submission to the AGM with recommendation that the matter be referred to the Fellows Committee to consider and make recommendations to Council.																												
11.	<p><b>Upcoming meetings</b> KS noted the proposed dates for upcoming meetings; any concerns to GG <b>Upcoming Meetings 2020-2021 / réunions à venir 2020-2021</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Executive Committee</th> <th style="width: 33%;">Centre Chair &amp; Membership Committee</th> <th style="width: 33%;">Council</th> </tr> </thead> <tbody> <tr> <td><b>Thursday</b></td> <td><b>Thursday</b></td> <td><b>Thursday</b></td> </tr> <tr> <td></td> <td>----</td> <td>-----</td> </tr> <tr> <td>August 20</td> <td>September 10</td> <td>September 17</td> </tr> <tr> <td>October 15</td> <td>November 05</td> <td>November 12</td> </tr> <tr> <td>December 10</td> <td>January 07 2021</td> <td>January 14</td> </tr> <tr> <td>February 11</td> <td>March 03</td> <td>March 24</td> </tr> <tr> <td>April 14</td> <td>June 6 (Sunday)</td> <td>June 6 (Sunday)</td> </tr> <tr> <td></td> <td></td> <td>AGM June 7</td> </tr> </tbody> </table>		Executive Committee	Centre Chair & Membership Committee	Council	<b>Thursday</b>	<b>Thursday</b>	<b>Thursday</b>		----	-----	August 20	September 10	September 17	October 15	November 05	November 12	December 10	January 07 2021	January 14	February 11	March 03	March 24	April 14	June 6 (Sunday)	June 6 (Sunday)			AGM June 7
Executive Committee	Centre Chair & Membership Committee	Council																											
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		AGM June 7																											
12	<b>Adjournment / ajournement</b> Adjournement moved by FC, seconded DS. Meeting adjourned at 1:50 pm																												

**CMOS Council 2019-20 Meeting #5b 2020-06-18**  
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**Attachment 11**

**Action Items from CMOS Council-5**

<b>C5.1</b>	KS,MS	complete assessment of virtual Congress for inclusion in the official Congress report.	
<b>C5.2</b>	GG	GG to clarify items included in "Bulletin Renewal-Online" Congress	

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**Attachment 12 – Outstanding Action Items from CMOS Council-5**  
**(Year is 2019-20 unless specified)**

<b>E5.1</b>	Exec	Discuss with Ottawa SPC possible format of online Congress sessions other than plenary	Closed
<b>E5.2</b>	BA	Ottawa LAC to submit cost proposal for Ottawa Plenary session to Council	Open
<b>E5.3</b>	BA	Ottawa LAC contact Awards coordinator re Awards Ceremony.	Closed
<b>E5.4</b>	GG	Provide link to beta version of new CMOS website to Executive	Done
<b>E5.5</b>	GG	Arrange schedule of online CMOS business meetings with committee chairs, for week of 25-May or 1-June	Closed
<b>C4.2</b>	GG	discuss with Olotech required changes to website re donations.	Open
<b>E4.3</b>	AS	Investigate feasibility of assuring that all charitable donations to society are segregated.	Closed at C4 with C4.2
<b>C3.7</b>	GG/AS	Explore logistics and costs of suggested new Signing Authority Procedure and report to Exec	CIBC Forms being signed
<b>C3.1</b>	GG	Consider wording for a multi-year or stronger automatic renewal arrangement for future personal service contracts.	Open
<b>E2.4</b>	GG	Complete review process for CMOS Membership Code of Conduct.	Closed
<b>E2.7</b>	GG	Take lead in collection of bios of CMOS Councillors for posting on CMOS website.	Progress. Lead with GG Missing: Tim, Clark, Diane, Felicia and Laura
<b>E1.3</b>	GG	Update CMOS reference about its charitable status on CRA website when annual report on CMOS charitable status is done (spring 2020).	Open. Discussed at E4
<b>2018-19AGM.2</b>	Exec	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. (Executive Committee).	Open



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<b>2018-19E3.3</b>	GG	Conduct a review of the three existing MOUs (RMS, AMS and CGU) will be done to ensure they are kept current and that members of each society can take advantage of the intent of the MOUs with ease. (for example, easily obtaining associate membership with the other societies.)	Update at C4: <b>RMS</b> – awaiting return of signed version from RMS <b>AMS</b> – done and posted on website <b>CGU</b> – under review <b>AMOS</b> – done and posted.
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