

**CMOS Council 2021-2022 Meeting #5 2022-05-24**  
**Procès-verbal du conseil d'administration de la SCMO 2021-2022 Réunion #5 24-05-2022**

**Minutes**  
**Tuesday, 24-May-2022, 2 pm EDT**

**Attendance:**

**Members:**

<b>President</b>	<b>Jim Abraham (JA)</b>	√	<b>Past President</b>	<b>Marek Stastna (MS)</b>	<b>x</b>
<b>Vice-President</b>	<b>Serge Desjardins (SD)</b>	√	<b>Treasurer</b>	<b>Jinyu Sheng (JS)</b>	√
<b>Councillor</b>	<b>Emily MacPherson (EM)</b>	<b>x</b>	<b>Councillor</b>	<b>Aldona Wiacek (AW)</b>	√
<b>Councillor</b>	<b>Bruce Sutherland (BS)</b>	<b>x</b>	<b>Councillor</b>	<b>Dominique Paquin (DP)</b>	√
<b>Councillor</b>	<b>Christopher Poitras (CP)</b>	<b>x</b>	<b>Councillor</b>	<b>Felicia Kolonjari (FK)</b>	<b>X</b>
<b>Councillor</b>	<b>Iain Russell (IR)</b>	√	<b>Councillor</b>	<b>Laura Bianucci (LB)</b>	√
<b>Councillor</b>	<b>Clark Richards (CR)</b>	<b>x</b>	<b>Councillor</b>	<b>Abdoulaye Harou (AH)</b>	<b>x</b>
<b>Executive Director &amp; Secretary (ex officio)</b>			<b>Gordon Griffith (GG)</b>		

(Quorum = four voting members plus the President or Vice-President)

Current meeting: Six voting members plus President = Quorum

**Observers:**

<b>Congress 2022 SPC</b>	<b>Francis Zwiers (FZ)</b>	√	<b>Future Councillor</b>	<b>Ada Loewen (AL)</b>	√
<b>Congress 2022 LAC</b>	<b>Yanping Li (YL)</b>	√			

**Agenda & Attachments**

1	Agenda_CMOS_Council_5_SCMO_2022-05-24	7b	CMOS Implementation Plan 2021-2022 – 2022-05-15 update
3a	Draft Minutes_CMOS_Council_4_2022-03-29	7c	CMOS Strategic Plan 2021-2024
3b	Pres_Activities Report_CMOS_Council_2021-2022_Meeting_5	7c	SCMO – Plan strategique 2021-2024
4	Council-Executive-CC – Action Items – 2022-05-16		
5a	LAC report to CMOS Council_24May2022		

**Attachments to Minutes**

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**Acronyms Used:**

ARRCU	Atmosphere-Related Research in Canadian Universities
CGU	Canadian Geophysical Union
CNC-SCOR	Canadian National Committee – Scientific Committee on Oceanic Research
CWRA	Canadian Water Resources Association
ECCC	Environment and Climate Change Canada
EDI	Equity, Diversity and Inclusivity
LAC	Local Arrangements Committee
SIG	special interest group
SPC	Scientific Program Committee

<b>1.</b>	<b>Welcome and Introductions</b>
	(JA) welcomed everyone to meeting #5 of the CMOS Council 2021-2022. In particular he welcomed Ada Loewen as an observer and a future Councillor and future chair of the National Students Committee. Everyone introduced themselves.

<p>2.</p>	<p><b>Approval of Agenda</b></p> <p>The following agenda items were deferred to the next Council meeting:</p> <ul style="list-style-type: none"> <li>• 6a) AGM 2022 Agenda</li> <li>• 7d) Draft Budget 2023</li> <li>• 7e) Publications Strategy</li> </ul> <p>Since the AGM is scheduled for June 22, 2022, an additional Council meeting will be required to make final approvals on a number of items including audited financial statements, budget 2023, and recommended slate of elected officers for 2022-2023.</p> <p><b>Motion:</b> To approve the agenda as amended. – SD/DP – Passed</p>
<p>3.</p>	<p><b>Approval of Consent Agenda</b></p> <p>The consent agenda only included the draft minutes from Council meeting #4 and the President's report.</p> <p><b>Motion:</b> To approve the consent agenda as presented. – DP/JS – Passed</p>
<p>4.</p>	<p><b>Action Items</b></p> <p>(GG) presented the updated action items list from Council, Executive Committee and the Centre Chairs and Membership Committee meetings. This document includes the historical list of all completed actions for the year.</p> <p>The following open action items were highlighted for information during the meeting:</p> <ul style="list-style-type: none"> <li>• A Doodle poll will be created to help identify the meeting dates and times for the 2022-2023 cycle.</li> <li>• A historical record of all decisions (motions) from all meetings will also be compiled for each year of meetings.</li> </ul> <p>(JA) thanked (GG) for the well organized meeting preparation and the post-meeting minutes and action item listing preparation.</p>
<p>5.</p>	<p><b>Congress Updates</b></p>
	<p><b>a) 2022 – Saskatoon</b></p> <p>(YL) co-chair of the LAC summarized the details from the written update report. It was confirmed that the EventMobi allows for personalizing an attendee's calendar with the sessions they wish to participate in. The public lecture will have a Zoom link that will be accessible outside of EventMobi that can be promoted to the general public. Stephnie Watson who is organizing the congress social program has connections to help promote the public lecture and (JA) will help with his connections with representatives from the media. All Councillors were encouraged to help promote the public lecture through their respective networks. It was confirmed that CMOS does not develop press releases to promote congresses. Developing a more formal relationship with the media including drafting press releases will be considered in the future during the development of a communications strategy. The LAC has attracted a substantial number of sponsors</p>

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	<p>along with substantial financial support for this congress. The Global Institute for Water Security from the University of Saskatchewan has been supporting the LAC's work transferring the OlaTech data into EventMobi.</p> <p>(FZ), chair of the SPC reported that 546 abstracts make up the program currently, down from the initial 554 submitted abstracts. (FZ) commented that the most challenging work is that of transitioning the data from the OlaTech platform into EventMobi. He recommended that ways to improve and simply this transition be investigated because he believes that the online offering of congresses will not go away.</p> <p>(FZ) confirmed that the public lecture will present Eric Oliver, Dalhousie University, and will be co-hosted by (JA) and Douglas Clark from University of Saskatchewan. Douglas Clark, Eric Oliver and Robert Way will form a panel following the formal presentation to engage questions and discussion with the attendees.</p> <p>(FZ) highlighted the diverse plenary speakers and their anticipated talks. He also identified the awards ceremony, opening and closing ceremonies as three events that need details to be finalized.</p>
	<p><b>b) 2023 – St. John's</b>          (JA) stated that work continues to form Congress 2023 with a theme of "<i>Connecting on the Rock from Marine Environment to the Blue Economy</i>". The Sheraton Hotel has been contracted as the venue for May 28<sup>th</sup> to June 1<sup>st</sup>, 2023. A hybrid model is being considered with potentially 300 in-person participants. A promotional video has been received that can be used during Congress 2022 closing ceremonies to promote 2023.</p>
<p>6.</p>	<p><b>Decision Items</b></p>
	<p><b>a) AGM 2022 Agenda</b>          This item was tabled until the next Council meeting.</p>
<p>7.</p>	<p><b>Discussion Items</b></p>
	<p><b>a) Council Succession Slate 2022-2023</b>          (JA) presented that there are two councillor roles who must be replaced and added to the slate in June 2022 at the AGM. Iain Russell presented Shay Ostapowich, a co-worker at Pelmorex who is involved in operational meteorology for 20 years. She will be added to the slate that will be recommended by the Nominating Committee for approval at the next Council meeting. Other suggestions included Scott Kehler from Weatherlogics in Winnipeg who has also shown interest in revitalizing the Private Sector Committee and helping to build a better relationship between the private sector, academia and government.</p> <p>It was clarified that each councillor's term on Council is a four-year commitment. It was also suggested that a general terms of reference be developed for the role of CMOS Councillor-at-large.</p> <p><b>Action:</b> (GG) to develop a draft terms of reference for the role of councillor-at-large that would include taking on a liaison role with a standing committee.</p>

	<p><b>Action:</b> The Executive Committee will review the role descriptions detailed in the bylaws for the elected officers that make up the executive committee.</p> <p>(JA) suggested that additions be made to the CMOS Scientific Committee including representation from ARRCU SIG, Arctic SIG and CNC-SCOR. With a member of this committee becoming a member of Council.</p> <p>Council members try to represent various sectors, geographical regions and the sciences.</p> <p>(JA) confirmed that he was interested in remaining in the role of President for a second term, including (SD) continuing as vice-president and (EM) as an Executive Committee member-at-large. The current bylaws accommodate this situation. This was also identified in the governance review performed by the Institute of Governance.</p>
	<p><b>b) Implementation Plan 2021-2022 Update</b></p> <p>(JA) briefly discussed that the majority of the implementation plan 2021-2022 items have been started and a great number completed despite the difficulties associated with the pandemic. As a reminder, this was the first year that an implementation plan had been developed to support the strategic plan.</p>
	<p><b>c) Implementation Plan 2022-2023</b></p> <p>(JA) asked for recommendations from council on actions that should be included in the 2022-2023 implementation plan and what should be carried forward from the 2021-2022 plan to allow time for completion.</p> <p>(SD) summarized the work he had recently done on the CMOS Newsletter <i>The Wave</i> and the discussion at the recent Centre Chairs and Membership Committee meeting. From this discussion (SD) recommended that retention and recruitment should be part of the 2022-2023 plan.</p> <p>(JA) suggested that CMOS should start to track key performance indicators (KPIs) as a means of demonstrating success. The number of overall members and representation from the various sector could be a KPI.</p> <p>(LB) clarified that DFO does not allow projects to pay for CMOS memberships, everyone is left to pay out of their personal funds. Project funding can be used for congress registration though. The recent Executive Committee motion to allow for an annual CMOS membership to be awarded to individuals that paid for non-membership registration to congress would cover this situation. (AW) and (AL) both confirmed that the annual congress is the marquee event for atmospheric and oceanic sciences in Canada. CMOS is well positioned to help students engage with the various sectors ultimately to find jobs.</p> <p>(JA) shared the successful orientation session that he and (GG) had with nine recent new members to CMOS.</p>

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	<p>A brief discussion took place as to whether CMOS covers weather, water, climate and ocean.</p> <p>There was consensus that member engagement with a focus on student involvement should be part of the 2022-2023 implementation plan.</p> <p>It was suggested that a more engaging website would help encourage sharing of information and promote member engagement. Other content that could be added to the website includes all the university programs/courses that relate to CMOS scientific sectors.</p> <p>(GG) shared the progress on developing a final draft of a request for proposals (rfp) for association management software services to replace what CMOS currently uses from OlaTech. The Executive Committee provided comments to help finalize the draft and it will be sent out to three targeted organizations to submit proposals. The anticipation is that CMOS will obtain greater services for lower rates compared to what we currently have.</p>																														
	<p><b>d) CMOS Draft Budget 2023</b> This item was tabled until the next Council meeting.</p>																														
	<p><b>e) Publications Strategy</b> This item was tabled until the next Council meeting.</p>																														
<p>8.</p>	<p><b>Upcoming Meetings 2021-2022</b></p> <p><b>Action:</b> (GG) will send out a Doodle poll to identify a day and time for the Council Meeting #6 during the week before the scheduled June 22, 2022 AGM.</p> <table border="1" data-bbox="305 1171 1430 1646"> <thead> <tr> <th>Centre Chair &amp; Membership Committee</th> <th>Executive Committee</th> <th>Council</th> </tr> </thead> <tbody> <tr> <td>Tuesday</td> <td>Tuesday</td> <td>Tuesday</td> </tr> <tr> <td></td> <td>August 31</td> <td></td> </tr> <tr> <td>September 7</td> <td>September 14</td> <td>September 28</td> </tr> <tr> <td>November 02</td> <td>November 11</td> <td>November 23</td> </tr> <tr> <td>January 04</td> <td>January 11</td> <td>January 25</td> </tr> <tr> <td>March 08</td> <td>March 15</td> <td>March 29</td> </tr> <tr> <td>May 03</td> <td>May 10</td> <td>May 24</td> </tr> <tr> <td></td> <td></td> <td>June xx</td> </tr> <tr> <td></td> <td></td> <td>AGM June 22</td> </tr> </tbody> </table>	Centre Chair & Membership Committee	Executive Committee	Council	Tuesday	Tuesday	Tuesday		August 31		September 7	September 14	September 28	November 02	November 11	November 23	January 04	January 11	January 25	March 08	March 15	March 29	May 03	May 10	May 24			June xx			AGM June 22
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<p>9.</p>	<p><b>Adjournment</b> (Meeting adjourned)</p>																														

**Action Items**

<b>2021-2022</b>
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<b>ID</b>	<b>By</b>	<b>Action</b>	<b>Status</b>
<b>C5.7a-1</b>	GG	to develop a draft terms of reference for the role of councillor-at-large that would include taking on a liaison role with a standing committee.	Open
<b>C5.7a-2</b>	All	The Executive Committee will review the role descriptions detailed in the bylaws for the elected officers that make up the executive committee.	Open
<b>C5.8</b>	GG	will send out a Doodle poll to identify a day and time for the Council Meeting #6 during the week before the scheduled June 22, 2022 AGM.	Open