

Minutes

Thursday, December 17, 2015, 12 pm EDT

Present: Martha Anderson (MA), Bruce Ramsay (BR), Gordon Griffith (GG), Harinder Ahluwalia (HA), Douw Steyn (DS), Boumy Sayavong (BS), Fiona Robertson (FR), William Ward (WW), Marie-France Gauthier (MFG).

Regrets: Marcelo Santos (MS), Ron Bianchi (RB), Martin Taillefer (MT).

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

1. APPROVAL OF AGENDA

Motion to adopt the agenda. (Gauthier/ Steyn). Carried.

2. APPROVAL OF MINUTES

2.1. EXECUTIVE MEETING OF OCTOBER 22, 2015

Executive Members have approved the minutes via e-mail.

MA reported that according to CPA it is recommended that associations do not post minutes on the web site even if it is only for members. BR indicated that we should continue to post them to be transparent and open. GG indicated that we could write a summary of the minutes and post that instead. FR indicated that it would mean more work for the recording secretary. DS agreed with the openness and preferred that we continue to post the minutes. He supports this as our Privacy Officer, as long as we are careful about not including personal information.

MA indicated that she is willing to go with the consensus and to continue to post the minutes on the web.

3. REPORTS FROM THE CONGRESSES LAC

3.1. FREDERICTON 2016

See report.

WW reported on their recent budget meeting. There are some discrepancies in the actual numbers from the initial quotes by about 10%. For example, proposed banquet dinner menus

start at \$60 instead of \$50 as originally quoted. The budget numbers will be reviewed in details in January. The main issue is the number of attendees.

WW and the LAC group are looking at conference bags with logos from the corporate sponsors. WW reported that the sponsorship program is going a little slower that he had hoped for and that the exhibitor call is almost ready to send. The prices for the exhibitors seemed to have gone up compared to the quotes.

WW reported that there are price differences on the cost of hotel rooms when using the hotel web site and other tools such booking.com and expedia.com and that the cost of hotel rooms can be higher than the government allocated rate. He also raised the difficulty of getting the credit for rooms booked using web sites that are not the ones of the hotels. WW suggested that we reduce the number of rooms we have reserved in the hotels but that we keep the same number at the university. BR concurred.

WW also reported that they don't have a volunteer coordinator. A lot of volunteers but no leader. That's the remaining position that is not yet filled.

The main concerns for Congress 2016 are the number of attendees and the sponsorship program. The scientific program is in good shape.

3.2. TORONTO 2017

No report this time.

4. CMOS TOUR SPEAKERS

FR has been in contact with the Centre Chairs to discuss when the speakers could tour their Centres. Some dates are beginning to firm up. The plan is to cover the western side of the country in 3 trips in March and April and a little bit earlier for the eastern side in only 2 trips.

5. EMAIL ISSUES

BR briefed the group on the CMOS email system and presented the overall project plan developed with help from FR. There are 4 recommendations in this report:

1. Go to a single CMOS domain. There is no need to have separate English (cmos.ca) and French (scmo.ca) domains. This will significantly reduce the number of email accounts and the resulting administration overhead. The proposed domain is: cmos-scmo.ca
2. Provide a single email account for each key position in the organization, and remove all redundant email accounts. Several positions have redundant accounts that may or may not be presently used (eg: publications-director@cmos.ca, pubs@cmos.ca,

publications@cmos.ca, publications@scmo.ca). This will require some creative naming of email boxes to ensure they are bilingual, but it can be done.

3. Use alias addresses for their intended purpose only....to set up a group email list for such entities as executives, committees, etc. Emails sent to the alias account, should be forwarded to the position account set up above. Only if a group member does NOT have access to a position account (see above), should a forwarding local email be used in an alias list.

4. All CMOS members who have an email account should be required to use Rogers Webmail (<https://webmail.datacentres.rogers.com/>). There are significant benefits to this:
 - a. Rogers Webmail has been designed to work with Rogers Data Services email accounts. It is straightforward to use, and provides all the tools necessary for members to utilize and manage their email.
 - b. Members can manage their own passwords, can set up forwarding to their mobile devices and to other members, and create group mail lists, WITHOUT using Easy Mail.
 - c. It provides a calendar and contacts list, both of which can be shared with other members. This makes synching and managing events such as executive and council meetings very simple.
 - d. Shared task lists and notes are available, a great convenience for committee work.
 - e. Rogers provides archiving of all emails in/out and this eliminates the need for individuals to archive their own local boxes. Corporate knowledge is thus maintained.
 - f. If a member changes or gives up his/her position, the new member will just take over the email account and all email history is preserved. Additionally, there will be no need to update alias lists or forwarding addresses within the organization.

BR and FR are looking for approval from the Executive Team for this plan. The main challenges will include the development of bilingual names for the account and to get people to use Rogers Gmail system. In this new system, accounts will be position based instead of personal based.

The transition will have to be carefully planned and will take some time to be implemented. With BR leaving around mid-January, FR will lead this initiative. FR suggested that we start with identifying which positions will have a new email address.

The group agreed that we need to address this issue and have approved proposed project plan.

New AI. BR to provide an implementation plan for the new CMOS e-mail system by the next council meeting (Jan 21, 2016).

6. BULLETIN EDITOR REPLACEMENT

DS reported that Paul-André Bolduc has been the CMOS Editor for the past 20 years and is now ready to retire. DS asked Paul-André Bolduc to write a brief summary of his duties as well as a statement of qualifications and is planning to post an advertisement for the position in the New Year.

Paul-André Bolduc would like to have the transition completed by the Next Congress (June 2016).

BR asked about the technical skills are required for the position. DS responded that PAB uses Word as the editing/publishing tool.

DS suggested that perhaps we could split the workload between two people instead of having only one person editing the Bulletin and the Annual Review. This will make the advertisement more challenging.

New AI. MA to send a copy of the poster she prepared for the Executive Director position to DS.

The group discussed the creation of a Society Award that is not a volunteer this will allow us to recognize the work of a person in a specific position and to free-up awards for volunteers. The Fellows category was suggested.

New AI. GG to contact Denis Bourque and Bob Kochtubajda to discuss possible options to recognize long term services to CMOS that are not volunteers.

7. TOP TEN WEATHER STORIES, EC AND CMOS

DS reviewed how CMOS became involved in the Top Ten Weather Stories and the Calendar. He explained that EC used to translate the Top Ten Stories, post them on their website and held a press conference to announce the stories. Now that Dave Phillips is retiring EC has no intention to continue that work. Dave Phillips has approached CMOS and as part of the Canadian weather enterprise, the Executive and Council have approved getting involved with Dave Phillips and to look after the Top Ten Stories and the Weather Trivia Calendar.

The timing to release the Stories is very tight as Dave Phillips wishes to include all events up to the end of December and that the release should be early in the New Year along with a press

conference. Of course, the Stories need to be translated. The volume is 16 pages and would cost \$5,000 for translation services. We would also need to have a French spokesperson to respond to media request. EC has always been struggling with the release of the Top Ten Stories as well finding the right spokesperson.

DS, MA and Dave Phillips have put together a strategy and have approached the Science Media Center of Canada. Penny Park has accepted to make a press release based on the material we will be giving her on the Top Ten Stories. Farida Daygan will put the Stories on the CMOS web site and Kevin Bowley will be feeding them on Twitter. This is what we can do this year and Dave Phillips is quite pleased about that.

Dave Phillips is writing a 2 page executive summary of the Top Ten Stories that will be posted on our web and fed to the media. EC is prepared to take care of the French translation of the summary which will be available next week.

DS indicated that we need to discuss how we will handle the preparation and dissemination of this product in the future.

HA indicated that this is very important product; it will give CMOS a lot of visibility to the public and help foster a great interaction with the media.

MA suggested that we watch the media posts over the Holidays and do a post analysis in January and present it at the next Council meeting.

New AI. All to follow the Ten Top Stories media post over the Holidays and be ready to report our impressions at the next Council Meeting (Jan 21, 2016).

DS indicated that he believes that CMOS needs a communication officer. MA agreed that we need someone but that we need to look at our budget first. DS indicated that this time Penny Park is doing the media release on a voluntarily basis but if we need to sustain this activity, then financial support will be needed.

HA indicated that following the release, he will be discussing possible monetary contributions to the Science Media Center of Canada as interim Chair of the PSC. MA responded that we have them listed as partner on our web site but that we don't know much about them and our past relationship and what they can do for us.

New AI. HA to discuss financial support to the Top Ten Stories and Weather Trivia Calendar with the PSC.

New AI. MA to contact the Science Media Center of Canada to discuss their services, what reimbursement is expected and what is their definition of partnership.

DS reported that Dave Phillips may be open to continue writing the Top Ten on his own time after he retires.

8. CANADIAN WEATHER TRIVIA CALENDAR

DS provided background on this initiative and the expected royalty statement for the 2015 calendars. DS reported that the publishers did not want to provide the amount of the royalties over the past 5 years as asked. DS asked them to provide the data for last year (2014).

Bob Jones has worked on the archive and has made all the calendars from previous years available with searching tools on the CMOS Archive and will do the same for the Top Ten Stories. Bob Jones is doing a wonderful job with the archive.

9. CONSTITUTION AND BY-LAWS

MA described the exchange of emails around the constitution and the changes in by-laws. HA and DS suggested that MA contact Ian Rutherford to shed some light on the matter. MA agreed but delegated this action to BR.

New AI. BR to contact Ian Rutherford to shed some lights on the latest constitution and by-laws changes.

10. DFO CONTRIBUTION AGREEMENT

GG referred the group on the Executive Director Activity Report section 4.6. GG and BR received comments on the draft Agreement and accompanying Application from Pauline Scharfe, DFO Financial Management Advisor. GG and BR met with Dion Gaulton to discuss reworking the old agreement with a view to broadening DFO support to a range of CMOS activities; not just CN-SCOR. Additionally, GG and BR discussed adding specifics on the in-kind support received from DFO including lobby signage on the location of the CMOS Office, the need for a stable and permanent office space and access to DFO IT support.

MA and BR discussed the need to include financial and logistic arrangements for the tour speaker.

Mr. Dion will draft a new agreement around these points. The new agreement needs to be completed by the end of March 2016.

11. EXECUTIVE COMMITTEE REPORTS

11.1. PRESIDENT

See the report.

MA reported on the discussion she had yesterday with GG and BR. BR's contract is overlapping so that he can follow up on several actions including a thorough review of our budget to see if

there is flexibility to build on the national office. MA will like BR to report on that review at the January Council meeting.

New AI. BR with help from GG, MT and BS to conduct a budget review and to present findings at the next Council meeting (January 21, 2016).

The group discussed the term Golden Jubilee vs 50th Anniversary.

MA is seeking approval for the nomination of Bob Kochtubajda as CMOS' new Chair of the Awards and Prize Committee.

Motion to approve Bob Kochtubajda as our new Chair of the CMOS Awards and Prize Committee. (Steyn/Gauthier). Carried.

11.2.VICE-PRESIDENT

No report this time.

11.3.TREASURER

See report.

BS reported on the budget meeting he had last week with GG and BR.

New AI. BS to provide a draft 2017 budget to MA by March 2016.

BR reported that the last membership ship fee increase was in 2005-6 and that he has asked Qing Liao to provide the history of the membership fees since 2000.

MA indicated that if we want to increase the fees we need to present the proposed increase well before the next AGM to be in-line with the by-laws.

BS indicated that there is an error in the number presented in his Activity Report and that he will be sending a revised version of his report.

New AI. BS to send a revised version of his Activity Report to the Executive members.

11.4.RECORDING SECRETARY

See the report.

11.5.CORRESPONDING SECRETARY

See the report.

FR will send the cycle of activities to Farida Daygan to get posted on the web site and close action C2.8.

11.6.PAST PRESIDENT

See the report.

MA commented on HA's hard work in preparing the IFMS meeting in New Orleans in January 2016.

HA reported that he met with the members of the PSC on Monday December 14th and that the minutes will soon be available. HA indicated that he will chair the PSC in the interim until the Chair gets nominated. BR reported that all members of the PSC are now listed on the website.

HA has also offered to help MA with the P-Met initiative.

11.7.EXECUTIVE DIRECTOR

See the report.

BR reported that the LAC 2016 was holding a financial meeting yesterday to review their budget and we should be getting a copy of their revised budget fairly soon.

BR reported that he met with GG and BS to review the 2016 CMOS budget that was approved at the June 2015 AGM. Their plan is to look at pressure points and gaps such as the changes in salaries, the expected revenue from Congress and the change in page charges for the Atmosphere-Ocean.

BR brought up the fact that the database cannot be searched for long term membership in order to provide awards to the recipients. BR suggested that he contact the developer to get an estimate on the cost of adding that capability. If the estimate is reasonable and the change implemented fairly soon, BR recommends that we get it done. The definition of long term is not clear; are we talking about 15 and 25 years non-stop or do we accept membership lapses of 1 or 2 years? We need a firm definition to be able to change the software.

DS proposed a onetime effort and ask members to identify themselves as eligible recipients for a 15 and/or 25 year pin and to name someone who can vouch for them. BR indicated that we should be getting the name of the recipients from the local centres. DS added that we need a termination date on the announcement. FR suggested that the write up of the announcement to be ready for approval at the next Council meeting.

New AI. MFG to write up the proposal/announcement to find the eligible recipients for 15 and 25 year pin by the next Council meeting (21 January, 2015).

New AI. BR to contact the database developer to get an estimate on the cost of adding membership searches capability to the database.

11.8.DIRECTOR OF PUBLICATIONS

See the report.

DS mentioned that every year the editor of the Bulletin also has to edit the Annual Report. This quite a burden and takes a lot of time. He suggested that we get a dedicated editor for the Annual Report.

New AI. DS to draft an advertisement for an editor for the Annual Report based on the work description that Paul-André Bolduc will provide to him.

BR pointed out that the addition of a Communication Officer and another editor for the Annual Report will bring some financial pressure points on the 2016 budget.

DS brought up the issue of having to produce a paper version of the Annual Report. The group preferred to keep the paper version.

12. REVIEW OF OLD ACTION ITEMS

- C2.1** Approve the minutes of the October 22 Executive Meeting via e-mail by December 11th. **All – Closed.**
- C2.2** Introduce MS to Dominique Paquin. **MA - Closed.**
- C2.3** Contact Bob Jones to discuss the addition of the “Top Ten” weather stories to the Archive and how to proceed to get the translated stories. **DS-Closed.**
- C2.4** Get an estimate for translation cost of the “Top Ten” weather stories. **DS-Closed.**
- C2.5** Contact the publisher to get the number of calendars sold for the past few years in order to refine the estimate and get a trend. **DS-Closed.**
- C2.6** Draft a response to the Arctic SIG to seek details on how the proposed activities would be beneficial for CMOS and to set a series of deliverables before approving an additional 3K to their budget. **MA-Closed.**
- C2.7** Discuss the location of Congress 2019 with Centre Chairs and report to Council the preferred location. **MT-Open.**
- C2.8** Put the cycle of activities on the web site by the end of November. **FR-Closed.**
- C2.9** Contact the Chair of the Science, and School and Education Committees to inform them that this item is closed for now. **MA-Closed.**
- C2.10** Get input from the Centre Chairs about what to do with the leftover T-Shirts when he holds his meeting with them in December. **MT-Open.**
- C2.11** Have AGM Preparation on the January 21, 2016 meeting agenda. **FR-Open.**
- C2.12** Send the Activity Report Template to both LACs. **MFG-Closed.**
- E3.2** Draft a proposal to the AGM for a discussion paper on holding the Congress every two years instead of annually. **MT – Open.**

- E3.8** Contact Wayne Richardson to further discuss his interest in the next VP position.
MA/MT – Closed.

Wayne is contemplating this. On 12 Nov, he expressed interest to me in helping with a pitch to government to get new climate change funds, such as CMOS got in 2000 for CFCAS. (<http://voices-voix.ca/en/facts/profile/canadian-foundation-climate-and-atmospheric-sciences>). He was keener about this than being President, and he suggested a younger working person might be better.

Wayne Richardson has accepted the position of next VP.

- E3.9** Schedule a lunch with the Ottawa Centre members to discuss options and begin planning CMOS 50th Anniversary. **MA – Open.**

MA is planning to do it in January 2016.

- E3.11** Review the CMOS e-mail system and developed a few options for a simpler system.
FR/GG – Open.

BR had an initial meeting with FR at the CMOS National office. We reviewed the present email system, including Rogers “EasyMail”. Fiona and BR will have several follow-up meetings with the intention of providing options by the end of this year. This AI is ongoing.

FR and BR have provided the Executive with a project plan and an initial list of proposed list of new email accounts and bulk mail aliases. We are seeking approval of our approach from the Executive.

This action has been re-assigned to FR and GG our new Executive Director.

- C1.8** Contact potential resources to manage the entire suite of CMOS database modules and to document CMOS operations. **BS – Open.**

- C1.11** Use the Finance and investment Committee to consider how to revamp the annual budget structure to reflect the current situation of activities. **MT – Open.**

- C1.12** Investigate the logistics problems inherent in adding an option for members to purchase the Weather Trivia Calendar when subscribing to CMOS. **DS – Open.**

- E2.4** Get the details about the copyright on the name Chinook and report back to the group.
BS - Open.

- E2.10** Contact Sylvie Gravel and get more information about the process to select the audit company. **BS - Open.**

- E1.5** Work out a quote for selling golf shirts. **MT - Open.**

MT sent to the Exec Committee sample ideas via email– will need the EC to decide if this is worthwhile.

Nothing new to add.

- E1.10** Encourage the Centre Chairs to update their pages (static information and membership). **MT - Open.**

Did communicate with the Centre Chairs and asked them to identify 3 main obstacles that need to be addressed. Getting a replacement for the chair position is on the top of the list. I am working with Ann McMillan to provide support to the smaller Centres.

Nothing new to add.

- E1.12** Identify in the database who has long service and give that information to the Centres. **MT/BR - Open.**

At present, the In1Touch database does not support searches on members' initial date of membership. Additionally, the "tenure" field is not updated appropriately year by year. As a work around, the centres can search for their own members and manually review the membership dates in order to identify long serving members.

- E1.13** Discuss the idea of 10 or 15-year pins with Centres. **MT - Open.**

MT will draft a plan for the pin-idea and submit to the Exec for consideration.

Nothing new to add. MT assumes that the Executive will need to make a motion to CMOS AGM in summer 2016.

- E1.16** Think about what to do with the T-shirts and discuss again at the next meeting. **All - Closed.**

MT stated that a t-shirt or any apparel that is unique to a Congress is risky where losses will be incurred (such as the t-shirt supplies for the Whistler Congress). Rather a generic CMOS apparel should be offered instead. If we don't sell at a Congress – the apparel will still be good for the next Congresses and throughout the year.

MT suggested that this item should be considered a loss AND we should refrain from making unique purchases for CMOS. Too much risk.

MFG suggested that we give them to the Centers to give to students.

HA thinks that we should give T-Shirts to volunteers at the next Congress as a gift. FR responded that as a volunteer she gets many T-Shirts that don't fit.

DS suggested that we give the T-Shirts to students at the next Congress.

BR provided Ann McMillan several shirts as giveaway items at the recent CCF forum at the downtown Ottawa Westin Hotel.

MT will discuss with the Centre Chairs, make a decision and take action.

- C8.6** Find volunteer to chair the Private Sector committee. **HA - Closed.**

HA shared an email sent to the people that have accepted to be part of the PSC seeking a Chair person.

First meeting of PSC was held on December 14, 2015. Minutes will be issued soon. In the meantime HA is acting Chair.

C8.8 Propose a mechanism for past-presidents to continue playing a role in the Society **HA - Open.**

Will be acted upon after mid-January, 2016.

C8.10 Explore the idea of hiring a media, marketing and CMOS business development rep who'll work with the media and outreach effort to highlight, advertise and promote CMOS. **MT - Open.**

Exec-Dir candidate Peter Studer has thrown his hat in to progress Media and outreach efforts. To be discussed with the Exec Comm.

Nothing new to add.

E4.13 Follow-up with ATN (Asian Television Network) regarding carrying some environmental programs. **HA - Open.**

Will be acted upon after mid-January, 2016.

13. OTHER BUSINESS

MA indicated that she will be using CMOS social media tools to introduce GG and that she asked him to prepare a short bio. MA asked DS to do the same for the Weather Trivia Calendar activity.

New AI. MA will introduce GG on CMOS social media.

New AI. DS to advertise the Weather Trivia Calendar on CMOS social media social.

HA informed BR that on the terms of reference document for the PSC, Daniel Jobin is listed as Chair. That name should be removed.

New AI. BR to update the PSC terms of reference on the CMOS web site.

14. UPCOMING MEETINGS

Council #3 January 21, 2016 at 2 PM EDT. BR has indicated that he will be attending the meeting even if his contract expires on January 15.

Executive #5 February 18, 2016 at noon EDT.

MA expressed her deepest thanks to BR for accepting the position of the Executive Director on an interim basis and for all the good work he has done for the Executive and Council Teams and all CMOS members.

15. ADJOURNMENT

Merry Christmas and Happy New Year to all.

Motion to adjourn. (Anderson). Carried.

APPENDIX 1

New Action Items from Executive Meeting #4

- E4.1** Provide an implementation plan for the new CMOS e-mail system by the next council meeting (Jan 21, 2016). **BR – Open.**
- E4.2** Send a copy of the advertisement poster of the Executive Director position to DS. **MA-Open.**
- E4.3** Contact Denis Bourque and Bob Kochtubajda to discuss possible options to recognize long term services to CMOS that are not volunteers. **GG-Open.**
- E4.4** Follow the Ten Top Stories media post over the Holidays and be ready to report our impressions at the next Council Meeting (Jan 21, 2016). **All-Open.**
- E4.5** Discuss financial support to the Top Ten Stories and Weather Trivia Calendar with the PSC. **HA-Open.**
- E4.6** Contact the Science Media Center of Canada to discuss their services, what reimbursement is expected and what their definition of partnership is. **MA-Open.**
- E4.7** Contact Ian Rutherford to shed some lights on the latest constitution and by-laws changes. **BR-Open.**
- E4.8** Conduct a budget review and to present findings at the next Council meeting (January 21, 2016). **BR (GG, MT, BS) - Open.**
- E4.9** Provide a draft 2017 budget to MA by March 2016. **BS-Open.**
- E4.10** Send a revised version of his Activity Report to the Executive members. **BS-Open.**
- E4.11** Write up the proposal/announcement to find the eligible recipients for 15 and 25 year pin by the next Council meeting (21 January, 2015). **MFG-Open.**
- E4.12** Contact the database developer to get an estimate on the cost of adding membership searches capability to the database. **BR-Open.**
- E4.13** Draft an advertisement for an editor for the Annual Report based on the work description that Paul-André Bolduc will provide to him. **DS-Open.**
- E4.14** Introduce GG on CMOS social media social. **MA-Open.**
- E4.15** Advertise the Weather Trivia Calendar on CMOS social media social. **DS-Open.**
- E4.16** Update the PSC terms of reference on the CMOS web site. **BR-Open.**

APPENDIX 2

Old Action Items

- C2.7** Discuss the location of Congress 2019 with Centre Chairs and report to Council the preferred location. **MT-Open.**
- C2.10** Get input from the Centre Chairs about what to do with the leftover T-Shirts when he holds his meeting with them in December. **MT-Open.**
- C2.11** Have AGM Preparation on the January 21, 2016 meeting agenda. **FR-Open.**
- E3.2** Draft a proposal to the AGM for a discussion paper on holding the Congress every two years instead of annually. **MT – Open.**
- E3.9** Schedule a lunch with the Ottawa Centre members to discuss options and begin planning CMOS 50th Anniversary. **MA – Open.**
- E3.11** Review the CMOS e-mail system and developed a few options for a simpler system. **FR/GG – Open.**
- C1.8** Contact potential resources to manage the entire suite of CMOS database modules and to document CMOS operations. **BS – Open.**
- C1.11** Use the Finance and investment Committee to consider how to revamp the annual budget structure to reflect the current situation of activities. **MT – Open.**
- C1.12** Investigate the logistics problems inherent in adding an option for members to purchase the Weather Trivia Calendar when subscribing to CMOS. **DS – Open.**
- E2.4** Get the details about the copyright on the name Chinook and report back to the group. **BS - Open.**
- E2.10** Contact Sylvie Gravel and get more information about the process to select the audit company. **BS - Open.**
- E1.5** Work out a quote for selling golf shirts. **MT - Open.**
- E1.10** Encourage the Centre Chairs to update their pages (static information and membership). **MT - Open.**
- E1.12** Identify in the database who has long service and give that information to the Centres. **MT/BR - Open.**
- E1.13** Discuss the idea of 10 or 15-year pins with Centres. **MT - Open.**
- C8.8** Propose a mechanism for past-presidents to continue playing a role in the Society **HA - Open.**
- C8.10** Explore the idea of hiring a media, marketing and CMOS business development rep who'll work with the media and outreach effort to highlight, advertise and promote CMOS. **MT - Open.**

- E4.13** Follow-up with ATN (Asian Television Network) regarding carrying some environmental programs. **HA - Open.**