

Minutes

Thursday, February 18, 2016, 12 pm EDT

Present: Martha Anderson (MA), Gordon Griffith (GG), Fiona Robertson (FR), William Ward (WW), Martin Taillefer (MT), Harinder Ahluwalia (HA), Douw Steyn (DS), Marie-France Gauthier (MFG).

Regrets: Ron Bianchi (RB), Boumy Sayavong (BS), Marcelo Santos (MS).

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/Robertson). Carried.

2. APPROVAL OF MINUTES

2.1. EXECUTIVE MEETING OF DECEMBER 17, 2015

Executive Members have approved the minutes via e-mail.

3. REPORTS FROM THE CONGRESSES LAC

3.1. FREDERICTON 2016

See report.

WW presented his written report. The generality of things is well looked after and now we are finalizing the specifics. The detailed menu has been costed in the budget along with the audio video.

WW has received about 375 abstracts to this point, and we have extended the submission deadline to the end of February.

WW and his team are working on the details of the opening ceremony. The tradition in New Brunswick is to have somebody from the aboriginal community to bless the space and open the ceremony. The mayor of Fredericton will also be part of the ceremony.

WW reported that 80% of the exhibit space has been rented and that only 60% of the funds from sponsors have been received.

The Congress registration cost has been increased by \$20 to ensure that CMOS will still make a profit if we don't get the expected 550 attendees.

In the next week or so, WW will reduce the number of rooms that CMOS will have to pay as stated in our current contract and ensure that CMOS gets credit for rooms booked at the government rate or any other rate beside the one indicated on the web site.

WW feels that the connection with CGU is not well set up. MA asked if it would be helpful if she contacted the president of CGU for an informal discussion. WW believes that it would. GG mentioned that he has been in contact with Gordon Young the Executive Director of CGU.

Overall WW thinks that the planning and organization of the Congress is going well and that he will be reflecting on the list of ideas proposed for the 50th Anniversary.

3.2. TORONTO 2017

No report at this time.

3.3. POSSIBLE ADDITIONAL CMOS- FUNDED TRAVELLERS (COUNCIL, LAC 2017)

MA recommended that we fund Wayne Richardson (WR) to attend the Fredericton Congress. The Executive suggested that we wait to see if we have additional nominees for that position. If not, then the Executive supports his travel. Once we have confirmed there are no other nominees, WR will be invited to attend Council and Executive meetings.

MA informed the Executive that usually the chair of the next LAC attends the previous Congress. RB has no financial support to attend the Congress. Given the upcoming 50th Anniversary in 2017, CMOS supports RB attendance.

4. CMOS TOUR SPEAKERS

FR reported that Francis Zwiers tour plan is now complete including Fredericton. The organization of the western tour with Ronald Stewart is more challenging as FR is awaiting confirmation from the Centers of the proposed dates. FR also mentioned that the Executive should look at a fall tour next time around which means identifying the speaker earlier in the year.

FR indicated that she is planning to participate with MT in meeting with the Center Chairs as she has several agenda items to bring up.

5. EMAIL PROJECT UPDATE

GG and FR briefed the group on the CMOS email system and presented the progress made so far. GG indicated that the implementation plan has been circulated to the Council members and that the feedback received will be incorporated into the future version of the plan.

GG is working on the French version of the email system and is hoping to have that task completed by the end of next week for comments. At one point approval from Council will be sought but not at the next meeting.

FR has developed a document for MT on how to access your new e-mail system and has just sent it to the rest of the Executive.

The main question is how do we want to work. Do we want to go with one domain (bilingual) or to continue with two (1 English and 1 French)? MA asked if it would be helpful to ask the opinion of the Francophones from the previous Executive. GG indicated that it would be helpful but only once the plan gets firmer and we begin the consultation process. MA asked MFG if she had a preference? MFG responded that she used CMOS as she has been working mostly in English but that perhaps members in the Montreal area would prefer SCMO.

GG pointed out that if we go to a bilingual domain, all members will be impacted but if we stay with two domains only those served by one domain will be affected.

6. BULLETIN EDITOR REPLACEMENT

See Executive Committee Reports.

7. NEXT VICE-PRESIDENT SUGGESTIONS

MA has explained that the proposed nominee for the VP position is Wayne Richardson. According to the bylaws, we need to inform all members of potential new nominations. **New AI. FR to draft and send a letter indicating the name of the upcoming Executive nominee (s) to be approved at the AGM.**

This letter will have to be translated. GG will look in his files to see if we have a bilingual example that could be used by FR. **New AI. GG to look for a bilingual nominee letter that could be used as a template.**

MA reported that one of CMOS councilors at large is due to leave and that we will have to find a replacement. This vacancy will have to be included in the letter.

8. CMOS 50TH ANNIVERSARY

MA reported that she has started to group the ideas received so far and has highlighted the ones that are firm and being acted upon. MA asked DS to discuss ideas on publications with the members of the publication committee at the Fredericton Congress.

MA suggested that we organize a public lecture tour with a prominent speaker like Dave Phillips (topics could include: climate change along with video of scientists, promote CMOS). MA reported that she has tried various means to contact David Phillips but has not yet been successful.

The Executive agrees with the idea of a public lecture. MA asked the Executive members to review the document she shared earlier this morning. HA pointed out the list of actions that he sent yesterday. MA responded that she welcomes HA's help in working on the write up of letters and search for funds.

WW joined the telecom and indicated that for the Fredericton 50th Congress celebration we use the proposed 50th Anniversary logo. **New AI. MA to share the proposed 50th Anniversary logo to Council and get consensus on the one to be used.**

GG suggested that we order pins with the 50th logo. MFG suggested a pen. **New AI. GG to contact the supplier of the CMOS pins to get an estimate on the cost of new pins with the celebration logo and ask if they could provide pens as well.**

WW indicated that the LAC is planning to hand out a memory stick at registration and that we could add an advertisement of the 2017 50th Anniversary.

9. EXECUTIVE COMMITTEE REPORTS

9.1. PRESIDENT

See the report.

MA asked opinions on the call letter for volunteers from the retirees' community she drafted and sent to the Executive. The group agreed that the letter was excellent and that it should be translated and published in the next Bulletin. However, the group discussed the rationale of restraining the call for volunteers only to retirees and decided that to broaden it up to all members. **New AI. MA to update her draft call letter for volunteers to be published in the April CMOS Bulletin.**

MA indicated that she did not get any response from the letter sent to the Minister's Office requesting an opportunity to meet with the Minister. MA mentioned that we need to determine exactly what messages we wish to convey to the Minister. HA responded that he has developed a list of items to discuss with the Minister once we receive a meeting request from the Minister's Office. MA will revise current policies on training to draft messages about P MET. The other point to be discussed with the Minister is climate change.

9.2. VICE-PRESIDENT

MT reported that he has scheduled a Center Chairs teleconference call for next week. Doug Bancroft will be replacing Greg Flato as Center Chair in Victoria; this will most likely reinvigorate the Victoria team and impact the activities of the Vancouver Centre.

MT reminded the group that he will be chairing the Private Sector/Exhibitor session. See previous report for more information. So far, two abstracts have been received and a few more are expected as the deadline for abstract submission has been moved to February 29th.

MT suggested that we hire a media/business person to help with the 50th Anniversary preparation.

9.3. TREASURER

No report at this time.

9.4. RECORDING SECRETARY

See the report.

9.5. CORRESPONDING SECRETARY

See the report.

Eight new members have been approved via email. Approval of the request for matching funds to support science fairs has also been given via e-mail.

FR reported that she has received 40 of the 44 required reports.

FR noticed in the minutes from the last meeting that we are proposing to sell CMOS pins for \$5.00 at the Congress. She suggested that we also advertise them via twitter during the Congress.

MT is planning to write an article for the Bulletin reporting on his lead activities as VP. He will highlight the possible increase in membership dues, a discussion on having a Congress every two years and the availability of the CMOS pins. MA is supportive of this initiative. **New AI. MT to write an article for the upcoming CMOS Bulletin about the membership dues, the frequency of Congress and the 4 categories of CMOS pins.**

9.6. PAST PRESIDENT

See the report.

HA presented his written report including a revision of his AI. HA asked if someone has been in contact with Laura Gillard. MA and MT responded that they did and that she seems to be very committed. FR also said that she has received her report from the Student Committee for the annual review.

HA asked GG for the email address of the past presidents in order for him to discuss their participation in the planning of the 50th Anniversary. **New AI. GG to send HA the email address of past presidents.**

9.7. EXECUTIVE DIRECTOR

See the report.

GG highlighted the Congress planning; he has been spending most of his time dealing with abstract access and editing issues. GG indicated that the plan for hotel reservations has been changed and that he as well as FR, Qing Liao and MFG will have to make their own accommodation and congress reservation.

MA asked GG about the plan for increasing membership dues. He responded that he will be discussing it with MT and BS before developing a proposal to be published in the April CMOS Bulletin.

9.8. DIRECTOR OF PUBLICATIONS

See the report.

DS reported that he has fully transition to Rogers e-mail.

DS reported on his progress for the search for a new CMOS Editor. The material has been sent to MFG and Hai Lin for scoring and we are hoping to have 4-5 candidates for the interview process. Once the interviews are completed, a recommendation will be sent to Council for approval. DS also indicated that the financial compensation should be negotiated by GG instead of him. DS reported that none of the applicants are members of CMOS. DS explained that the required knowledge indicated on the job advertisement was oceanography, climatology and/or meteorology and provided some examples of some of the candidates' knowledge and experience. DS reported that 4 of the candidates have a PhD and that the response received on this job advertisement reflects on the state of employment of highly qualified people in this country. HA indicated that he has been giving lectures across the country on the status of employment of highly qualified people with industries and that he would welcome more information from DS. **New AI. DS to provide a short summary of the results of the advertisement position along with qualifications of the applicants to HA.**

MA will remove the need for a CMOS Bulletin Editor from her list of items requiring volunteer work.

10. REVIEW OF OLD ACTION ITEMS

C3.1 Contact Olateck to discuss the level of effort required to add uploading capabilities to the CMOS website and report back to Council. **GG-Closed.**

A verbal update will be provided at the meeting.

C3.2 Contact WW and Bob Jones to further discuss the 50th Congress anniversary in Fredericton. **MA-Closed.**

Contacted LAC Chair and head of Student Committee, and had various discussions with Bob Jones. 2nd meeting of the 50th planning committee is planned.

- C3.3** Provide Toronto LAC with examples of past invitation letters. **GG- Open.**
- C3.4** Develop the details of the membership dues increase and to present them at the February 18, Executive meeting. **GG- Open.**
- C3.5** Send the 2015 AGM minutes to Council and bulletin@cmos.ca. **MFG-Closed.**
- C3.6** Find ways to educate 2016 Congress attendees about the availability of CMOS pins for sale. **MT-Open.**
- C3.7** Follow up with Center Chairs to recognize the individuals that are eligible for their 25 year pins. **MT-Open.**
- C3.8** Ensure that CMOS has 100 pins and boxes to distribute. **GG- Open.**
- C3.9** Draft an agreement document between CMOS and CRSS and share it with Council members. **GG- Open.**

Provided comments and suggestions on the draft MOU to CRSS. Will be having a conference call with their president in the next week or two.

- C3.10** Meet with managers from the Weather Network and with David Phillips in March in Toronto. **MA-Open.**

David Phillips will be south for much of the month of March. Need TWN contact from HA.

- C3.11** Provide MA with the name of whom to contact at the Weather Network. **HA-Closed.**

Paul Temple (ptemple@pelmorex.com) Tel: (905) 829-1159, x1271

- C3.12** Provide MA with ideas on how the Weather Network could bring visibility to CMOS. **Council members - Open.**

HA indicated that Weather Network can play some Weather and CMOS related stories (what is CMOS and what it does) for its Viewers. HA phoned Paul Temple and left a message for him.

- C3.13** Develop communication points about CMOS upcoming 50th Anniversary and how to contribute to its success. **HA – Open.**

Already Martha has provided a list of ideas from which we need to select some. Will also be discussed with CMOS PSC in the next PSC meeting in mid-to-early March.

- C3.14** Provide suggestions on TV programs that could bring visibility to CMOS while being of interest for the general public to HA. **Council members - Open.**

MA thinks that if someone would do a show about how to find credible sources of weather forecasts and climate information, that would be super. Even a general message of how to find good science information on the internet and in the media, and how to detect when messages are from less credible sources, would be good. Maybe

with other societies, we could find a media outlet to take this on. In such a program, we could promote our Endorsed Weathercaster program.

- C3.15** Share the latest version of the new e-mail system implementation plan with Council members. **FR-Closed.**

GG sent the plan on February 10th.

- C3.16** Send the latest version of the list of deleted email boxes to Council for their review. **GG – Open. Has been re-assigned to GG as BR is away.**

- C3.17** Find a recording secretary for the 4th Council meeting at next Executive meeting. **Executive members – Closed.**

FR has kindly accepted to take the minutes of that meeting.

- 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.**

- E4.5** Discuss financial support to the Top Ten Stories and Weather Trivia Calendar with the PSC. **HA-Open.**

It will be discussed with CMOS PSC in the next PSC meeting in mid-to-early March.

- 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.**

- E4.9** 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-Closed.**
Obsolete. No longer pertinent.

- E4.16** Update the PSC terms of reference on the CMOS web site. **GG-Open. Has been re-assigned to GG as BR is away.**

- 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.**

- E3.2** Draft a proposal to the AGM for a discussion paper on holding the Congress every two years instead of annually. **MT – 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.**

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

I am trying to get in touch with the PPs to start this. Qing has been asked to provide the list and email addresses of all Past Presidents. As soon as she provides it, I will be in touch with them.

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.**

CMOS should make a plan to enroll TV stations as many as to carry Environmental program. This needs a plan which CMOS needs to prepare with the help of a Media Consultant which we need to recruit very soon.

11. OTHER BUSINESS

None at this time.

12. UPCOMING MEETINGS

Council #4 March 17, 2016 at noon EDT. Several members have indicated that due to March Break they will not be able to attend. FR will send an e-mail to Council members to confirm their attendance. **New AI. FR to send an e-mail to Council members to confirm their participation to the March 17th meeting.**

Executive #6 April 21, 2016 at noon EDT.

13. ADJOURNMENT

Motion to adjourn. (Anderson). Carried.

APPENDIX 1

New Action Items from Executive Meeting #5

- E5.1** Draft and send a letter indicating the name of the upcoming Executive nominee (s) to be approved at the AGM. **FR- Open**
- E5.2** Look for a bilingual nominee letter that could be used as a template. **GG-Open.**
- E5.3** Share the proposed 50th Anniversary logo to Council and get consensus on the one to be used. **MA-Open.**
- E5.4** Contact the supplier of the CMOS pins to get an estimate on the cost of new pins with the celebration logo and ask if they could provide pens as well. **GG-Open.**
- E5.5** Update the call letter for volunteers to be published in the April CMOS Bulletin. **MA-Open.**
- E5.6** Write an article for the upcoming CMOS Bulletin about the membership dues, the frequency of Congress and the 4 categories of CMOS pins. **MT-Open.**
- E5.7** Send HA the email address of past presidents. **GG-Open.**
- E5.8** Provide a short summary of the results of the advertisement position along with qualifications of the applicants to HA. **DS- Open.**
- E5.9** Send an e-mail to Council members to confirm their participation to the March 17th meeting. **FR-Open.**

APPENDIX 2

Old Action Items

- C3.3** Provide Toronto LAC with examples of past invitation letters. **GG- Open.**
- C3.4** Develop the details of the membership dues increase and to present them at the February 18, Executive meeting. **GG- Open.**
- C3.6** Find ways to educate 2016 Congress attendees about the availability of CMOS pins for sale. **MT-Open.**
- C3.7** Follow up with Center Chairs to recognize the individuals that are eligible for their 25 year pins. **MT-Open.**
- C3.8** Ensure that CMOS has 100 pins and boxes to distribute. **GG- Open.**
- C3.9** Draft an agreement document between CMOS and CRSS and share it with Council members. **GG- Open.**
- C3.10** Meet with managers from the Weather Network and with David Phillips in March in Toronto. **MA-Open.**
- C3.12** Provide MA with ideas on how the Weather Network could bring visibility to CMOS. **Council members - Open.**
- C3.13** Develop communication points about CMOS upcoming 50th Anniversary and how to contribute to its success. **HA – Open.**
- C3.14** Provide suggestions on TV programs that could bring visibility to CMOS while being of interest for the general public to HA. **Council members - Open.**
- C3.16** Send the latest version of the list of deleted email boxes to Council for their review. **GG – 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.**
- E4.5** 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.**
- E4.9** Provide a draft 2017 budget to MA by March 2016. **BS-Open.**
- E4.16** Update the PSC terms of reference on the CMOS web site. **GG-Open.**
- 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.**

- E3.2** Draft a proposal to the AGM for a discussion paper on holding the Congress every two years instead of annually. **MT – 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.**
- 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.**