

Minutes

Monday, October 17, 2016, 12 pm EDT

Present: Gordon Griffith (GG), Fiona Robertson (FR), Martin Taillefer (MT), Mike Crowe (MC), Ron Bianchi until 12:25 (RB), Martha Anderson after 12:30 (MA)

Regrets: Wayne Richardson (WR), Marie-France Gauthier (MFG), Douw Steyn (DS), Dave Wartman (DW).

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. (MT/GG). Carried.

2. APPROVAL OF MINUTES

EXECUTIVE MEETING OF AUGUST 18, 2016

Minutes were already approved via e-mail and are posted on the web.

Motion to accept minutes (MC/RB). Carried

3. REPORTS FROM THE CONGRESSES LAC

3.1. TORONTO 2017

No written report submitted but verbal briefing as follows:

- More people than expected backing out of the LAC. Some changes: Bob Morris for webmaster. Still trying to get in touch with Amir Shabbar on picking up role as Centre Chair, but seems to be confusion over what he is being asked
- Ron has put his folks in touch with Fredericton LAC to gain appreciation for the commitment and work involved
- Will be instituting bi-weekly meetings, face-to-face as much as possible
- Letters were sent to PM, Premier ON, Mayor of Toronto, Ministers of ECCC, DFO. Intend to send one to David Grimes ADM-MSC and President WMO
- Letter has been crafted by Harinder for sponsorship for the 50th Anniversary – this should be coordinated with John McPhee.

New Action: MT to ensure coordination of letter related to sponsorship of 50th Anniversary events.

3.2. HALIFAX 2018

Report well received from DW. Comment from RB that it is good to start to engage team early to build the commitment.

4. SPEAKER'S TOUR

Lots of interest from Centres. Richard Dewey from Oceans Networks Canada at U Victoria has an abstract that will be published on the website along with dates as they become finalized.

5. 50TH ANNIVERSARY BOOK

MT briefed on the discussion around the 50th Anniversary book language issues. There is a clear direction from the Council to maintain the integrity of the science intent i.e. the most cited papers are to be published regardless of language.

6. EXECUTIVE COMMITTEE REPORTS

6.1. PRESIDENT

MT will provide a written report that will contain items on:

- 50th Anniversary publication
- Nominations to IUGG Steering Committee
- Received a letter from Sarah Knight (Bulletin Editor) expressing the fact that she enjoys the work but wonders if she could help with interacting with media, marketing to media etc. It was suggested that Sarah could possibly take on the role of media consultant to help promote the 50th Anniversary and the 51st Congress on a trial basis. MT will suggest this to Council to get reaction. MA had investigated external consultants and found them expensive so it would be necessary to be very clear on what CMOS' needs are. MT suggested we could engage Sarah herself to help focus on the media plan for 50th Anniversary and build this in the business plan and future budgets. (MA has done some research on media advisers, what it would cost and the support needed for them)

New Action: MT will discuss media consultation further with MA and then set a meeting with Sarah to discuss her interest to do this.

6.2. VICE-PRESIDENT

No report.

6.3.TREASURER

See the report.

6.4.RECORDING SECRETARY

See the report.

6.5.CORRESPONDING SECRETARY

See the report.

6.6.PAST PRESIDENT

See the report.

New Action: MT will consult with MA and get back to HA regarding his proposed scope change for the Golden Jubilee Fund.

6.7.EXECUTIVE DIRECTOR

See the report.

6.8.DIRECTOR OF PUBLICATIONS

No report.

7. REVIEW OF OLD ACTION ITEMS

- C1.1** Provide feedback on the draft submission to the Federal Review of Fundamental Science to AM by September 27. **All- open.**
- C1.2** Send a message to the New-Brunswick, Halifax and Newfoundland Chairs requesting a volunteer to replace Bill Merryfield as councilor-at-large. **WR-Open.**
- C1.3** Seek a meeting with Senior Executives at DFO to discuss relations between CMOS and his department including accommodation. Propose dates for upcoming Executive and Council meetings including the date for the Centre Chairs meetings. **MT-Open.**
- C1.4** Contact Amir Shabbar and open discussion on his interest in volunteering for CMOS and becoming Toronto's new Center Chair. **WR-Open.**
- C1.5** Reflect on how to engage students/public for a citizen sciences contest via videos for the 50th Anniversary. **All- Open.**
- C1.6** Prepare the database/web for the free student membership. **GG-Closed.**
- C1.7** Promote the free student membership to celebrate the 50th Anniversary. **MT-Open.**
- E2.4** Review the Bulletin renewal report and provide his feedback to the Executive members to trigger the revision process. **MT – Open.**

- E2.5** Develop the briefing points on the Bulletin renewal proposal before the next Council meeting (September 22). **MT/DS – Open.**
- E1.2** Contact DW to respond to his questions about the role and responsibilities of the LAC and to suggest that he contact William Ward, Chair of the past Fredericton Congress. **GG-Open.**
- E1.5** Start looking at finding the next VP from the Toronto centre. **MA-Open.**
- C5.2** Review the travel policy for CMOS. **MT/GG-Open.**
- C5.5** Lead on finding a new Councilor-at-Large for replacement for BM. **MA- Open.**
- C5.6** Provide ideas to MA for new councilor-at-large. **All-Open.**
- C3.9** Draft an agreement document between CMOS and CRSS and share it with Council members. **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.**
- E4.16** Update the PSC terms of reference on the CMOS web site. **GG-Open.**

8. CYCLE OF ACTIVITIES

FR discussed the cycle of call letters etc.

New Action: GG will follow up with Denis Bourque regarding the call letter for Awards.

9. OTHER BUSINESS

No other business

10. UPCOMING MEETINGS

Centre Chair Meeting: November 10th

Council Meeting: November 17th

Executive Meeting: December 15th

11. ADJOURNMENT

Motion to adjourn. (MA/FR). Carried.

APPENDIX 1

New Action Items from Executive Meeting #3

- E3.1** Ensure coordination of letters related to sponsorship of 50th Anniversary events. **MT-Open.**
- E3.2** Discuss media consultation further with MA and then set a meeting with Sarah to discuss her interest to do this. **MT-Open.**
- E3.3** Consult with MA and get back to HA regarding his proposed scope change for the Golden Jubilee Fund. **MT-Open.**
- E4.4** Follow up with Denis Bourque regarding the call letter for Awards. **GG-Open.**

APPENDIX 2

Old Action Items

- C1.1** Provide feedback on the draft submission to the Federal Review of Fundamental Science to AM by September 27. **All- open.**
- C1.2** Send a message to the New-Brunswick, Halifax and Newfoundland Chairs requesting a volunteer to replace Bill Merryfield as councilor-at-large. **WR-Open.**
- C1.3** Seek a meeting with Senior Executives at DFO to discuss relations between CMOS and his department including accommodation. Propose dates for upcoming Executive and Council meetings including the date for the Centre Chairs meetings. **MT-Open.**
- C1.4** Contact Amir Shabbar and open discussion on his interest in volunteering for CMOS and becoming Toronto's new Center Chair. **WR-Open.**
- C1.5** Reflect on how to engage students/public for a citizen sciences contest via videos for the 50th Anniversary. **All- Open.**
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