

Minutes

Thursday, July 20, 2017, 12 pm EDT

Present: Fiona Robertson (FR), Wayne Richardson (WR), Gordon Griffith (GG), Marie-France Gauthier (MFG), Paul Kushner (PK), Douw Steyn (DS).

Regrets: Boumy Sayavong (BS), Dave Wartman (DW), Martin Taillefer (MT), Dominique Paquin (DP), Sophie Cousineau (SC).

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. (MFG/FR). Carried.

2. APPROVAL OF MINUTES

There are no documents to approve this time.

3. REPORTS FROM THE CONGRESSES LAC

3.1. HALIFAX 2018

See written report.

In his report, DW asked a question about the bilingual requirement for different aspects of the Congress. MFG indicated that she noticed how little bilingualism there was in the Toronto Congress. Even the ECCC ADM spoke very little French and MFG believes that this is not acceptable. GG concurred and will contact DW to further discuss the requirements.

New A.I. GG to contact DW and discuss bilingualism requirements for CMOS Congresses.

3.2. MONTREAL 2019

No report.

WR reported that based on his email exchanges with MT, the Congress preparation is moving along. Dominique Paquin and Sophie Cousineau from the Montreal CMOS Center are eager to become members of the IUGG LAC Montreal 2019.

GG indicated that we need to have a clearer understanding of what the CMOS Congress will look like in Montreal. Is it more than having our own banquet, awards/prizes presentation and AGM? Will we be engaged in presenting scientific papers and having a poster session?

Jim Drummond and Spiros Paitakes from CMOS and IUGG respectively are on the Steering Committee. PK explained IUGG scientific sessions do cover meteorology, oceanography and other topics that are usually included in CMOS congresses. CMOS presenters will be competing with scientists from the international community to get a timeslot on a session and in attracting attendees to their papers.

DS explained that when he attended an international conference, he was faced with a dilemma. Should he be attending a paper presentation by a colleague or one by a famous international scientist. The colleague lost.

New A.I. MT to contact Jim Drummond and Spiros Paitakes to define what the CMOS component of the joint Congress will include with respect to scientific program, banquet, awards and prizes, social activities and meetings.

3.3. TORONTO 2017

WR asked GG if the financial data on the success of the Toronto Congress were available. The information should be available soon.

4. APPROVALS OF AUDITOR'S REPORT

MFG explained that during the last AGM, the Auditor's Report had not been formally approved. GG provided background information on the process used by the Treasurer and CMOS Auditing Committee to generate the Auditor's Report which should have been presented at the AGM for members' acceptance as recommended by the Auditing Committee.

GG suggested that an email be sent to the voting AGM attendees explaining that the formal approval of the Auditor's Report was missed during the meeting and that their approval is being sought via email to correct the situation. Executive members agreed with that process.

New A.I. GG to send email to the voting AGM attendees seeking formal approval of the Auditor's Report provided at the 2016 Annual Review during the AGM in Toronto.

New A.I. MFG to add a secretarial note to the 2017 AGM minutes describing the process used to get a formal approval for the Auditor's Report.

5. 50TH ANNIVERSARY BOOK

GG reminded everyone that CMOS had purchased 150 copies of the anniversary book before the Toronto Congress and that only 6-7 copies were sold during the Congress. He added that a few requests from libraries and international societies to order a copy have been received. He is looking at suggestions on how to increase the sales of the book.

DS suggested that we advertise the book on the CMOS web, social media and the Bulletin. WR will invite members to buy the book in his Welcoming Message. GG then suggested that PK promote the book at his first Center Chairs meeting.

6. BULLETIN UPDATE

Sarah Knight received a message from libraries asking what will happen with the Bulletin subscription when we go paperless with the August edition.

7. TOUR SPEAKER

FR reminded the Executive that a tour speaker needs to be identified for this year. WR pointed out that perhaps CMOS should have someone from the meteorology side this time. He thinks that Gilbert Brunet would be a good candidate and knows that he is interested.

GG indicated that we can have 2 speakers if someone else is also interested.

New A.I. WR will contact Gilbert Brunet to confirm his interest and availability to cover the entire country.

8. EXECUTIVE COMMITTEE REPORTS

8.1. PRESIDENT

No written report.

WR reported that the main achievement over the past month was the production of the OP-ED in the Globe and Mail and thanked PK for his leadership in the preparation of the article. WR believes that CMOS should be more involved in such activities.

8.2. VICE-PRESIDENT

See the written report.

From his report, PK pointed out that he will helping Adam Monahan to find a replacement for himself as Chair of the Scientific Committee.

8.3. TREASURER

See the written report.

8.4. RECORDING SECRETARY

See the written report.

8.5. CORRESPONDING SECRETARY

See the written report.

8.6. PAST PRESIDENT

See the written report.

GG explained that he attended the CMOS-CCF amalgamation meeting and that it was very successful. He indicated that Jim Abraham also attended in person.

GG provided some background information about the CCF proposal and the main ideas that were discussed. He explained that the working group is focusing in finding out how CMOS would benefit from an amalgamation with CCF. Once all the details of what an amalgamation would look like are identified they will be presented to the executive of both organizations.

8.7. EXECUTIVE DIRECTOR

See the written report.

8.8. DIRECTOR OF PUBLICATIONS

See the written report.

From his report, DS pointed out that he has successfully arranged for an invited paper (in French) on numerical modelling in Canada authored by Gilbert Brunet, Louis Lefavre and André Methot in A&O. This initiative should help in offsetting the fact that the articles in the Anniversary Book are all in English.

9. REVIEW OF OLD ACTION ITEMS

- C5.1** Lead an ad hoc working group to discuss how to move forward to ensure the financial health of congresses, to better define the accountability of the LAC and to update the congress preparation guidelines. **GG-Open.**
- C5.2** Asked members to use the APP and to provide feedback to GG well before the Halifax Congress. **MT-Open.**
MT will execute ASAP.
- C5.3** Propose attributes of the group to form the next Executive and Council including Councilor-at-large as part of a succession plan. **MT-Open.**
- C5.4** Prepare and sign a new contract to produce the Trivia Calendar for this year. **GG-Open.**
- C5.5** Add the SIGs business plan production in CMOS Cycle of Activity. **FR-Open.**
- C5.6** Look at the possibility of financially supporting the SIGs in the next budget cycle (2019) if funds are requested by the SIGs. **MT, GG, MC-Open.**

- C5.7** Do a survey on the best practices of non-profit organisations when publishing their financial information. **GG-Closed.**

Not-for-profit organizations do make their audited financial statements available on their websites.

- E5.4** Discuss the archiving issues with Farida Dehghan and Bob Jones. **GG-Open.**

- C3.1** Complete the action item from the last AGM “The Finance and Investment Committee to prepare an impact and value analysis of waiving the student membership fees indefinitely and to report findings by the next AGM”. **MT-Open.**

- C3.8** Reach out to Ian Richardson to discuss the historical use of the Reserve Fund. **MT-Open.**

- E4.4** Review the accountability of the LAC in organizing a Congress and propose changes to their delegation authority if needed. **MT/GG – Closed.**

This will be dealt with in open action C5.1.

- E4. 10** Contact Louis Lefavre (Center Chair of Montreal Center) to ask him to participate in the IUGG Steering Committee. **MT-Close.**

- C1.3** Seek a meeting with Senior Executives at DFO to discuss relations between CMOS and their department including accommodations. Propose dates for upcoming Executive and Council meetings including the date for the Centre Chairs meetings. **MT-Open.**

This action has been started with an email sent to Keith Lemon – where I hope I will get an audience with the DGs and ADMs. WR will accompany MT.

- C3.9** Draft an agreement document between CMOS and CRSS and share it with Council members. **GG-Closed.**

GG suggested that we closed this action as there has been no activity on this from CRSS over the past year.

10. CYCLE OF ACTIVITIES

FR reminded the Executive to review the CMOS activities for July and August.

11. OTHER BUSINESS

11.1. PAGSE (PARTNERSHIP GROUP FOR SCIENCE AND ENGINEERING) NEWS

WR informed the group that GG attends the PAGSE meetings on a regularly basis and asked him to report on their activities to the Executive/Council. WR suggested that we send a high caliber speaker to one of their breakfast meetings.

New A.I. All to think of the name of a high caliber speaker to present on CMOS during one of PAGSE News breakfast meetings.

11.2. STRATEGIC PLAN

WR wanted to clarify that we are still waiting until the end of August to compile all the feedback received on the Strategic plan via the Web. GG confirmed. He added that the working group will finalize the plan in September.

FR asked if the Strategic Plan should be part of our standing item. WR responded yes.

11.3. AARCU (ATMOSPHERE-RELATED RESEARCH IN CANADIAN UNIVERSITIES)

WR asked PK to give an overview of the AARCU and his idea to get the AARCU to form a new SIG within CMOS. PK will make a proposal to link AARCU and CMOS to determine if the formation of a AARCU SIG would be right way to go for both AARCU and CMOS.

New A.I. PK to develop a proposal to link AARCU and CMOS by September Council.

12. UPCOMING MEETINGS

Executive Meeting: August 17.

Centre Chair Meeting: September 14.

Council Meeting: September 21.

The group reviewed the dates for the remainder of the year. The December 15 (Friday) should be changed to December 14 (Thursday). There are several people that will not be available on March 15 2018 as we will be in the March Break period.

13. ADJOURNMENT

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

APPENDIX 1

New Action Items from Executive Meeting #1

- E1.1** Contact DW and discuss bilingualism requirements for CMOS Congresses. **GG-Open.**
- E1.2** MT to contact Jim Drummond and Spiros Paitakes to define what the CMOS component of the joint Congress will include with respect to scientific program, banquet, awards and prizes, social activities and meetings. **MT-Open.**
- E1.3** Send an email to the voting AGM attendees seeking formal approval of the Auditor's Report provided at the 2016 Annual Review during the AGM in Toronto. **GG-Open.**
- E1.4** Add a secretarial note to the 2017 AGM minutes describing the process used to get a formal approval for the Auditor's Report. **MFG-Open.**
- E1.5** Contact Gilbert Brunet to confirm his interest and availability to cover the entire country. **WR-Open.**
- E1.6** Think of the name of a high caliber speaker to present on CMOS during one of PAGSE News breakfast meetings. **All-Open.**
- E1.7** Develop a proposal to link AARCU and CMOS by September Council. **PK-Open.**

APPENDIX 2

Old Action Items

- C5.1** Lead an ad hoc working group to discuss how to move forward to ensure the financial health of congresses, to better define the accountability of the LAC and to update the congress preparation guidelines. **GG-Open.**
- C5.2** Asked members to use the APP and to provide feedback to GG well before the Halifax Congress. **MT-Open.**
- C5.3** Propose attributes of the group to form the next Executive and Council including Councilor-at-large as part of a succession plan. **MT-Open.**
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- E5.4** Discuss the archiving issues with Farida Dehghan and Bob Jones. **GG-Open.**
- C3.1** Complete the action item from the last AGM “The Finance and Investment Committee to prepare an impact and value analysis of waiving the student membership fees indefinitely and to report findings by the next AGM”. **MT-Open.**
- C3.8** Reach out to Ian Richardson to discuss the historical use of the Reserve Fund. **MT-Open.**
- C1.3** Seek a meeting with Senior Executives at DFO to discuss relations between CMOS and their department including accommodations. Propose dates for upcoming Executive and Council meetings including the date for the Centre Chairs meetings. **MT-Open.**