

**Minutes of CMOS Executive Committee 2019-20 Meeting #1**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion**  
**Thursday, 22-Aug-2019, 12 pm EDT**

Attending/ présent :

President	Kim Strong (KS)	√		Past Pres.	Paul Kushner(PK)	Regrets
Vice-Pres.	Marek Stastna(MS)	√		Exec Dir	Gordon Griffith (GG)	√
Treasurer	Amir Shabbar (AS)	√		Dir. Pub.	Douw Steyn (DS)	Regrets
Cor. Sec.	Diane Pendlebury(DPe)	Regrets		IUGG	Dominique Paquin (DP)	Regrets
Rec. Sec.	Fred Conway(FC)	√		Congress 2020	Bruce Angle (BA)	Regrets
				Congress 2021	Dave Fissel (DF)	√

**Attachments to Minutes/Pièces jointes**

1	Action items from Exec-1	6	CMOS Web Revision Advisory Working Group
2	Updated Action Items from Exec-1	7	Cycle of Activities – July-Sept
4	CMOS Travel Bursary Procedure	8	Executive and LAC Reports
3	Draft Minutes CMOS AGM 2019	9	Draft Minutes CCMC #6 2019-07-08
5	CMOS Website Design Survey	10	Student Post Card
		11	Congress Committee (for Council approval)

**Acronyms Used :**

CMOS-CCMC	CMOS Centre Chair and Membership Committee
PECC	Planetary Exploration Consultation Committee (Canadian Space Agency)
SPEC	CMOS School and Public Education Committee
ECCC	Environment and Climate Change Canada
DFO	Dept of Fisheries and Oceans

1.	<b>Approval of Agenda / Adoption de l'ordre du jour.</b> Motion to adopt the agenda. (MS/AS). Carried.
2.	<p><b>Minutes of AGM/ Procès-verbal de l'assemblée générale annuelle – attachment 3</b></p> <ul style="list-style-type: none"> <li>• No prior Executive Committee minutes to approve</li> <li>• KS reviewed AGM 2019 minutes (tabled for comment, not approval at this meeting), noting action items.</li> <li>• FC noted that minutes show approval of a new Council slate which shows Exec Dir as an ex-officio member. CMOS Bylaws have no provision for ex-officio members of Council though Exec Dir could be <i>elected</i> to Council: situation not clear.</li> <li>• Discussion:             <ul style="list-style-type: none"> <li>○ Bylaws specify that Exec Dir is an ex-officio, non-voting member of all CMOS Committees (does not include Council).</li> </ul> </li> </ul>

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

	<ul style="list-style-type: none"> <li>○ Council is formally the employer of the Exec Dir. Considered not desirable that Exec Dir be an elected, voting member of Council but ongoing presence at Council meetings is essential and traditionally routine</li> <li>○ Decision: for 2019-20 operate as if Exec Dir is a non-voting member of Council, leaving AGM minutes as written.</li> </ul> <p><b>New Action Item E1.1:</b> KS/GG to prepare amendments to the Bylaws to provide for Exec Dir's ex-officio, non-voting membership of Council, for approval by Council and ultimately AGM 2020.</p>
3.	<b>Congress and Local Arrangement Committees Updates/ Mise à jour des comités du congrès:</b>
3(a)	<b>Final report on the joint IUGG/CMOS Congress / rapport sur le congrès commun UGGI/SMOC</b> DP (not present) will deliver this report (not available for this meeting) to the Sept Council Meeting.
3(b)	<b>Update on the Ottawa Congress/ mise à jour du congrès d'Ottawa</b> <b>BA (not present) provided a report</b> (see attachment 7) <b>Discussion:</b> <ul style="list-style-type: none"> <li>● <b>MS</b> : asked if Centres aware of the importance to CMOS of Congress surpluses.</li> <li>● <b>GG</b> : Hosting Centres receive a budget template which includes a target profit for CMOS national and an explanation of the formula for the Centre's portion of the Congress surplus</li> <li>● <b>DF</b> : Centres are well aware of the issue from past experience. Also, there is now a Congress Committee with membership from all future hosting Centres.</li> </ul>
3(c)	<b>Update on the Victoria Congress/ mise à jour du congrès de Victoria</b> (late addition to agenda) <b>DF:</b> <ul style="list-style-type: none"> <li>● The 2021 Congress will be 5-10 June at the Victoria Congress Centre. Site contract signed and deposit paid</li> <li>● LAC first full meeting will be in Oct. LAC membership will increase from initial 7 to expected 16</li> <li>● Ken Denman is chair of Science Program Committee (expected to have 16 members)</li> <li>● Current concern: high cost of AV contract, compared to Ottawa's</li> </ul>
	<b>DF left the meeting.</b>
4.	<b>Tour Speaker / conférencier itinérant</b> <b>KS:</b> considering two speakers (east and west) covering both atmospheric and ocean sciences as in 2018-19. Seeking suggestions: plan to have a proposal for Sept 19 Council meeting. <b>MS:</b> will ask Centre Chairs again for suggestions at Sept 12 Centre Chair and Membership Committee meeting.
5.	<b>Discussion on Student Travel Bursaries (STB) Program / discussion sur le programme de bourse de voyage pour les étudiants (attachment/pièce jointe 4)</b> <b>KS for PK:</b> plan is to involve Centres in this program. Centres are willing to try. PK would like Exec approval of draft procedure (Attachment 3) prior to discussion at Aug 29 CCMC Meeting: <b>Discussion:</b> <ul style="list-style-type: none"> <li>● suggested that bursaries or awards for International students should be very low priority, domestic students first</li> <li>● noted that Congress Scientific Program Committee would have final decision.</li> </ul> <p><b>Motion</b> to approve procedure (KS, AS) – unanimous.</p>

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

6.	<p><b>Website design survey/enquête de la conception du site Web</b> (attachments/Pièces jointes 5-6)</p> <p><b>GG:</b></p> <ul style="list-style-type: none"> <li>• Olatech (contractor for work) did a needs survey which sent to the Website Advisory Working Group, Council, and Centre Chairs (compiled results in Attachment 5)</li> <li>• An advisory WG (the Website Advisory Working Group) has been struck (Attachment 6) which will meet within the next two weeks</li> <li>• Some have expressed concerns about timing of work, which might affect Congress preparations, but all development will be done on a development site, not working one.</li> </ul>
7.	<p><b>Executive Reports / Rapports de l'exécutif (Attachment 8)</b></p>
7(a)	<p><b>President/Président KS :</b></p> <ul style="list-style-type: none"> <li>• Expressed appreciation of and thanks for the work of Dominique Paquin and CMOS volunteers for work during the IUGG General Assembly</li> <li>• Attached report includes minutes of last CMOS-CCMC for information</li> <li>• Student Postcard attached for comment (adaptation of Ottawa Centre original by KS and edited version by National Student Rep Ellen Gute)</li> </ul> <p><b>New Action Item E1.2 :</b> MS to present to CMOS-CCMC and follow up with Ellen and KS.</p> <ul style="list-style-type: none"> <li>• Student Engagement: CMOS has a Student Committee comprised of Ellen as chair and nominally a student rep from each Centre. However only a few Centres have a student rep listed on the CMOS website. KS has asked Centre Chairs to appoint such a rep, to enable an active Student Committee.</li> <li>• Would like to invite Ellen Gute to present a report to next Council meeting : Exec expressed support</li> <li>• <b>SPEC :</b> KS to continue to work on re-establishing this committee</li> <li>• KS noted report from 2018-19 Project Atmosphere teacher, and information from the John Moores (York U) about the PECC. She will raise both topics at the Sept-19 Council meeting, to make a decision about 2019-20 Projects Atmosphere and Maury, and appoint of a CMOS representative on the PECC.</li> <li>• Noted request from Christine Leclerc (CMOS Twitter person) re <i>declaration for climate democracy</i> - referred to CMOS Scientific Committee</li> </ul> <p>Tabled for information :</p> <ul style="list-style-type: none"> <li>• Draft Minutes of CCMC 2019-08-06 Attachment/Pièce jointe 9</li> <li>• Draft Student Post Card, Attachment/Pièce jointe 10</li> </ul>
7(b)	<p><b>Vice President/Vice-président MS:</b></p> <ul style="list-style-type: none"> <li>• Report tabled</li> <li>• Found reference to CMOS charitable status on CRA website</li> </ul> <p><b>New Action Item E1-3: GG</b> to try to update CMOS reference about its charitable status on CRA website when annual report is done (spring 2020).</p>
7(c)	<p><b>Executive Director</b> – nil to add to tabled report</p>
7(d)	<p><b>Recording Secretary FC</b> – no report</p>
7(e)	<p><b>Treasurer AS:</b></p> <ul style="list-style-type: none"> <li>• Summarized report. Comparison with previous years difficult as Congress flow of funds was handled by IUGG Contractor JPDL.</li> </ul>

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

	<ul style="list-style-type: none"> <li>Noted Cheques over \$5K have already been approved. David Babb and Patricia DeRepentigny are prize winners. Payment to Halifax Centre was their share of Congress 2018's surplus.</li> </ul> <p><b>GG:</b></p> <ul style="list-style-type: none"> <li>Recent approval of mutual fund cashing was in response to a cash flow problem. Different 2019 Congress arrangements reduced CMOS cashflow (funds held by IUGG Contractor JPDL instead of CMOS), though funds will arrive from JPDL in time. Departmental funding was delayed. Funds were required for the Olatech contract.</li> <li>CMOS received funds from ECCC (\$20K) and DFO under contribution agreements, both of which expire in 2020. Both departments reluctant to initiate renewal discussions because of upcoming elections.</li> </ul>																								
7(f)	<p><b>Corresponding Secretary/ Secrétaire correspondante DPe (not present)</b>  <b>Moved (FC, seconded MS)</b> approval of new membership applications in this report  KS noted that recent new members may not have received the usual letter from CMOS – status is unclear.  <b>New Action Item E1.4:</b> CorSec DPe to contact past CorSec Alanna Mackenzie to confirm status of letters to new members.</p>																								
7(g)	<p><b>Past President / Président sortant PK:</b> not present, report in Attachment 7.  <b>KS</b> noted that this report mentions that proposed membership of the as-hoc Congress Committee for 2019-20 has been submitted to Council members for email approval (Attachment/Pièce jointe 11).</p>																								
7(h)	<p><b>Director of Publications / Directeur des publications</b> – no report</p>																								
8	<p><b>Review of Action Items / examen des éléments d'action:</b> <b>KS</b> reviewed and updated status of outstanding action items with Exec.  <b>New Action Item 1.5</b> (DPe) – add “CMOS Green Initiative” to agenda for Sept Council meeting, to be led by GG and PK to assess interest in pursuing this.</p>																								
9.	<p><b>Cycle of activities / cycle d'activités</b> – tabled (Attachment 7), no discussion</p>																								
10.	<p><b>Upcoming Meetings 2019-2020 / réunions à venir 2019-2020</b> – tabled in agenda, no discussion.</p> <table border="1"> <thead> <tr> <th>Exec</th> <th>CCMC</th> <th>Council</th> </tr> </thead> <tbody> <tr> <td><b>Thursday</b></td> <td><b>Thursday</b></td> <td><b>Thursday</b></td> </tr> <tr> <td>August 22</td> <td>September 12</td> <td>September 19</td> </tr> <tr> <td>October 17</td> <td>November 07</td> <td>November 14</td> </tr> <tr> <td>December 12</td> <td>January 09</td> <td>January 16</td> </tr> <tr> <td>February 13</td> <td>March 05</td> <td>March 19</td> </tr> <tr> <td>April 16</td> <td>May 24</td> <td>May 24</td> </tr> <tr> <td></td> <td></td> <td>AGM May 26</td> </tr> </tbody> </table>	Exec	CCMC	Council	<b>Thursday</b>	<b>Thursday</b>	<b>Thursday</b>	August 22	September 12	September 19	October 17	November 07	November 14	December 12	January 09	January 16	February 13	March 05	March 19	April 16	May 24	May 24			AGM May 26
Exec	CCMC	Council																							
<b>Thursday</b>	<b>Thursday</b>	<b>Thursday</b>																							
August 22	September 12	September 19																							
October 17	November 07	November 14																							
December 12	January 09	January 16																							
February 13	March 05	March 19																							
April 16	May 24	May 24																							
		AGM May 26																							
11.	<p><b>Adjournment / ajournement</b> – <b>Moved</b> by FC, seconded by KS. Unanimous.</p>																								

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

**Attachment 1**

**Action Items from CMOS Exec-1**

<b>E1.1</b>	KS/GG	Prepare amendments to the Bylaws to provide for Exec Dir's ex-officio, non-voting membership of Council, for approval by Council and ultimately AGM 2020.
<b>E1.2</b>	MS	Present student postcard draft to CMOS-CCMC and follow up with Ellen Gute and KS
<b>E1.3</b>	GG	Update CMOS reference about its charitable status on CRA website when annual report on CMOS charitable status is done (spring 2020).
<b>E1.4</b>	DPe	Contact past CorSec Alanna Mackenzie to confirm status of letters to new members.
<b>E1.5</b>	DPe	Add "CMOS Green Initiative" to agenda for Sept Council meeting, to be led by GG and PK, to assess interest in pursuing this.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

**Attachment 2 - Action Items from CMOS Exec 1**  
**(Year is 2019-20 unless specified)**

<b>2018-19AGM.1</b>	Exec	The draft Member Code of Conduct will be widely consulted on over the remainder of 2019 leading to a final version being presented at the CMOS AGM 2020 in Ottawa. (Executive Committee).	Open
<b>2018-19AGM.2</b>	Exec	With respect to the impact of waiving student membership fees since 2017, it was recommended to collect two more years of data to better inform a decision on whether or not to continue to waive the student membership fee. (Executive Committee).	Open
<b>2018-19C6.1</b>	Science Committee	Draft CMOS Position Statement on Climate Change to be emailed to the 2019-20 Council. Science Committee to consider input from Council members in updating the Statement for subsequent consideration and approval by Council via email.	Underway
<b>2018-19C5.2</b>	GG	Draft an operational policy for CMOS financial planning and spending, including the audit policy, for the Finance and Investment Committee, for consideration by Council in September 2019	Open
<b>2018-19E7.2</b>	GG,PK	GG and PK to investigate a hardship fund to support members' dues payments, based on donations to CMOS.	Open
<b>2018-19E6.5</b>	Executive	Executive to discuss the CMOS website at its next meeting.	Closed with E1
<b>2018-19C4.4</b>	GG	Arrange translation of new TOR of Nominating Committee and include in package for the AGM	Closed
<b>2018-19E5.3</b>	Cor.Sec.	Ensure the application form includes request for contact information of the student applicant's supervisor/program advisor.	In Progress
<b>2018-19E4.8</b>	GG	Confirm reception from Royal Society of refund of CMOS PAGSE contribution	Open
<b>2018-19E4.9</b>	GG	Arrange for addition of LAC Chair for next Congress to Council membership.	Closed. LAC chairs invited to attend.
<b>2018-19E3.3</b>	GG	Conduct a review of the three existing MOUs (RMS, AMS and CGU) will be done to ensure they are kept current and that members of each society can take advantage of the intent of the MOUs with ease. (for example, easily obtaining associate membership with the other societies.)	In works
<b>2018-19E2.4</b>	GG,AM	GG to prepare a support paper for a CMOS Green Initiative, and to discuss with AM. <i>A proposal paper will be drafted for the next Executive Committee meeting, using the Global Reporting Initiative. 15-Nov – GG recommended to have GG and 1-2 Council members assume task.</i>	To be discussed at C1.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

<b>2018-19E2.8</b>	GG	GG to prepare a SOW for a contract with Sarah on CMOS Communications with regard to the upcoming IUGG and ongoing CMOS issues. – <i>In Progress</i>	Open, except reference to IUGG closed.
<b>2017-18.AG3</b>	GG	Sarah Knight to follow up on writing an article of membership benefits for consultants.	Open

Minutes CMOS AGM 2019-07-09  
Procès-verbal de l'AGA de la SCMO 09-07-2019  
**Minutes**

Tuesday, July 9, 2019, 6 pm EDT

Montréal, QC

**Members (In Person):** Paul Kushner, Douw Steyn, James Drummond, Amir Shabbar, Bob Sica, Marek Stastna, Dominique Paquin, Haruki Hirasawa, Richard Boudreault, Timothy Merlis, Laura Bianucci, David Fissel, André Giguère, Rick Jones, Susan Allen, Louis Lefavre, Anne Frigon, Kim Strong, Ellen Gute, George Isaac, Alexander Trishchenko, Jason Cole, Richard Hogue, Sarah Knight, Harinder Ahluwalia, Serge Desjardins, Charlie White, Rich Pawlowicz, Gérard Croteau, Chris Fletcher, Robert Fajber, Peter Taylor, Alex Cabaj, Gordon McBean, Francis Zwiers, Iain Russell. [36]

**Members (Via WebEx):** Hal Ritchie, Aldona Wiacek, Wayne Richardson, Denis Bourque, Alanna MacKenzie [5]

Quorum is 20

**Observers:** Gordon Griffith

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

## 1. ADOPTION OF AGENDA

---

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

## 2. ADOPTION OF THE MINUTES OF THE 52ND AGM, JUNE 11, 2018, HELD IN HALIFAX, NOVA SCOTIA: [ANNEX II, P. 82]

---

Motion to adopt the minutes. (Steyn/Paquin). Carried.



### 3. ANNUAL REPORTS FROM THE EXECUTIVE

---

The reports were printed and made available. Page numbers refer to the 2018 CMOS Annual Review.

**3.1. PRESIDENT'S REPORT: PAUL KUSHNER [P.1]**

See Annual Review Report.

**3.2. VICE-PRESIDENT'S REPORT: KIM STRONG [P. 8]**

See Annual Review Report.

**3.3. PAST-PRESIDENT'S REPORT: WAYNE RICHARDSON [P. 16]**

See Annual Review Report.

**3.4. TREASURER'S REPORT: AMIR SHABBAR [P. 6]**

See Annual Review Report.

**3.5. CORRESPONDING SECRETARY'S REPORT: ALANNA MACKENZIE [P. 10]**

See Annual Review Report.

**3.6. RECORDING SECRETARY'S REPORT: FRED CONWAY [P. 14]**

See Annual Review Report.

**3.7. EXECUTIVE DIRECTOR'S REPORT: GORDON GRIFFITH [P. 14]**

See Annual Review Report.

**3.8. DIRECTOR OF PUBLICATIONS REPORT: DOUW STEYN [P. 40]**

See Annual Review Report.

Motion to receive all the reports from the Executive. (Fissel/Lefavre). Carried.

### 4. ANNUAL REPORTS FROM COMMITTEES, SIGS AND SOCIETY SUPPORT

---

**4.1. ARCHIVIST: BOB JONES [P. 18]**

See Annual Review Report.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

**4.2. WEBMASTER: FARIDA DEGHAN [P. 19]**

See Annual Review Report.

**4.3. ARCTIC SIG: DAVID FISSEL [P. 19]**

See Annual Review Report.

**4.4. AVIATION SIG: STEVE RICKETTS [P.21]**

See Annual Review Report.

**4.5. ARRCU SIG: PAUL KUSHNER [P. 22]**

See Annual Review Report.

**4.6. PROFESSIONAL ACCREDITATION COMMITTEE DOUW STEYN [P.24]**

See Annual Review Report.

**4.7. AUDIT COMMITTEE: SYLVIE GRAVEL [P. 25]**

See Annual Review Report.

**4.8. CMOS BULLETIN SCMO: SARAH KNIGHT [P.25]**

See Annual Review Report.

**4.9. CNC-SCOR: PAUL MYERS [P.28]**

See Annual Review Report.

**4.10. EXTERNAL RELATIONS COMMITTEE:**

No Annual Review Report.

**4.11. FELLOWS COMMITTEE: SUSAN WOODBURY [P. 30]**

See Annual Review Report.

**4.12. FINANCE AND INVESTMENT COMMITTEE: PAUL KUSHNER [P. 31]**

See Annual Review Report.

**4.13. CENTRE CHAIR & MEMBERSHIP COMMITTEE: PAUL KUSHNER [P.32]**

See Annual Review Report.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

**4.14. NOMINATING COMMITTEE: WAYNE RICHARDSON [P. 35]**

See Annual Review Report.

**4.15. PRIVATE SECTOR COMMITTEE: JAMES YOUNG [P. 37]**

See Annual Review Report.

**4.16. PRIZES AND AWARDS COMMITTEE: BOB KOCHTUBAJDA [P. 38]**

See Annual Review Report.

**4.17. PUBLICATIONS COMMITTEE: DOUW STEYN [P. 40]**

See Annual Review Report.

**4.18. SCHOOL AND PUBLIC EDUCATION COMMITTEE: DOMINIQUE PAQUIN [P.43]**

See Annual Review Report.

**4.19. SCIENTIFIC COMMITTEE: C. RICHARDS/T. MERLIS [P. 44]**

See Annual Review Report.

**4.20. UNIVERSITY AND PROFESSIONAL EDUCATION COMMITTEE: JENNIFER MILTON**

No Annual Review Report.

**4.21. WEATHERCASTER ENDORSEMENT COMMITTEE: BRUCE RAMSAY**

No Annual Review Report.

**4.22. STUDENT COMMITTEE: LAURA GILLARD [P. 46]**

See Annual Review Report.

Motion to receive all the reports from the Committees, SIGs and Society Support.  
(Drummond/Cole). Carried.

## 5. ANNUAL REPORTS FROM LOCAL CENTRES

---

**5.1. VANCOUVER ISLAND CENTRE: GEOFF STRONG [P. 48]**

See Annual Review Report.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

**5.2. B.C. LOWER MAINLAND CENTRE: KEN KWOK [P. 50]**

See Annual Review Report.

**5.3. B.C. INTERIOR CENTRE: PETER JACKSON [P. 51]**

See Annual Review Report.

**5.4. ALBERTA CENTRE: PAUL MYERS [P. 53]**

See Annual Review Report.

**5.5. SASKATCHEWAN CENTRE: RON HOPKINSON [P. 55]**

See Annual Review Report.

**5.6. WINNIPEG CENTRE: PATRICK MCCARTHY [P. 57]**

See Annual Review Report.

**5.7. TORONTO CENTRE: AMIR SHABBAR [P. 59]**

See Annual Review Report.

**5.8. OTTAWA CENTRE: DAWN CONWAY [P. 61]**

See Annual Review Report.

**5.9. CENTRE DE MONTRÉAL: LOUIS LEFAIVRE [P. 64]**

See Annual Review Report.

**5.10. CENTRE DE QUÉBEC: DAVID HUARD [P. 66]**

See Annual Review Report.

**5.11. CENTRE DE RIMOUSKI: LOUIS-PHILIPPE NADEAU [P. 67]**

See Annual Review Report.

**5.12. NEW BRUNSWICK CENTRE: WILLIAM WARD [P. 69]**

See Annual Review Report.

**5.13. HALIFAX CENTRE: JIM ABRAHAM [P. 70]**

See Annual Review report.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

**5.14. NEWFOUNDLAND & LABRADOR CENTRE: FRASER DAVIDSON**

No Annual Review Report.

Motion to receive all the reports from the Local Centers. (Knight/Allen). Carried.

## 6. AUDITED FINANCIAL STATEMENTS FOR 2018

---

Amir Shabbar reported that the Audit Committee and Council had approved the Audited Financial Statements for 2018 and invited the attendees to approve them as well. Amir highlighted that the Halifax Congress was very financially successful and helped the Society end the year with a small profit.

Motion to approve the Audited Financial Statements for 2018. (Strong/Stastna). Carried.

Denis Bourque added that the deficiency in the CMOS Scholarship Fund was a result of the discontinued support from long-term direct supporter and CMOS Fellow Ambury Stuart of the CMOS-Weather Research House NSERC Scholarship Supplement.

## 7. BYLAW MODIFICATIONS: GORDON GRIFFITH

---

Gordon Griffith reviewed the proposed bylaw modifications as detailed in the meeting documentation, *7-Bylaws Revision Details*.

Motion to approve the proposed Bylaw 2019 modifications. (Sica/Steyn). Carried.

## 8. BUDGET FOR 2020: AMIR SHABBAR

---

Amir Shabbar presented the budget for 2020 that showed a potential surplus of \$5,000. It was also explained that there was no proposed change in both the membership and service fees for 2020.

The first page of the budget document was a summary of the subsequent four pages detailing the budget categories: Society Operations, A-O Publication, CMOS Bulletin and CMOS Congress. It was highlighted that the Atmosphere-Ocean publication and the annual congress provide the revenues required to offset the Society Operations and CMOS Bulletin activities.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

Louis Lefavre asked what will be the potential financial result from the IUGG 2019 General Assembly event.

Paul Kushner explained that the IUGG is made of eight associations with two of those directly related to CMOS and the other six related to the Canadian Geophysical Union (CGU). It was therefore decided to split the revenue/loss: 25% for CMOS 75% for CGU. To cover the financial risk and the ongoing cost of organizing an event of this size, CMOS and CGU contracted JPDL International located in Montreal with a 60%/40% split share of any realized profit/loss. Thus CMOS' overall share of any realized profit/loss for the entire IUGG 2019 Assembly General is 25% of 60% or 15%.

A brief discussion took place around how best to reduce the financial deficit associated with the CMOS Bulletin SCMO. Instead of trying to generate more revenue through sponsorships/partnerships/advertising, the following question was posed: How can the Bulletin be better used to entice new membership? It was also suggested to start including more testimonials from all levels of CMOS members, students, new graduates, early career scientists, experienced specialists.

Motion to approve the 2020 budget. (Jones/Fissel). Carried.

## **9. APPOINTMENT OF AUDITORS FOR 2019: GORDON GRIFFITH**

---

Motion to continue with WGP Professional Corporation Chartered Accountants as the auditor for 2019. (Drummond/Taylor). Carried.

## **10. INSTALLATION OF OFFICERS FOR 2019-2020: WAYNE RICHARDSON**

---

Wayne Richardson stated that the rules, as defined in the By-laws for seeking nominations for all elected officers, were followed. As a result, there was only one nominee for each elected officer's position.

The proposed list of officers for 2019-2020 included in the meeting documentation was acclaimed.

## **11. APPROVAL OF FELLOWS FOR 2019: PAUL KUSHNER**

---

Paul Kushner presented the recommendations from the Fellows Committee. They included three candidates as Fellows and one candidate as Honorary Fellow.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

Motion to approve the three candidates as Fellows of the Society and the one candidate as Honorary Fellow of the Society as recommended by the Fellows Committee. (Strong/McBean).  
Carried.

## 12. LOCATION OF FUTURE CONGRESSES: PAUL KUSHNER

---

2020 – Ottawa: Theme: *Building Societal Resilience to Changing Weather, Climate, Oceans and Environment / Bâtir une résilience sociétale face aux changements de la météo, du climat, des océans et de l'environnement.*

2021 – Victoria

2022 – Saskatoon: joint with the Canadian Geophysical Union (CGU)

2023 – TBD

## 13. OTHER BUSINESS

---

### **13.1. DRAFT MEMBER CODE OF CONDUCT: PAUL KUSHNER**

Paul Kushner introduced this initiative. The intent would include having all members acknowledge adhering to the code of conduct when they renew their membership and all new member applicants would also acknowledge adherence to the code of conduct upon joining the Society. A French translation of the code is required.

**New Action Item: The draft Member Code of Conduct will be widely consulted on over the remainder of 2019 leading to a final version being presented at the CMOS AGM 2020 in Ottawa. (Executive Committee)**

### **13.2. REVIEW OF ACTION ITEMS: WAYNE RICHARDSON**

There were four action items recorded at the 2018 AGM.

1. *The Awards and Prizes Committee to review the description of the Tertia MC Hughes Memorial Graduate Student Prizes to determine if it is necessary to identify the eligible fields of study. Closed.* This was included in the Bylaw revision 2019 approved under Item 7.
2. *Executive to look at the option of creating a new type of registration payment for retired members. Closed.* Wayne Richardson presented his report and his recommendation to not make any changes to the retiree member category.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 3**

3. *Sarah Knight to follow up on writing an article of membership benefits for consultants.*  
**Open.**
4. *Executive to follow up with Bob Jones for further work on Weathercaster fee structure.*  
**Open.**

There was one action item recorded at the 2016 AGM still open.

1. *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.* **Open.**

*As the impact and value analysis couldn't be completed after only one year of waiving the student membership fees, Council has approved providing free membership to students for 2018 and 2019. The impact and value analysis will be completed in 2019.*

Kim Strong presented a table of student membership versus total membership for 2015 to 2019 to assess the impact of eliminating the student membership fee starting in 2017. The impact so far appears to be positive. It was recommended to close this action item as a result.

There was also some discussion about the merits of reducing membership fees for early career researchers, e.g., two years beyond PhD, but no consensus. The importance of being able to include the membership fee in Congress registration was noted. It was also suggested that members receive some sort of recognition when they pay their fees, such as a membership and/or CMOS pin.

**New Action Item: With respect to the impact of waiving student membership fees since 2017, it was recommended to collect two more years of data to better inform a decision on whether or not to continue to waive the student membership fee. (Executive Committee)**

## **14. ADJOURNMENT**

---

Paul Kushner thanked everyone for attending the meeting.

Motion to adjourn. (Jones/Drummond). Carried.



## APPENDIX 1

### New Action Items from AGM-AGA Meeting

1. The draft Member Code of Conduct will be widely consulted on over the remainder of 2019 leading to a final version being presented at the CMOS AGM 2020 in Ottawa. (Executive Committee). **Open**
2. With respect to the impact of waiving student membership fees since 2017, it was recommended to collect two more years of data to better inform a decision on whether or not to continue to waive the student membership fee. (Executive Committee). **Open**

**Attachment/Pièce jointe 4**  
**CMOS Travel Bursary Procedure**

4(a) Proposed Procedure

4(b) Comments of Centre Chairs and Membership Committee

### Proposed Procedure for Student Travel Awards at CMOS Congresses

#### **Eligibility:**

Student Travel Awards (STAs) are available to CMOS student members who have submitted an abstract to a CMOS Congress and who plan to present their research in person.

#### **Criteria:**

The applications will be judged on i) quality of the submission ii) financial need and iii) potential or actual contributions of the member to the applicant's home CMOS Centre.

#### **Preparation**

In order to initiate this procedure, the Scientific Program Management software requires modification to create a spreadsheet including an additional form that includes:

- a) Information on all applications including student name, title and abstract of paper and promoting Centre;
- b) Number of student members at each Centre plus International student members (to determine rough proportionality of STA awards); and
- c) Space for reviewer comments.

The new STA program will be communicated to Centres and students in advance of the 54<sup>th</sup> Congress (May 24-28, 2020) in Ottawa. This procedure will be evaluated following the 54<sup>th</sup> Congress with input from Ottawa SPC.

#### **Procedure:**

1. Congress LAC will budget an amount (a minimum of \$10K with additional funds being sought for example, via sponsorship opportunities) for STAs for the upcoming Congress and notify Centres in advance of Congress abstract submission deadline. The amounts for disbursement will be taken from registration and abstract fees;
2. Students will apply for the STA at time of abstract submission as part of the abstract submission process. In order to be eligible for the STA, students must submit their abstracts by the original abstract deadline (even if this deadline is later extended), in order to ensure timely review of applications. Students will apply by
  - a) Checking a box indicating desire to apply for STA at time of abstract submission through the Scientific Program Management software;
  - b) Providing brief (~100 words), supplementary information that highlights their financial need, role within the local Centre, background on their paper and any other considerations that would assist the STA Committee to adjudicate the award.
3. The Scientific Program Management software will automatically link the name, contact information, membership number, Centre affiliation (as applicable, see 4c below), title and abstract information to the application. Note that international members of CMOS have no centre affiliation. These students will be separately evaluated by the Congress LAC. students who are registered from outside Canada.

## CMOS Student Travel Awards (STA) Program

---

4. A review committee of 2-3 people from each Centre will adjudicate the STA applications including International member applications;
  - a) Adjudication will be undertaken over a period of four weeks and each application will be given a ranking (to be determined, e.g. A/B/C/D) based on the criteria stated above;
  - b) Reviewer comments in the SPM software will provide important considerations for the final review process.
  - c) Student members who are affiliated with an international institution do not typically have a Centre affiliation. These students will be separately evaluated by the Congress SPC.
5. Spreadsheet of all applications will be sent to all Centres and the Congress SPC;
6. A subcommittee of the Congress SPC makes final recommended ranking of candidates, as well as the number of awards and their amounts. Example approaches include:
  - a) All successful applicants receive equal awards;
  - b) The strongest applicants receive base award consisting of the waiving of the student registration fee and possible bonus travel amount (which could be decided, for example, by distance travelled).
7. SPC informs CMOS National and Centre Chairs of final decisions (before early registration deadline).
8. CMOS National creates form letter to send to students and disburses funds at the Congress.

### Rationale

The purpose of initiating this process is to;

- Develop standard procedure for disbursement of bursary awards drawn from the Congress budget;
- Incorporate input from CMOS Centres on applications, to engage them and their student members;
- Ensure that final decision on STAs belong to the Congress Science Programme Committee (SPC) as funds come from the Congress's budget;
- Encourage SPC to award funds approximately proportional to number of students at each Centre (+ International members);
- Ensure a straightforward process to administer and take advantage of Congress Scientific Program Management software;
- To be evaluated as a pilot for 2020 Congress and adjusted in subsequent years; and
- Maintain Centre autonomy to allow for individual Centres to have the option to provide additional travel support from their own funds.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 4b**

**Comments from Centre Chairs & Membership Committee (meeting #6, 8-July-2019) on first draft of Revised Student Travel Award Procedure (not attached to Exec-1 Minutes)**

**July 27, 2019**

**Comments extracted from the Draft Minutes of the July 8, 2019 Centre Chairs & Membership Committee meeting #6 are included below, followed by suggested edits to the document that were provided by some Committee members.**

### Proposed Procedure for Student Travel Bursaries at CMOS Congresses

**Action Item** arising from June 20 Congress Committee Meeting #5:

KS to present the proposed procedure for awarding student travel bursaries to the Centre Chairs and Membership Committee for approval.

#### **Attachment #3 – Proposed Procedure for CMOS Student Travel Bursaries (STB) Program**

We had a lengthy discussion of the proposed procedure for engaging Centres in awarding CMOS Student Travel Bursaries. Comments and questions included the following:

- I am OK with the direction of Student Travel Bursaries proposal, I like it. If they are worried about the “volume” of applications I can help review applications. You have my approval.
- Mostly okay, hesitant to reject any applications, don't like the “Rejected” option in A/B/C/Rejected. The Congress SPC should just do the selection.
- What defines the selection criterion “i) quality of the submission”? The quality of the abstract or the quality of the science? They are different.
- How is the selection criterion “ii) financial need” to be judged? In most cases, supervisors will cover travel expenses if needed.
- Unclear what is meant by the selection criterion “iii) potential or actual contributions of the member to the CMOS Centre promoting the student”. Suggested rewording: “iii) potential or actual contributions of the member to the applicant's home CMOS Centre”.
- Each Centre will rank its own students, but how will the SPC do the final adjudication between the rankings from different Centres?
- Some Centres are likely to have many more applicants. Would unused STB funds from other Centres be transferred to Centers with many students?
- Past practice: In previous years, the SPCs have used different approaches to allocating funds to students. Sometimes a fixed amount for all awardees and sometimes an amount weighted by the distance the awardee has to travel to the Congress.
- Is the term “bursary” correct? Perhaps more accurate to call it “student travel assistance”.
- A budget of \$10,000 spread across 14 Centres is not much. Would like to see this amount increased.
- STBs are a good way to get students engaged in CMOS.
- Unclear how international students will be assessed.
- There was a comment that the By-Laws say support is to be directed to Canadian students, which suggests a disconnect from what is in the procedure. However, a subsequent review of the By-Laws did not reveal such a statement.
- There were concerns about the amount of work and coordination involved for such a small amount of money. There seems to be a lot of back and forth. Could be a backlog if there are delays at some Centres or elsewhere in the process.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 4b**

- The SPC could make the selection and then send the abstracts to Centres to see if they have any comments.

Overall, there was some scepticism about the procedure, concerns that it is inefficient particularly given the small budget, and some preference to have the SPC continue to award STBs. However, there was agreement to proceed on the basis of a one-year trial period and to then reassess after the Ottawa Congress.

**New Action Item 2018-19.CC6.1:** KS to report back to the Congress Committee on the Centre Chairs' discussion of the Proposed Procedure for Student Travel Bursaries and suggested edits to the procedure.

-----**Proposed Procedure**-----

**Eligibility:**

Student Travel Bursaries (STBs) are available to CMOS student members who have submitted an abstract to a CMOS Congress and who plan to present their research in person.

**Criteria:**

The applications will be judged on i) quality of the submission ii) financial need and iii) potential or actual contributions of the member to the applicant's home CMOS Centre.

**Preparation**

In order to initiate this procedure, the Scientific Program Management software requires modification to create a spreadsheet including an additional form that includes;

- d) Information on all applications including student name, title and abstract of paper and promoting Centre;
- e) Number of student members at each Centre plus International student members (to determine rough proportionality of STB awards); and
- f) Space for reviewer comments.

The new STB program will be communicated to Centres and students in advance of the 54<sup>th</sup> Congress (May 24-28, 2020) in Ottawa. This procedure will be evaluated following the 54<sup>th</sup> Congress with input from Ottawa SPC.

**Procedure:**

9. Congress LAC will budget an amount (~ \$10K) for STBs for the upcoming Congress and notify Centres in advance of Congress abstract submission deadline. The amounts for disbursement will be taken from registration and abstract fees;
10. Students will apply for the bursary at time of abstract submission by;
  - c) Checking a box indicating desire to apply for STB at time of abstract submission through the Scientific Program Management software;
  - d) Providing their name, contact information, membership number, Centre affiliation, title and abstract information;
  - e) Providing brief (~100 words), supplementary information that highlights their financial need, role within the local Centre, background on their paper and any

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 4b**

other considerations that would assist the STB Committee to adjudicate the bursary.

11. A review committee of 2-3 people from each Centre will adjudicate their STB applications including International member applications;
  - d) Adjudication will be undertaken over a period of four weeks and each application will be given a ranking (e.g. A/B/C/Rejected) based on the criteria stated above;
  - e) Reviewer comments in the SPM software will provide important considerations for the final review process.
12. Spreadsheet of all applications will be sent to all Centres and the Congress SPC;
13. SPC subcommittee makes final recommended ranking of candidates, as well as the number of awards and their amounts. Example approaches include:
  - c) All successful applicants receive equal awards;
  - d) The strongest applicants receive base award consisting of the waiving of the student registration fee and possible bonus travel amount.
14. SPC informs CMOS National and Centre Chairs of final decisions (before early registration deadline).
15. CMOS National creates form letter to send to students and disburses funds at the Congress.

### **Rationale**

The purpose of initiating this process is to;

- Develop standard procedure for disbursement of bursary awards drawn from the Congress budget;
- Incorporate input from CMOS Centres on applications, to engage them and their student members;
- Ensure that final decision on STBs belong to the Congress Science Programme Committee (SPC) as funds come from the Congress's budget;
- Encourage SPC to award funds approximately proportional to number of students at each Centre (+ International members);
- Ensure a straightforward process to administer and take advantage of Congress Scientific Program Management software;
- To be evaluated as a pilot for 2020 Congress and adjusted in subsequent years; and
- Maintain Centre autonomy to allow for individual Centres to have the option to provide additional travel support from their own funds.

**Attachment 5**  
**CMOS Website Design Survey**

- 5(a) Survey Questions**
- 5(b) Compiled Responses**



**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 5a**

**in1touch/CMOS: Re-design, Existing Public-Facing Website, Design Preferences, May 17, 2019**

**Instructions:** Please enter your responses and return as a Word doc. Brief replies are preferred.

**Note:** This survey refers only to your public-facing website, a separate survey/analysis will be completed as regards your member portal, i.e. for its functionality and layout.

1. List a 2-3 URLs of public-facing websites you find compelling, and or you wish to emulate. (French or English sites can be referred to.)

2. If applicable: in your view, how is your current public-facing website falling-short, as regards:

a) textual content:

b) design (look and feel):

c) the way it functions:

3. Looking at your current website, please indicate which one of the following visual elements or styles:

(choose one)

- must be, or,

- wish to be, or,

- should not be, or,

- doesn't matter if,

transferred over from the current website:

a) corporate logo:

b) colours:

c) fonts:

d) pictures or images (give some examples):

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**

**Attachment/Pièce jointe 5a**

4. What are the main content sections that you would like to have in your public-facing website?

The following content sections will remain:

The following content sections will be deleted:

The following content sections will be added:

5. Navigational preferences to think about. Answer "as best you can at present."

**Hint:** you might get ideas about this by looking at the websites you identified in #1 above.

- do you need navigational drop-downs along the left side, or at the top, in the middle, or combination of those?

- would you like to have navigational "buttons" along the top side (or at other areas) of the website? if yes, what navigational buttons would you like? (For example: 'Member Login', 'Members Directory')

6. Corporate Branding/re-Branding (Yes/No)

- will the design of the organization logo stay as it is, or do you wish OlaTech to design a new logo? (note: if yes, there is an additional fee from OlaTech for a new logo design.)

- do you need any of our services related to business card and or letterhead design? (if yes, we will follow up in a separate meeting related to these points.)

7. We would like the new public-facing website launched by this date:

8. The new public-facing website must be done no later than this date:

9. Any additional comments here:

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 5b**

**Attachment 5b**

**CMOS Website Design Preferences Survey**  
**Compiled Responses - 2019-08-19**

**Attachment/Pièce jointe 5b**

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
 Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019  
 Attachment 5b

CMOS Website Design Preferences Survey - May 17, 2019

1. List a 2-3 URLs of public-facing websites you find compelling, and or you wish to emulate. (French or English sites can be referred to.)

<a href="https://www.storm.ca">https://www.storm.ca</a>	
<a href="https://evidencefordemocracy.ca">https://evidencefordemocracy.ca</a>	
<a href="https://www.cap.ca">https://www.cap.ca</a>	
<a href="https://www.ametsoc.org/index.cfm/ams/">https://www.ametsoc.org/index.cfm/ams/</a>	
<a href="https://www.rmets.org/">https://www.rmets.org/</a>	
<a href="https://www.who.edu">https://www.who.edu</a>	
<a href="https://www.awi.de/en.html">https://www.awi.de/en.html</a>	
<a href="https://www.heartland.org/">https://www.heartland.org/</a>	
<a href="https://www.gvhs.ca">https://www.gvhs.ca</a>	I am not a member (of GVHS), but find this one provides lots of easy to find information, has good contact information. I like especially the menu system which is expandable by item; yet has room for more main headers.
<a href="https://www.ttc.ca/">https://www.ttc.ca/</a>	(Toronto Transit) is not bad if the moving photos are removed. Lots of informative menus and links. By all means do not design with moving photos – they are distractions.
<a href="https://www.ametsoc.org/index.cfm/ams/">https://www.ametsoc.org/index.cfm/ams/</a>	Our USA counterpart is a horrible example of top page distractions.
<a href="https://www.amos.org.au/">https://www.amos.org.au/</a>	Australia – follows the same model – huge photos little information
<a href="https://network.futureearth.org/home">https://network.futureearth.org/home</a>	
<a href="https://www.klimacampus-hamburg.de/start/">https://www.klimacampus-hamburg.de/start/</a>	The page is only partially in English, but I really like their design.
<a href="https://eswnonline.org">https://eswnonline.org</a>	
<a href="https://www.aslo.org">https://www.aslo.org</a>	
<a href="https://www.ametsoc.org/index.cfm/ams/">https://www.ametsoc.org/index.cfm/ams/</a>	
<a href="https://sites.agu.org/">https://sites.agu.org/</a>	
<a href="https://www.awma.org/">https://www.awma.org/</a>	

2. If applicable: in your view, how is your current public-facing website falling-short, as regards:

a) textual content:

More content on the homepage
Far too much on the front page. Main headings seem to have overlap, unless you are an insider. Should be far fewer (maybe half, at the most) main headings.
Difficult to find most important information
In large measure, OK.

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
 Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019

Attachment 5b

On the main page: in the 'What's New' section there should be more pre-view text to get people interested to read on. Same for Events section. While in other sections e.g. the tour speakers, the text sections are lengthy and could be formatted differently for easier read.

The contents need update, many webpages under "Activities", "Educations", "Centers", "SCOR" haven't updated for long time.  
 If committees/council or centers can't update the content, CMOS needs a dynamic webpage and this can be achieved with active council and centers.  
 Redesigning the website is a good idea, however CMOS committees should be engaged to update the website.

b) design (look and feel):

Increase amount of graphics and easy to find links/menus, ensure that the layout is formatted properly so that text and images line up nicer.

Generally, it is not interesting. It does not make me curious. I feel immediately overwhelmed and slightly confused, and want to look away, as opposed to dig deeper. Too much text, not enough images.

I never liked the photos which are IMHO space fillers where there might be other key information

I like the colour scheme, however, the overall design could be cleaner/simplified.

The current website is simple and easy to navigate which is very good. However, pictures, classification on main page, would make it more interesting.  
 Please note the bulletin webpage is not really a proper webpage for CMOS, its more suitable for consulting company or art works.

c) the way it functions:

Needs to be more user friendly.

Cumbersome to navigate.

The site needs a specific search engine to find key words on the web site only, not in the Google universe

The menu structure could be simplified and organized by more overarching themes. The current menu function appears somewhat bulky.

The congress registration, proposal, abstract submission is not user friendly, it requires to be re-designed fundamentally. The congress activities (registrations, abstract and proposal submission, etc.) should be under Congress Main page. The steps for registration or submission should be updated (not user friendly)

The ability to host the video clip, presentation, webinars.

The CMOS main page should be longer and have a different sections (like AGU website: <https://sites.agu.org/>) . Separate following sections from each other and make the main page longer and clear:

fellowship

section for announcement,

Members

Donations

Tweeter (Tweet window never displays ??) also create a similar window for the Facebook and LinkedIn to be able to see the messages on those social media in the main page

Event

General:

Attachment 5b

CMOS is a national organization with a National Executive who are actively charting the course of the organization. The website needs a "front end" to reflect the current directions and priorities of the organization at large as well as any subordinate directions being promoted by the Centres. The website needs to reflect provide a platform to support the planning and execution of the overall organization with the vision and strategic plan guiding directions. Lots of the content of the current website is relevant and useful, though finding it can sometimes be a trick. What is not obvious is the way the national office works, the roles of the people who are part of it, their job descriptions and who is paid and who is a volunteer. A list of current committees and their status would be useful as would a current list of the "positions" taken by the organization, the current policies as they affect potential members, a hint as to the financial limitations/health etc, etc. While the website could do with freshening up, most of what is there is good, it simply does not reflect the energy of the organization at large or its current and future directions. Content requires more work than presentation.

3. Looking at your current website, please indicate which one of the following visual elements or styles: (choose one)

- must be, or,

Current and compelling; appealing to potential members; informative and well-organized.

- wish to be, or,

Maine page need better design, a better place for the "event", "Whats,New",  
the link to Facebook, twitter, LinkedIn should have a better design.

A section in the main page should be design for CMOS office to post any important "announcement" to the members (not typing all over the place in the main page)

- should not be, or,

- doesn't matter if,

transferred over from the current website:

a) corporate logo:

Already excellent, not a priority for change

Must be transferred

Must be

Always

Must be

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019

Attachment 5b

b) colours:	
	Blue is already perfect for water and air.
	Wish to be.
	Doesn't matter
	Current blues are OK.
	wish to be (maybe with slight adjustments)

c) fonts:	
	Not Important
	Does not matter
	Doesn't matter
	could be (improved) – I personally find the menu fonts a bit hard to read.

d) pictures or images (give some examples):

Could be more attractive and attention-getting	
Does not matter.	
Does not matter.	
I did not find many pictures on the website, but there could be more added.	

4. What are the main content sections that you would like to have in your public-facing website?

The following content sections will remain:	
	Most of the current sections should remain. See response to #2, for additional information required. Emphasis on who we are and what we do.
	About CMOS, Membership, Publications, Education & Careers, Centres, Archives, Services, Events
	Top line menus are all good and should be kept. My only comment would be to move SCOR to a top line menu item. There has always been room. SCOR is for all intents and purposes the Oceanographic arm on the Society and should be given elevated status.
	membership, congress, activities, centres, partners and services, education (could be changed to 'outreach and education'?)

The following content sections will be deleted:	
	Partners and Congress (can go under the "About" section)
	jobs (I am unsure how much this section is used)
	If no update on the content then it should be removed, however first it should be communicated with the representative committee and request for the update (needs dynamic committees to be engaged)

The following content sections will be added:

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
 Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019

Attachment 5b

Add feed to social media, search for publications				
About Us/Who we are – to include: some of what appears under HOME, a much improved centers listing/pages				
Activities/What we do – to include: congresses, publications, education, activities, and research overview (when available)				
Find an Expert – to include: consultants directory, weathercaster list, members directory, media expert directory (when available)				
Get Involved – to include: become a member, consultant accreditation, weathercaster endorsement, donate				
News and Events – maybe to include current news items or maybe just a link to Bulletins site, or both. But some CURRENT news/research/etc on the home page v. important. At the moment what is offered is not relevant for anyone other than members.				
Members Login				
The only main header which needs reorganization is the one under Home. The subjects are diverse and need some changes				
Early-career and/or student section (e.g. offer links to resources and possibilities to get involved with CMOS on education/outreach, research collaborations etc.)				
We need to host a webinar, audio, video (mp4 and mp3) on the website				

5. Navigational preferences to think about. Answer "as best you can at present."

**Hint:** you might get ideas about this by looking at the websites you identified in #1 above.

- do you need navigational drop-downs along the left side, or at the top, in the middle, or combination of those?

- would you like to have navigational "buttons" along the top side (or at other areas) of the website? if yes, what navigational buttons would you like? (For example: 'Member Login', 'Members Directory')

Navigational drop-downs left at the top, as is.
Navigational buttons left at the top, as is.
Buttons should be updated to include programs and services that CMOS delivers, as well as, perhaps some history.
At the top, but maybe simplify the amount of options in the dropdowns.
At the top: 'About CMOS', 'CMOS Congress', 'Membership', 'Publications', 'Education & Careers', 'Meetings & Events', 'Policy'.
Search box.
If it is clearly laid out on home page, and if the main menu is always available no matter what page you are on, I don't see the need.
Top and side are both good. Main thing is that they be changeable and or added to with ease
The Member examples relate to the next phase. The present way it is set up is OK but the move to the "Hello Robert" style a year or so ago did not improve things. A clearer password situation for a) the regular member logins to renew membership etc., and b) the member logins for those who are accessing the database and posting on the web site needs to be included. But keep that small and innocuous as it is now.
No one likes to go to a web site looking for information and be faced with giant username and password boxes as it we have lots to hide.
At the top
Yes. Member login, English/French (these are already there), potentially could have a "Become a member" button



Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019

Attachment 5b

Top left. Buttons for: About (with infos such as Current team, partners, services, membership options and application), Member Login, Congress Info, Educational Material, Publications

Combination of those (see <https://sites.agu.org/>)

Its better to be at the top, however the "Google search" would be better to move at the end of the page,

Overall the bottom of the main page is not well designed and needs to be classified.

6. Corporate Branding/re-Branding (Yes/No)

- will the design of the organization logo stay as it is, or do you wish OlaTech to design a new logo? (note: if yes, there is an additional fee from OlaTech for a new logo design.)

- do you need any of our services related to business card and or letterhead design? (if yes, we will follow up in a separate meeting related to these points.)

Leave logo as is.

No need for business card nor letterhead design.

No rebranding.

Not a priority

DEFINITELY no new logo design needed.

Yes, it would be nice to have a more modern logo. But it is not a priority if the fee is too high or if others feel strongly about keeping the logo

No services related to business card or letterhead design

As is! It looks great.

Not sure about this point. (Business card and or letterhead design service)

no reason to change the CMOS logo

Yes, it would be more professional to have consistent letterhead for minutes, letters, etc.

7. We would like the new public-facing website launched by this date:

A lot of visioning and positioning work to do first before starting work on the website.

No

Can see no reason to rush. As with the last web site update in 2014, I am unsure what is driving this one. Certain fixes to the present platform may be all that is needed, not a complete redesign.

It would be nice to announce it in the next congress, but it's not a "must"

Before the beginning of main advertising and start of abstract submission for the congress 2020

AT least 4 months before the CMOS annual congress and allowed the member to get familiar with the new website

8. The new public-facing website must be done no later than this date:

There is a lot of CMOS process that needs to be completed before website redesign can even start.

Oct. 30, 2019

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019  
Attachment 5b

9. Any additional comments here:

The website cannot be made more relevant until CMOS as an organization works through a number of issues, perhaps the most fundamental of which have to do with our vision, mission and strategic plan, ie. Who are we, what do we want to do and how are we going to get there? Membership is an absolutely fundamental issue, and will be addressable once we clarify what programs and services will be delivered to support our strategic plan, mission and vision for the future. The issue of corporate role in the organization is another big one that needs to be addressed.

CMOS clearly has a vision of the Special Interest Groups (SIGS) having a role in the future of the organization. Thus, clearly it is a priority to provide support in some form for the active SIGS. Money would be much better spent supporting these as an agreed to way forward for CMOS than for gussying up a website that is not extremely targeted and focused on the future of the organization.

Keep the site simple with and bring some of the key items to the homepage as opposed to buried in the dropdown menus... for example, sections on homepage like AMS site... 'Get Involved', 'Popular Resources', 'Information', 'Latest News', 'Upcoming Meetings', 'Featured Publications', 'Links to Social'; Add more graphics to make the site less plain looking and to add some character;

In particular, our web site should provide information and links and not hide behind a member only login. Opening pages on many current web sites provide huge images and little else of use. We should not go there.

A web site should provide as much (about CMOS) as we can provide, plus (and this is very important) some solid contact information and email addresses. info@cmos.ca is not good enough.

And DO NOT design a "form" for someone to fill out just to send a message asking a question. Those query forms are very annoying.

The drop down menus (or side ones if you wish) were an improvement over the 2014 version. Something like them should continue with improved ability for the webmaster to add / make changes.

The 2014 change lost the WYSIWYG ability when editing. Maybe today's engines can bring that back. The present In1Touch system of fooling around with "Tags" is not easy and the result is that few of our members have embraced it.

The In1Touch "back end" and database tries to be all things to all organizations, and therefore fails for CMOS. There are way too many applications, statistics and functions which are not relevant.

Just look at:

<https://cmos.in1touch.org/site/userhome>

to see what I mean. Over 9000 members !!!; just 50 retired members; we wish.

I don't have strong feelings about the current website (I don't hate it, but I don't particularly love it). Basically, I feel some tabs might have a bit of an "older" look and that the home page is missing the opportunity to scream to the world how awesome CMOS and its people are ☐

The congress webpage, registration, proposal and abstract submissions needs better designed. i.g. The registration, submission should be accessible through to the congress main webpage.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 6**

**Website Revision Advisory Working Group**

Felicia Kolonjari	Chair, CMOS Councillor-at-large
Sarah Knight	Editor, CMOS Bulletin
Ellen Gute	Students Committee chair
Bob Jones	CMOS Archivist
Michael Steeves	CMOS Congress Ottawa 2020 LAC member
Christine Leclerc	CMOS Twitter manager
Ann McMillan	CMOS Congress Ottawa 2020 LAC member
Farida Dehghan	CMOS Webmaster
Mike Manore	CMOS Congress Ottawa 2020 LAC member

## CMOS Cycle of Activities July-Sept

### JULY - AUGUST

#### **Recording Secretary**

- prepares Minutes of the **Annual General Meeting** for review by the Executive at its first meeting. The revised version needs to be approved by Council at its September meeting. The approved version will therefore be ready for translation and publication in the next Annual Review. The final approval will be given at the next AGM.

#### **Executive Director**

- **Forwards substantive By-Law amendments, approved at the previous AGM, to Industry Canada, Corporations Directorate, for ministerial approval.**
- Minor changes to the By-Laws, which do not require ministerial approval, are to be incorporated and forwarded to the CMOS Webmaster for web publication.

#### **Local Area Committee Chair from the recent Congress**

- Overall Report to President on Annual Congress
- Scientific Committee Report to President on Annual Congress

### August Executive Meeting

### Reminders for SEPTEMBER

**First week:** Deadline for the October issue of *CMOS Bulletin SCMO*.

#### **President**

- The President submits a letter to MSC and/or DFO, as appropriate, requesting the attendance of their employees at the next year's congress to make sure they have the request prior to fixing their travel plans for the following year. Copies are sent to local Centres for use at the local level.

#### **Executive Director**

- Sends out subvention cheques to the Centres and Chapters based upon the previous December membership lists.
- Sends to the chair of the Membership Committee an up-to-date membership list, together with a list of non-renewed and lapsed memberships, broken down by Centre. (Note: Centres can now check the database at any time for this information)
- Updates the membership fee schedules – as approved at the AGM
- Sends out email reminders to members to ask them to log in and renew

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe 7**

- Prepares notice to advertise Weather Trivia Calendar and Top Ten Weather Stories

Chairman of the Scientific Program Committee for the Upcoming Congress

- Issues advertisements for a Call for Papers for the *CMOS Bulletin SCMO*, the CMOS web site and *Atmosphere-Ocean*. Abbreviated versions of the advertisements should go to AMS and other societies, as appropriate.

**September Centre Chair Meeting** Approximately 1 week before Council Meeting

**September Council Meeting**

- Receives reports from the LACs for the next two years. The report for the next year's Congress will get more detailed as the year progress. Basic arrangements are to be in hand, e.g., LAC, Scientific Program Committee, and to be approved by Council. The report for the Congress 2 years out is more high level, Congress site ie convention centre will need to be booked soon.
- Considers appointments to the Local Arrangements Committee and the Scientific Program Committee for the Congress two years hence.
- Approves proposals to fill committee vacancies gathered by the Vice-President.
- Appoints the Nominating Committee for Council. According to recent practice this committee has been chaired by the Past-President and has included the President and any others approved by Council.
- Decides upon the Tour Speaker(s) for coming Fall and Winter.
- Approve the minutes from the last AGM.

## **Executive and LAC Activity Reports Rapports d'activité de l'exécutif et des CAL**

- 8(a) President/Président(e)
- 8(b) Vice-President/Vice-président(e)
- 8(c) Executive Director/Directeur général
- 8(d) Treasurer/Trésorier
- 8(e) Corresponding Secretary/Secrétaire correspondant(e)
- 8(f) Past President/Président sortant

## President Report Rapport – Président(e)

### 1. MEETINGS

---

#### Since July 8 Council Meeting #6:

July 8-12: Attended various CMOS-related meetings at the IUGG General Assembly:

- CMOS Centre Chairs and Membership Committee (chair), July 8
- Publications Committee meeting, July 8
- CMOS Council meeting, July 8
- CMOS AGM, July 9
- ARRCU-SIG meeting, July 10
- Arctic SIG meeting, July 10
- CMOS Banquet, July 11
- NSERC meeting regarding research classification codes, July 11
- NSERC information session, July 12

July 15: Status update telecon with Marek and Gordon

July 25: Status update telecon with Marek and Gordon

August 19: Status update telecon with Gordon

### 2. TRAVEL

---

Attended the IUGG General Assembly, gave three invited talks.

### 3. STATUS OF ACTIONS ITEMS

---

#### 3.1. NEW ITEMS FROM LAST MEETING

#### 3.2. OLD OPEN ITEMS

### 4. OTHER ACTIVITIES

---

#### 4.1. CENTRE CHAIRS AND MEMBERSHIP COMMITTEE

July 8: Chaired CMOS Centre Chairs and Membership Committee Meeting #6. **Draft Minutes are attached, Attachment #7a1.**

#### 4.2. MARKETING

From Executive Meeting #6, formalized as an action item at the Centre Chairs and Membership Committee Meeting #5:

**2018-19.CC5.3:** KS to generate a version of the Ottawa Centre's CMOS postcard that could be used by CMOS and all Centres, and circulate draft version for feedback.

I generated a draft student-focussed postcard intended for use by CMOS and all Centres, using the Ottawa Centre's version as a starting point, replaced all photos given possible copyright issues, and updated the content. Asked Centre Chairs for comments by Monday, August 19 and said I would revise and present the postcard to the August 22 Executive meeting. Once we have a final version, we will get it translated into French. **Two versions are attached, Attachment #7a2 and #7a3.**: my original (V1) and a suggested revision (V1\_EG) provided by Ellen Gute (new Chair of the Student Committee). No other feedback was received. **Any comments on the two drafts?**

#### 4.3. STUDENT ENGAGEMENT

I met with Ellen Gute on July 23. Ellen has some great ideas and is ready to be proactive. To help her implement some of her ideas, we need an active Student Committee. I asked Centre Chairs to appoint student representatives for the coming year, if they haven't already. I suggested to Marek that he invite Ellen to attend the September 12 Centre Chairs and Membership Committee meeting, where this topic can be further discussed. I told Ellen that I would talk to the Executive at today's meeting about inviting her to attend part of the September 19 Council meeting. **Any comments on this suggestion?**



**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe # 8a**

#### 4.4. SCHOOL AND PUBLIC EDUCATION COMMITTEE

Still need to sort out Chair and members. Would like to link this effort to the ARRCU White Paper on Education. Have collected some more names. Will discuss with Marek and start recruiting.

#### 4.5. COLLECTING TOPICS FOR DISCUSSION AT SEPTEMBER 19 COUNCIL MEETING:

- Projects Atmosphere and Maury: We have received a nice report from this year's participant in Project Atmosphere 2019 – see [https://cmos.in1touch.org/uploaded/web/website/Education/2019-Project%20Atmosphere%20Report%20-%20Bogusia%20Gierus\(revised\).pdf](https://cmos.in1touch.org/uploaded/web/website/Education/2019-Project%20Atmosphere%20Report%20-%20Bogusia%20Gierus(revised).pdf). It would be good to find a new co-sponsor for Project Atmosphere. Need to decide on whether to support both projects this coming year. Denis normally starts promotion to teachers in September. **I will ask Council for a decision.**
- CMOS representative on Planetary Exploration Consultation Committee: John Moores (York University) has represented CMOS on the CSA's PECC for the last five years. He is willing to continue in this role, as the Scientific Committee did not appoint a new representative while he was on sabbatical. He is willing to continue/resume serving, unless CMOS would like to appoint a new representative. I have asked John to provide some background information about PECC and his role. **I will present this to Council.**
- Executive Director and ex-officio members of Council - email from Fred Conway. Section 10a of the By-Laws implies that the Executive Director should be elected as a Councillor-at-Large. Alternatively, we could propose a future AGM amendment to have the Executive Director appointed to Council as an ex officio CMOS staff member, to be stated explicitly in Appendix 2, 2.a.iii. The AGM voted to approve the Council slate, which did list Gordon as ex officio, even if the By-Laws don't specify that as an option. We could proceed as usual, on that basis, as has been done for many years, and include a simple By-Law amendment at next year's AGM to Appendix 2, 2.a.iii. **Do we need to discuss this at the Sept 19 Council meeting?**
- Request from Christine Leclerc (CMOS Twitter person) asking if CMOS will sign on to the declaration for climate democracy alongside youth from around the world. Gordon forwarded to SciCom Chairs. Could raise at Council meeting. **No action needed at this point.**
- For information: The Australian Meteorological and Oceanographic Society's Supplementary Statement on the IPCC Special Report on Global Warming of 1.5°C was formally approved by AMOS Council on 26 July. This statement is supplementary to the CMOS statement that AMOS endorsed earlier this year. See <https://drive.google.com/file/d/12aSREALQvj5u4lQ9623LYbSdhPN5yRNO/view>.

## 5. LAST WORDS

---

I would like to acknowledge and thank Dominique Paquin and the members of the LOC for all the work they did on behalf of CMOS in planning, reporting, and running the IUGG General Assembly and the CMOS-related components. It was a highly successful conference and the volunteer work of the LOC team was vital to this success. Congratulations to all who were involved.

## Vice President Report Rapport – Vice-président(e)

### 1. MEETINGS

---

Discuss relevant/important meetings attendance.

I attended the AGM and I phoned in as an observer to the Centre Chairs committee.

I had several “learning on the job” meetings with Kim Strong and Gordon Griffith.

### 2. TRAVEL

---

None

### 3. STATUS OF ACTIONS ITEMS

---

3.1. NEW ITEMS FROM LAST MEETING -NONE

3.2. OLD OPEN ITEMS- NONE

### 4. OTHER ACTIVITIES

---

4.1. CENTERS COMMITTEES

First meeting coming up Sept. 12, 2019.

4.2. MARKETING

### 5. LAST WORDS

---

I dug into documentation on CMOS’ charitable status and with Gordon’s help I found this error strewn statement on the government site:

<https://apps.cra-arc.gc.ca/ebci/hacc/srch/pub/dsplyRprtngPrd?q.srchNm=Canadian+Meteorological+and+Oceanographic+Society&q.stts=0007&selectedCharityBn=118834449RR0001&dsrdPg=1>

I am trying to get information on CMOS membership make up, and whether it has changed over time. I will report in due course.

## Executive Director Report Rapport du Directeur général

### 1. MEETINGS

---

2019-07-08 – CNC-SCOR Annual General Meeting, Montreal, QC.

2019-07-08 – CMOS Centre Chairs and Membership Committee Meeting, Montreal, QC.

2019-07-08 – CMOS Council Meeting, Montreal, QC.

2019-07-09 – CMOS Annual General Meeting, Montreal, QC.

2019-07-25 – CMOS Executive Update (Pres., V-P., E-D.) via Skype

2019-08-08 – MSC Retirement reception for David Grimes

2019-08-19 – CMOS Executive Update (Pres., V-P., E-D.) via Skype

### 2. TRAVEL

---

2019 – 07 – 08 – 12: Attended IUGG General Assembly 2019, Montreal, QC.

### 3. STATUS OF ACTIONS ITEMS

---

#### 3.1. NEW ITEMS FROM LAST MEETING

#### 3.2. OLD OPEN ITEMS

## **4. OTHER ACTIVITIES**

---

### **4.1. TERMS OF REFERENCE TRANSLATIONS**

All committees' terms of reference have been translated and posted on the CMOS public website. Last one still to be completed is for Executive Committee. Council is governed by by-laws.

### **4.2. WEBSITE REVISION PROJECT**

Olatech, the software service provider, provided a survey to gather pertinent information from society members. I compiled the survey responses and forwarded them to the Advisory Working Group to discuss and forward to Olatech.

## **5. LAST WORDS**

---

## Treasurer Report

### Rapport du Trésorier

#### 1. MEETINGS

---

- Centre Chairs and membership committee meeting, June 6, 2019
- Finance and Investment meeting, June 10, 2019
- Council meeting, June 13, 2019
- Audit committee meeting, June 13, 2019
- Congress committee meeting, June 20, 2019

#### 2. BUDGET

---

##### 2.1. EXPENDITURES

<u>Actual 01-01-2019 to 30-06-2019</u>	<u>Actual 01-01-2018 to 30-06-2018</u>
\$126,473.59	\$435,833.71

##### 2.2. REVENUE

<u>Actual 01-01-2019 to 30-06-2019</u>	<u>Actual 01-01-2018 to 30-06-2018</u>
\$123,662.09	\$504,795.44

##### 2.3. CREDIT

<u>Actual 01-01-2019 to 30-06-2019</u>	<u>Actual 01-01-2018 to 30-06-2018</u>
\$-21,811.50	\$68,961.73

##### 2.4. ISSUE

##### APPROVAL OF CHEQUES OVER \$5K FROM JANUARY TO JUNE 2019

- TCU Place, \$5,000.00 issued on April 11, 2019
- CMOS Halifax Centre, \$5,810.42 issued on May 1, 2019
- David Babb, \$5,000.00 issued on June 17, 2019
- Patricia DeRepentigny, \$5,000.00 issued on June 17, 2019

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe # 8d**

- Laxmi Sushama, \$5,327.94 issued on June 24, 2019

### 3. STATUS OF ACTIONS ITEMS

---

#### 3.1. NEW ITEMS FROM LAST MEETING

#### 3.2. OLD OPEN ITEMS

### 4. OTHER ACTIVITIES

---

#### 4.1. AUDIT

2018 Audit was completed by WGP chartered accountants on June 13, 2019

#### 4.2. TBD

### 5. LAST WORDS

---

- Congress was combined with IUGG, therefore no revenue from congress in 2019
- SCOR fund of \$20K not received as of end of June 2019
- Scholarship fund was considerably higher (\$13K) in 2019
- Project Atmosphere contribution of \$4K was higher than other years in 2019
- Translation expenses were higher (\$5.8) than in 2018
- Negative cash flow
- Expecting to have revenues from MSC, SCOR and JPDL in coming months
- Due to shortfall in revenue, we had to cash \$40K from mutual funds

## Corresponding Secretary Report Rapport – Secrétaire-correspondant(e)

(excel document mentioned below is not attached to Exec-1 minutes)

### Report on new members :

New members since May 2019 are highlighted in yellow in the accompanying excel document. I do not have confirmation of approval yet (it may exist but I do not have an email confirming it). I don't know if letters have been sent to the others or if their names have been passed on to the centres. (I did not receive a letter myself – note that I am one of the new members.)

TOTAL	REGULAR	STUDENT	ASSOCIATE	RETIRED	COPORATE
15	3	11	1	0	0

Montreal	Quebec	Ottawa	Toronto	Halifax	BC interior	Sask	International
1	1	3	2	1	1	1	5

ID13006 (Regular) (French)  
Mr. Thomas Kleiber  
Schweizer Fernsehen  
346, rue de l'Étala  
Lévis QC G7A 3A3>  
Email: [thomas.kleiber@gmail.com](mailto:thomas.kleiber@gmail.com)

ID13003 (Student) (English)  
Ms. Nadia Keshmiri  
University of Regina  
3 Massey Road  
Regina SK S4S 4M6 >  
Email: [nadia.keshmiri@gmail.com](mailto:nadia.keshmiri@gmail.com)

ID13005 (Student) (English)  
Mr. John G Virgin  
University of Waterloo  
110 Pinetrail Crescent  
Ottawa ON K2G 5B1>  
Email: [jgvirgin@uwaterloo.ca](mailto:jgvirgin@uwaterloo.ca)

Student membership application from other countries  
ID13004 (Student) (English)  
Ms. Esraa Emam  
National Research Institute of Astronomy and Geophysics



**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe # 8e**

1 El Marsed St,  
Helwan cairo 11421  
Egypt  
Email: [esraaemam@nriag.sci.eg](mailto:esraaemam@nriag.sci.eg)

ID4649 (Regular) (English)  
Diane Pendlebury  
Environment and Climate Change Canada  
4905 Dufferin Street  
Toronto ON M3H 5T4>  
Email: [diane.pendlebury@canada.ca](mailto:diane.pendlebury@canada.ca)

ID11631 (Associate CGU) (English)  
11631, Dr. James King  
Université de Montréal  
C.P. 6128/ Succursale Centre-ville  
MONTREAL QC H3C 3J7>  
Email: [js.king@umontreal.ca](mailto:js.king@umontreal.ca)

ID12909 (Regular) (English)  
Mr. Hong Liu  
ENGIE Canada Inc.  
105 Commerce Valley Dr. W., Suite 410  
Markham, Ontario, L3T 7W3>  
Email: [hong.liu@engie.com](mailto:hong.liu@engie.com)

ID12300 (Student) (French)  
Mr. Bertrand Cluzet  
Météo-France CNRS CNRM  
12 rue Léon Jouhaux  
Grenoble 38100  
France  
Email: [bertrandcluzet@gmail.com](mailto:bertrandcluzet@gmail.com)

ID12301 (Student) (English)  
Mr. Song Chentao  
Institute of Atmospheric Physics  
Chinese Academy of Sciences  
No. 40 Huayanli  
Chaoyang District  
P. O. Box 9804  
Beijing 100029  
China  
Email: [songchentao@mail.iap.ac.cn](mailto:songchentao@mail.iap.ac.cn)

ID12999 (Regular) (English)  
Mr. Patrick W Smale,  
P.O. Box 538  
31 Reagh Avenue

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe # 8e**

Middleton NS B0S 1P0>  
Email: [hsmale@ns.sympatico.ca](mailto:hsmale@ns.sympatico.ca)

ID12993 (Student) (English)  
Mr. Rajtantra Lilhare  
University of Northern British Columbia  
204-1380/ Foothills Blvd  
Prince George BC V2M 6V8>  
Email: [lilhare.rajtantra560@gmail.com](mailto:lilhare.rajtantra560@gmail.com)

ID12994(Student) (English)  
Mrs. Shabnam Ghaderishadbad  
70 Landry Street apt908  
Ottawa ON K1L 0A8>  
Email: [shabnam.ghaderishadbad.1@ulaval.ca](mailto:shabnam.ghaderishadbad.1@ulaval.ca)

ID12995(Student) (English)  
Mr. François PH Lapointe  
University of Ottawa  
31 du Cosmos  
Gatineau QC J9A 3E2>  
Email: [flapo099@uottawa.ca](mailto:flapo099@uottawa.ca)

Student membership application from other countries  
ID12996(Student) (English)  
Mr. Michael Rivera  
District University Francisco José de Caldas  
Calle 10 B bis Sur N° 16-43 Bl  
Bogotá D.C. 111511  
Colombia  
Email: [msriverae@correo.udistrital.edu.co](mailto:msriverae@correo.udistrital.edu.co)

ID12997(Student) (English)  
Mr. Kevin Fernando Rojas Gaitán  
District University Francisco José de Caldas  
Calle 1D Bis  
31B 56  
Bogotá D.C.  
Bogotá 111631  
Colombia  
Email: [kfrojasg@correo.udistrital.edu.co](mailto:kfrojasg@correo.udistrital.edu.co)

ID12998(Student) (English)  
Mr. Mahesh Jampani  
United Nations University (UNU) and Technical University of Dresden (TU Dresden)  
UNU-FLORES, Ammonstrasse 74  
Dresden 01067  
Germany  
Email: [jampani@unu.edu](mailto:jampani@unu.edu)

## Past President Report Rapport – Ancien président

### 1. MEETINGS

---

- IUGG meetings:
  - Two meetings of the Canadian National Committee for IAMAS, during IUGG, as national delegate.
  - CMOS Council and AGM, IUGG
  - ARRCU-SIG AGM/Town Hall, IUGG
- July 30: Met with Jim Abraham of Halifax to discuss nominations for CMOS Council for 2019-2020

### 2. TRAVEL

---

Attended IUGG

### 3. STATUS OF ACTIONS ITEMS

---

#### 3.1. NEW ITEMS FROM LAST MEETING

N/A.

#### 3.2. OLD OPEN ITEMS

2018-2019E7.2: GG and PK to investigate a hardship fund to support members' dues payments, based on donations to CMOS.

- PK and GG now working on this issue. Item still open.

### 4. OTHER ACTIVITIES

---

#### 4.1. CONGRESS COMMITTEE

- Serving as chair. Convening ad-hoc Congress Committee for 2019-2020: establish meeting schedule, identify members, identify objectives
- Will seek approval of membership of this committee from Council.

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #8f**

#### **4.2. ARRCU-SIG**

- Serving as chair. Planning first meetings for fall/winter 2019-2020

#### **4.3. NOMINATING COMMITTEE**

- Serving as chair (ex officio). Identifying nominations for CMOS Council 2020-2021, setting up meetings for the fall.

### **5. LAST WORDS**

---

**CMOS Centre Chairs and Membership Committee 2018-19**  
**Comité de l'adhésion et des présidents des centres de la SCMO 2018-2019**  
**Meeting No. 6 / rencontre # 6**

**13:00-14:00 EDT, Monday, July 8 / 1:00-2:00 HAE, lundi 8 juillet**  
**(10:00 Victoria, 11:00 Edmonton, 12:00 Winnipeg, 14:00 Halifax)**

**Montreal Convention Centre, Room 524B**  
**Salle 524B, Palais des congrès de Montréal**

**DRAFT Meeting Minutes**

<b>Centre/Role</b>	<b>Member</b>	<b>Initials</b>	<b>Attending</b>
Vancouver Island	Matthew Asplin	MA	√
BC Lower Mainland	Ken Kwok	KK	
BC Interior & Yukon	Peter Jackson	PJ	Regrets
Alberta	Paul Myers	PaulM	√
Saskatchewan	Ron Hopkinson	YL	√
Winnipeg	Patrick McCarthy	PatM	√
Toronto	Amir Shabbar	AS	√
Ottawa	Dawn Conway	DC	√
Montreal	Louis Lefavre	LL	√
Quebec	David Huard	DH	Regrets
Rimouski	Louis-Philippe Nadeau	LPN	√
New Brunswick	William Ward	WW	√
Halifax	Jim Abraham	JA	
Newfoundland & Labrador	Fraser Davidson	FD	
Membership	Felicia Kolonjari	FK	Regrets
Membership	Ron Bianchi	RB	Regrets
Vice-President (Chair)	Kimberly Strong	KS	√
Executive Director	Gordon Griffith	GG	√
Corresponding Secretary	Alanna Mackenzie	AM	
Incoming Vice-President	Marek Stastna	MS	√
Awards Coordinator	Denis Bourque	DB	√

**Agenda**

1. Attendance
2. Approval of Agenda
3. Approval of Minutes of Meeting #5 (6 June 2019)
4. Actions Arising from Last Meeting
5. Roundtable of any Centre Events and Issues of Interest

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #9**

6. CMOS Speaker Tour Update
  7. Membership Update
  8. Proposed Procedure for Student Travel Bursaries at CMOS Congresses
  9. Private Sector Committee (PSC)
  10. Any Other Business
  11. Date for Next Meeting
  12. Adjournment
- 

1. Attendance

Quick roll call – see table above.

2. Approval of Agenda

Moved: DC                      Seconded: PaulM                      Approved.

3. Approval of Minutes of Meeting #5 (6 June 2019)  
**See Attachment #2 – Draft Minutes**

Moved: MA                      Seconded: DC                      Approved with no changes.

4. Actions Arising from Last Meeting

**2018-19.CC2.9:** KS to ask the Centre Chairs to nominate members to serve on the School and Public Education Committee, and to then follow up with Joan Klaassen. **Status: Open. Look at ARRCU Education White Paper when available at [www.rrcu.ca](http://www.rrcu.ca) – may be some synergies with SPEC.**

**2018-19.CC4.2:** KS to bring the Canada 'Science, Technology, Engineering and Mathematics' (STEM) program for engaging students in science ([http://www.science.gc.ca/eic/site/063.nsf/eng/h\\_DA201EC2.html](http://www.science.gc.ca/eic/site/063.nsf/eng/h_DA201EC2.html)) to the attention of SPEC, once it is back in action. **Status: Open.**

**2018-19.CC5.1:** Follow-up action: DC to contact Sarah Knight to ask to have a French version article about Ray Desjardins and his Order of Canada included in the next issue of the CMOS Bulletin. **Status: Closed.**

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #9**

**2018-19.CC5.2:** Centres interested in hosting a talk by David Phillips should contact David, Lisa Vitols, or Ken Macdonald. **Status: Closed. The Toronto Centre has invited David Phillips to give a talk at UofT in spring 2020. Other Centres are welcome to contact him. ECCC will probably cover travel expenses.**

**2018-19.CC5.3:** KS to generate a version of the Ottawa Centre's CMOS postcard that could be used by CMOS and all Centres, and circulate draft version for feedback. **Status: Open.**

**2018-19.CC5.4:** KS to report back on this discussion [student travel bursaries] to the Congress Committee and ask this committee to generate a written procedure describing how the process will work and the tasks of the Centres. **Status: Closed. See agenda item 8.**

## 5. Roundtable of any Centre Events and Issues of Interest

Relatively quiet since it is summer and has only been a month since the June 6 meeting.

**Vancouver Island (MA):** Contract with Convention Centre signed for 2021 Congress. Have internal process for selecting recipient of VI Centre student travel bursaries (total amount is \$2000), but were unable to award any this year because IUGG could not provide a list of student abstracts.

**Alberta (PaulM):** Had a good turn-out for the CMOS Tour Speaker (Roberta Hamme). Pleased to report that Paul may have found a replacement as Centre Chair – TBC.

**Saskatchewan (RH):** Some preparations for the 2022 Congress. Yanping Li is Co-Chair of the Local Arrangements Committee.

**Winnipeg (PatM):** Quiet – no meetings planned until September.

**Toronto (AM):** Joan Klassen gave four talks on climate change at schools, grades 7-10 and a talk on extreme weather at the Design Institute. Trying to organize a student-led seminar at YorkU – may have found an undergraduate student interested in helping. Invited David Phillips to give a talk at UofT in spring 2020, date TBD. Will host a talk on "Climate in the Age of Empire: Recording, Analyzing, and Rescuing Three Centuries of Canadian Weather Data" by Victoria Slonosky at UofT on October 23.

**Ottawa (DC):** Held final meeting of the executive for this year. Have two speakers confirmed for fall. Planning to introduce a new payment scheme for luncheons to reduce the shortfall due to people not showing up – attendees will pay in advance electronically, rather than cash at the door. LAC for 2020 Ottawa Congress continues to plan.

**Montreal (LL):** Talk by CMOS Tour Speaker (Laxmi Sushama) was well attended. Busy with organizing IUGG General Assembly. Have ~90 registered for the CMOS Banquet. LL has been Centre Chair since 2011 – wants to recruit a new Centre Chair.

**New Brunswick (WW):** David Phillips gave a talk in mid-May, attended by ~70 people. Rick Fleetwood has taken on the role of Treasurer. Will meet in August to discuss plans for the coming year.

Introduced incoming CMOS Vice-President Marek Stastna. He is a Professor in the Department of Applied Mathematics, University of Waterloo and a member of the Toronto Centre Executive. See <https://uwaterloo.ca/applied-mathematics/people-profiles/marek-stastna>.

## 6. CMOS Speaker Tour Update

KS invited suggestions for the 2019-2020 CMOS Tour Speaker(s).

## 7. Membership Update

AS reported that he obtained a list of ~100 lapsed Toronto Centre members from Qing and wrote an email to them inviting them to renew their membership. Nobody replied. Discussed whether to contact them again and agreed not to do so, as they have previously also been contacted by the national office. Gordon noted that one role of the national office is to support membership renewal. He sends out two renewal requests in the fall before the December renewal date, and a third reminder in January. Members are removed from the list of active members around March 31. The database shows 900 members, with 720 renewals.

Chairs can encourage lapsed members from their Centres to renew, but there may be privacy issues (FIPPA) if this is done after March 31. **Recommendation: Centres should not pursue lapsed members after March 31.**

## 8. Proposed Procedure for Student Travel Bursaries at CMOS Congresses

**Action Item** arising from June 20 Congress Committee Meeting #5:

KS to present the proposed procedure for awarding student travel bursaries to the Centre Chairs and Membership Committee for approval.

### ***Attachment #3 – Proposed Procedure for CMOS Student Travel Bursaries (STB) Program***

We had a lengthy discussion of the proposed procedure for engaging Centres in awarding CMOS Student Travel Bursaries. Comments and questions included the following:

- I am OK with the direction of Student Travel Bursaries proposal, I like it. If they are worried about the “volume” of applications I can help review applications. You have my approval.
- Mostly okay, hesitant to reject any applications, don't like the “Rejected” option in A/B/C/Rejected. The Congress SPC should just do the selection.
- What defines the selection criterion “i) quality of the submission”? The quality of the abstract or the quality of the science? They are different.
- How is the selection criterion “ii) financial need” to be judged? In most cases, supervisors will cover travel expenses if needed.
- Unclear what is meant by the selection criterion “iii) potential or actual contributions of the member to the CMOS Centre promoting the student”. Suggested rewording: “iii) potential or actual contributions of the member to the applicant's home CMOS Centre”.
- Each Centre will rank its own students, but how will the SPC do the final adjudication between the rankings from different Centres?
- Some Centres are likely to have many more applicants. Would unused STB funds from other Centres be transferred to Centers with many students?
- Past practice: In previous years, the SPCs have used different approaches to allocating funds to students. Sometimes a fixed amount for all awardees and sometimes an amount weighted by the distance the awardee has to travel to the Congress.
- Is the term “bursary” correct? Perhaps more accurate to call it “student travel assistance”.
- A budget of \$10,000 spread across 14 Centres is not much. Would like to see this amount increased.
- STBs are a good way to get students engaged in CMOS.



**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #9**

- Unclear how international students will be assessed.
- There was a comment that the By-Laws say support is to be directed to Canadian students, which suggests a disconnect from what is in the procedure. However, a subsequent review of the By-Laws did not reveal such a statement.
- There were concerns about the amount of work and coordination involved for such a small amount of money. There seems to be a lot of back and forth. Could be a backlog if there are delays at some Centres or elsewhere in the process.
- The SPC could make the selection and then send the abstracts to Centres to see if they have any additional comments.

Overall, there was some scepticism about the procedure, concerns that it is inefficient particularly given the small budget, and some preference to have the SPC continue to award STBs. However, there was agreement to proceed on the basis of a one-year trial period and to then reassess after the Ottawa Congress.

**New Action Item 2018-19.CC6.1:** KS to report back to the Congress Committee on the Centre Chairs' discussion of the Proposed Procedure for Student Travel Bursaries and suggested edits to the procedure.

## 9. Private Sector Committee (PSC)

KS reported on good progress to report with renewing the PSC. Recruited three new members and confirmed which members will continue. Organized a meeting on June 18 with the objective of getting the PSC back on track by: (i) welcoming new and continuing members, (ii) identifying a new Chair, and (iii) beginning a discussion of the role and goals of the PSC. Very pleased to say that Richard Boudreault volunteered to serve as the new PSC Chair. The PSC is holding a follow-on meeting at IUGG on July 8.

Continuing members: Harinder Ahluwalia, Wendy Borsuk, Ken Macdonald, David Macphail, Christopher Scott

New members: Laura Blazejewski, Richard Boudreault, Jeremy Fyke

Outgoing members: Carl de Leeuw, Erik Jobin, Malcolm MacLeod, Jim Young

## 10. Any Other Business

KS encouraged everyone present to attend the CMOS AGM at 6 PM EDT on Tuesday, July 9.

## 11. Date for Next Meeting

12-2 PM EDT, Thursday, September 12.

Proposed meeting dates for the new 'CMOS year' are below – to be approved at August 22 Executive meeting.

<b>Executive Committee</b>	<b>Centre Chairs &amp; Membership Committee</b>	<b>Council</b>
<b>Thursday</b>	<b>Thursday</b>	<b>Thursday</b>
August 22	September 12	September 19
October 17	November 07	November 14
December 12	January 09	January 16
February 13	March 05	March 19

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #9**

April 16	May 24	May 24
		AGM May 26

## 12. Adjournment

The meeting adjourned at 2 PM EDT.

Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22  
Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019  
Attachment/Pièce jointe #9

**Summary of Action Items (New and Outstanding)**

**2018-19.CC2.9:** KS to ask the Centre Chairs to nominate members to serve on the School and Public Education Committee, and to then follow up with Joan Klaassen. **Status: Open. Look at ARRCU Education White Paper when available at [www.rrcu.ca](http://www.rrcu.ca) – may be some synergies with SPEC.**

**2018-19.CC4.2:** KS to bring the Canada 'Science, Technology, Engineering and Mathematics' (STEM) program for engaging students in science ([http://www.science.gc.ca/eic/site/063.nsf/eng/h\\_DA201EC2.html](http://www.science.gc.ca/eic/site/063.nsf/eng/h_DA201EC2.html)) to the attention of SPEC, once it is back in action. **Status: Open.**

**2018-19.CC5.3:** KS to generate a version of the Ottawa Centre's CMOS postcard that could be used by CMOS and all Centres, and circulate draft version for feedback. **Status post-meeting: Closed. Draft postcard circulated with these minutes.**

**2018-19.CC6.1:** KS to report back to the Congress Committee on the Centre Chairs' discussion of the Proposed Procedure for Student Travel Bursaries and suggested edits to the procedure. **Status post-meeting: Closed. Document summarizing discussion of the proposed procedure has been prepared and will be sent to the Congress Committee.**

**Minutes of CMOS Executive Committee 2019-20 Meeting #1 2019-08-22**  
**Procès-verbal du comité exécutif de la SCMO 2019-20 Réunion #1 22-08-2019**  
**Attachment/Pièce jointe #10**

Version 1  
Original Version of Student Postcard



Canadian  
Meteorological and  
Oceanographic Society

La Société Canadienne  
de Météorologie et  
d'Océanographie

2019-2020 POSTCARD *(DRAFT V1)*

**Free Student Memberships!**

[www.cmos.ca](http://www.cmos.ca)



The **Canadian Meteorological and Oceanographic Society (CMOS)** is the national society of individuals and organizations dedicated to advancing atmospheric and oceanic sciences and related environmental disciplines in Canada.

**CMOS** seeks to educate and promote understanding of weather, climate, air quality, and oceanography and the related challenges and opportunities affecting Canada and Canadians.

**CMOS** members come from universities, government, the private sector, and the public.

To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(share with a friend) (old school)*



Canadian  
Meteorological and  
Oceanographic Society

La Société Canadienne  
de Météorologie et  
d'Océanographie

#### Benefits of Membership:

- Participation in the activities of your local CMOS Centre: networking, professional development, industry insights, educational outreach, science and policy talks, tours, luncheons, and more
- CMOS scholarships, awards, and student travel bursaries
- Annual CMOS Congress (reduced registration fee)
- On-line subscription to 'Atmosphere-Ocean'
- 'CMOS Bulletin SCMO' six times each year
- Consultant accreditation/weathercaster endorsement



Dan Weaver



Geoff Strong

#### Contact:

CMOS: [www.cmos.ca](http://www.cmos.ca)



Executive Director: Gordon Griffith, 613-990-0300; [exec-dir@cmos.ca](mailto:exec-dir@cmos.ca)

National Student Representative: Ellen Gute, [ellen.gute@mail.utoronto.ca](mailto:ellen.gute@mail.utoronto.ca)



Version 2

Version of Student Postcard edited  
By Ellen Gute, new Chair of Student  
Committee





Canadian  
Meteorological and  
Oceanographic Society

La Société Canadienne  
de Météorologie et  
d'Océanographie

## Canadian Meteorological & Oceanographic society

Join us with a  
**FREE Student Memberships!**

[www.cmos.ca](http://www.cmos.ca)



The **Canadian Meteorological and Oceanographic Society (CMOS)** is the national society of individuals and organizations dedicated to advancing atmospheric and oceanic sciences and related environmental disciplines in Canada.

**CMOS seeks to** educate and promote understanding of weather, climate, air quality, and oceanography and the related challenges and opportunities affecting Canada and Canadians.

**CMOS members** come from universities, government, the private sector, and the public.



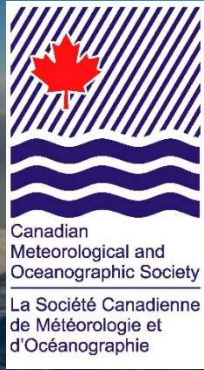
To:

---


---

---

*(share with a friend - old school)*



Canadian Meteorological and Oceanographic Society  
La Société Canadienne de Météorologie et d'Océanographie



**Benefits of Membership:**

- 🍁 Local CMOS centres: Participate in networking, professional development, industry insights, educational outreach, science and policy talks, tours, luncheons & more
- 🍁 **CMOS scholarships, awards & student travel bursaries**
- 🍁 On-line subscription to 'Atmosphere-Ocean'
- 🍁 'CMOS Bulletin SCMO' six times each year
- 🍁 Consultant accreditation/weathercaster endorsement

- 🍁 Special rate to attend the 54<sup>th</sup> CMOS Congress in Ottawa



**Contact:**

CMOS: [www.cmos.ca](http://www.cmos.ca)



Executive Director: Gordon Griffith, 613-990-0300; [exec-dir@cmos.ca](mailto:exec-dir@cmos.ca)

National Student Representative: Ellen Gute, [students@cmos.ca](mailto:students@cmos.ca)

EG1  
EG2

## Slide 6

---

**EG1** There is a students@cmos.ca email address which could be used instead of my uoft email address as it may be more consistent overall (but I am also fine to have my UofT address there).

Ellen Gute, 7/28/2019

**EG2** I have asked Laura for the login details

Ellen Gute, 7/28/2019

### **Congress Committee - Terms of Reference**

The Congress Committee shall:

- Assume responsibility for the Congress Guideline document. This includes revising, updating, reformatting and maintaining the guideline.
- Assume responsibility for the Congress budget spreadsheet template. This includes revising, updating, reformatting and maintaining the template.
- Develop a template for a Congress End Report. A completed report will be the final deliverable to CMOS HQ by each Congress LAC Chair.
- Consider ways and means of developing long-term relationships with companies and organizations leading to long-term sponsorships of CMOS and the Congresses.
- Support the CMOS Executive and Council on congress matters as required.

Mode of Operation: The Committee will normally work and meet by e-mail and by teleconference as required. It may also appoint ad hoc working or study groups as required.

Membership: The President (or someone appointed by the President) shall chair the committee. The committee shall consist of local arrangements committee (LAC) chairs/members from recent, current and future CMOS Congresses, the CMOS Executive Director and other CMOS Council members as required.

Committee Level: This is an ad-hoc committee created by the CMOS Executive Committee.

Report: The Committee will report to the Executive Committee.

Approved by CMOS Council: September 20, 2018

**Proposed membership of Congress Committee for 2019-2020:**

**CMOS National**

Paul Kushner, chair  
Gordon Griffith, secretary, CMOS Executive director  
Kim Strong, CMOS President  
Amir Shabbar, CMOS Treasurer

**Montreal 2019**

Dominique Paquin  
Rick Jones

**Ottawa 2020**

Bruce Angle  
Len Barrie  
Gordon McBean

**Victoria 2021**

David Fissell  
Matthew Asplin

**Saskatchewan 2022**

Yanping Li  
Ron Hopkinson (alternate to Yanping)

**CMOS Private Sector Committee**

Richard Boudreault (PSC chair)

**Proposed activities for the Congress Committee**

**Long-term items:**

- Improve procedures and project management for Congress organization and scientific program
- Improve and render more predictable congress finances
- Improve congress guidebook document
- Congress sponsorship commitments and fundraising
- Joint national and international congresses

**For 2019/20:**

- Finalizing, implementing, and evaluating the student travel bursary
- Working with Olatech to improve the scientific program management
- Reviewing and revising the Congress guidebook, project management tools, and budget tools
- Review of Congress code of conduct
- Working hard on Congress sponsorship
- Write committee report for the CMOS Annual Review.