

CMOS Executive 2019-2020: Meeting No #2
Exécutif de la SCMO 2019-2020: rencontre #2
1200 EDT, Thursday, October 17 / 1200 HNE, jeudi 17 octobre

Minutes

Thursday, 17-Oct-2019, 12 pm EDT

Attending/ présent :

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

Attachments to Agenda/Pièces jointes à Ordre du jour

1	Agenda_CMOS_Council_SCMO	12b	Vice-Pres_Activity Report
2	Draft Minutes_CMOS_Executive_1_2019-08-22	12c	Dir_Exec_Activity Report
4	Update on CMOS 2021 Congress for CMOS Executive	12d	Treasurer_Activity Report
6	CMOS Meeting Preparation Procedure - Draft	12g	CorSec_Activity Report
7	AMOS_Data_Statement_Final	12h	Dir_Pub_Activity Report
8	Partnership_MOU_RMetS_CMOS_FINAL	12i	Past Pres_Activity Report
10	Projects Atmosphere and Ocean -Note for PSC-10Oct2019	13	Action_Items_for_Exec-2-2019-10-17
12a	Pres_Activity Report	14	Cycle of Activities - OCTtoDEC

Attachments to Minutes/Pièces jointes au Procès verbal

15	New Action Items from Exec-2	16	Updated Outstanding Action Items from Exec-2
----	------------------------------	----	--

Acronyms Used :

CMOS-CCMC	CMOS Centre Chairs and Membership Committee
SPEC	CMOS School and Public Education Committee
ECCC	Environment and Climate Change Canada
DFO	Dept of Fisheries and Oceans
PSC	CMOS Private Sector Committee
SC	CMOS Scientific Committee

1.	Approval of Agenda / Adoption de l'ordre du jour. Motion to adopt the agenda moved by PK , seconded by DS . Carried.
2.	Minutes of Executive Committee #1/ Approbation du procès-verbal de la reunion du comité executive #1 – agenda attachment 2 <ul style="list-style-type: none"> • Minutes had been approved at Council #1.
3.	Update on the Ottawa Congress/ mise à jour sur le congrès d'Ottawa: <ul style="list-style-type: none"> • BA was not present and had not submitted a report. • GG noted that the LAC had met on 25-Sept and that work on the Congress was believed to be on track.
4.	Update from Victoria Congress 2021 and Saskatoon Congress 2022

CMOS Executive 2019-2020: Meeting No #2
Exécutif de la SCMO 2019-2020: rencontre #2
1200 EDT, Thursday, October 17 / 1200 HNE, jeudi 17 octobre

	<p>Mise à jour sur les congrès 2021 (Victoria) et 2022 (Saskatoon)</p> <p>Victoria Congress (6-10 June 2021) : DF</p> <ul style="list-style-type: none"> • The venue contract had been signed and first deposit paid. • Current main focus was LAC staffing : now have 15 members with one tentative, and want 2-3 more though might need 5 more. First full LAC meeting at end Nov or early Jan. • Science Committee (Ken Denman) – membership recruitment going well. <p>Saskatoon Congress (2022)</p> <ul style="list-style-type: none"> • No report • KS reported <ul style="list-style-type: none"> ○ this Congress is to be joint with the CGU (signed MOU) ○ new CGU exec was unaware of MOU (copy provided to them) and is concerned about the location and effect on attendance. • PK : CWRA is also involved in this Congress <p>Congress Committee Meeting (attachment 12i) – PK :</p> <ul style="list-style-type: none"> • Committee consists of chairs of past and planned future Congresses • Oct-10 meeting had recommendations : principal one is that the Parsons-Patterson luncheon be dropped from standard program, starting in 2019, and these medals be conferred at the CMOS Awards Banquet. • This is a cost and planning issue. Luncheon is 5-10% of Congress cost (DF advised that Victoria luncheon would cost \$20K). Savings can go to reduced registration or increased Society revenue. • Concerns : <ul style="list-style-type: none"> ○ Views of sponsors – is luncheon part of departmental funding? ○ Profile of these medals. Issue : awards are secret until announced. ○ Length of awards ceremony ○ Complete consultation about change • A formal report and motion will be presented at the next Council meeting.
5.	<p>Tour Speaker / conférencier itinerant</p> <p>KS (Action Item C1.2):</p> <ul style="list-style-type: none"> • A response is expected next week re. proposed speakers. • Idea is still an east-west split. • Should begin recruiting process earlier to avoid existing commitment problem • Question from invited speaker: must presentation be in French for francophone centres? <ul style="list-style-type: none"> ○ PK: not an issue in the past ○ FC: perhaps at least have presentation slides in both languages.
6.	<p>CMOS Meeting Preparation Procedure/Procédure de preparation pour reunions de la SMOC - Attachment #6</p> <p>GG tabled the attached report.</p> <p>Discussion: FC wondered at the detail, but other attendees felt appropriate. Minutes would be saved with support material both on shared Drive (for Council) and website (all members). Procedure to be filed on shared (Google) drive for reference, and updated as needed.</p>
7.	<p>AMOS position statement on International Cooperation and Data Sharing in Meteorology and Oceanography - Attachment #7</p>

CMOS Executive 2019-2020: Meeting No #2
Exécutif de la SCMO 2019-2020: rencontre #2
1200 EDT, Thursday, October 17 / 1200 HNE, jeudi 17 octobre

	<p>KS: Council decided to seek input from PSC and SC (Actions C1.3 and C1.4). PSC to discuss, SC has not yet responded. KS will report back to Council-2.</p> <p>NEW Action Item E2.1 – Put Endorsement or Non-Endorsement of AMOS Statement on the Agenda for Council-2.</p>
8.	<p>Royal Meteorological Society MOU - attachment #8</p> <p>GG:</p> <ul style="list-style-type: none"> • Old MOU expired in 2013. Royal Met. Society expressed interest in renewal. • Attached draft, ultimately for Council approval, is also being reviewed by RMS. • Appropriate procedure for reviewing such MOUs not clear – involve External Relations Committee. <p>DS: should remove reference to access to CMOS Bulletin as this is free to all.</p> <p>AS: MOU should include reference to Council approval. In discussion, decided that MOU should not have reference to internal Council procedures.</p> <p>New Action Item E2.2 – DPe to put revised MOU on agenda for Council-2.</p> <p>Action Item E1.6 – GG to review bylaws to identify procedure for CMOS MOU development and review.</p> <p>New Action Item E2.3 – DS to discuss the publication sharing process with Taylor&Francis.</p>
9.	<p>CMOS draft Membership Code of Conduct consultation</p> <p>GG: Action C1.7 from Council-1, was to investigate legal review of draft: cost estimate is \$1K for review of draft to assess legal risk and compliance with Charter rights and the law. Considerable discussion re cost and consultation process.</p> <p>FC: If Code is important, then consultation process should reflect and indicate importance.</p> <p>PK: Legal cost not high, given importance of issue.</p> <p>DS suggested that legal review should precede consultation with members to avoid frivolous comment, but AS/PK felt that this would inhibit members.</p> <p>Decision (KS): Draft shared with AGM and Council. Next step is to present at Nov. 7 CCMC meeting, followed by a general membership consultation (need to draft a message for this, aim to send in mid-November), followed by legal opinion. Need a timetable to complete process before next AGM.</p> <p>New Action Item E2.4: MS to discuss draft Code with CCMC.</p>
10.	<p>Project Atmosphere – draft text for co-sponsorship See attachment #10</p> <p>KS: Attachment prepared by Denis Bourque in aid of finding new sponsor for CMOS participation in Project Atmosphere. Note that Project Maury has been renamed Project Ocean.</p> <p>DS reported on comments from one teacher:</p> <ul style="list-style-type: none"> • All teachers are subjected to an information overload and will have difficulty paying attention to our call for applicants among the myriad of pressures and calls they face. • The teaching profession is such that there is little actual motivation to attend such a course simply because the only motivation will be an incentive to grow as a teacher. While taking such a course will contribute to professional development, it will not have any monetary benefit. • It is hard to break into general teacher perception of a "summer break" that is theirs to enjoy, rather than being spent on professional development. • He (a dedicated biology teacher) expressed great excitement at the possibility for his personal professional development when the course was explained to him. He also

CMOS Executive 2019-2020: Meeting No #2
Exécutif de la SCMO 2019-2020: rencontre #2
1200 EDT, Thursday, October 17 / 1200 HNE, jeudi 17 octobre

	<p>felt that the Atmosphere course would be out of his scholarly reach, but that the Ocean course would be more accessible.</p> <p>New Action Item E2.5 – Exec to consider possible sponsors to approach (e.g. David Suzuki Foundation).</p> <p>New Action Item E2.6 – KS to refer document to PSC for comment/sponsorship interest.</p>
11.	<p>Communications and social media strategy (including student activities)</p> <p>KS: met with Ellen Gute (national student rep) to discuss social media strategy, via Twitter, LinkedIn, Facebook (website has links to all three). Fuller picture is a Communications Strategy. Ellen has ideas:</p> <ul style="list-style-type: none"> • Feels Twitter is a key avenue; suggests posts re student research, upcoming lectures • Notes Facebook page is out of date • LinkedIn profile looks like a jobs board • Would like to e-mail CMOS student members, through GG as Exec Dir, to connect <p>Current social media leads:</p> <ul style="list-style-type: none"> • Twitter: Christine Leclerc • Facebook: Bob Jones • LinkedIn: GG and CMOS webmaster (Farida) <p>Link with CMOS website is assured: Ellen Gute is on the CMOS Website Revision Advisory Working Group.</p> <p>AS: policy on Tweets? KS: none at moment. GG: Christine responded to his request for a volunteer to help with the CMOS Twitter account. He sends information to Christine, Bob, Farida, and Sarah to promote on the various platforms.</p> <p>GG: desirable to connect the different social media leads to develop a common media strategy and approach.</p>
12.	Executive Reports / Rapports executives
12a	<p>President / Président (attachment 12a)</p> <ul style="list-style-type: none"> • Re Boudreau (Chair of PSC) and CMOS position on UN Decade of Oceans Conference <ul style="list-style-type: none"> ○ PK: CMOS does not have the funds to support or participate in individual conferences. • Responding to emails asking for CMOS support in publicizing challenges to established scientific consensus: <ul style="list-style-type: none"> ○ Executive agreed that the CMOS President is not required to respond to individual member requests. It is sufficient to acknowledge the communication – there is no requirement to go further.
12b	<p>Vice President/Vice-président- attachment 12b (discussed after item 8: MS then left meeting)</p> <ul style="list-style-type: none"> • Noted that US grad students even in neighbouring US states have little awareness of activities in Canada. • Found 4 possible members for SPEC: trying to contact Dominique Paquin. Want to tighten the Terms of Reference.
12c	<p>Executive Director / Directeur exécutif – Attachment 12c</p> <ul style="list-style-type: none"> • Nothing to add to report
12d	<p>Treasurer / Trésorière - attachment 12d</p> <ul style="list-style-type: none"> • Some comments <ul style="list-style-type: none"> ○ Donations are down, translations costs are up ○ Olatech Contract was not foreseen, so a cashflow issue had to be handled

CMOS Executive 2019-2020: Meeting No #2
Exécutif de la SCMO 2019-2020: rencontre #2
1200 EDT, Thursday, October 17 / 1200 HNE, jeudi 17 octobre

	GG: IUGG final statements have not yet been received, so expected revenue from IUGG conference has not yet been received from JPDL																								
12g	Corresponding Secretary/Secrétaire de correspondance—Attachment 12g <ul style="list-style-type: none"> Spoke with Alanna M. (past Corresponding Secretary) re. outstanding new-member letters. Requesting advice for contacting SIGs. Moved by PK, seconded DS, that new members listed in the attached report are approved – motion approved. 																								
12i	Past President / Président sortant—Attachment 12i PK – Nominating Committee Meeting <ul style="list-style-type: none"> In 2021, CMOS executive moves to Halifax. Slate of Council members for CMOS AGM 2021 almost complete. <ul style="list-style-type: none"> Reviewing terms of existing Council members, and looking for more representation from the Private Sector GG: formal call for nominations for 2020-2021 Council will be issued in January. <ul style="list-style-type: none"> Recommended that bios of Council members be posted on the CMOS website. <ul style="list-style-type: none"> DS: agreed, but bio should have a template New Action E2.7: PK volunteered to lead in the collection of Councillor bios.																								
12h	Director of Publications / Directeur des publications - Attachment 12h DS will discuss with GG the collection of overdue page charges.																								
13	Review of Action Items / examen des éléments d'action - Attachment #13 <ul style="list-style-type: none"> Not discussed. List will be updated from executive reports. 																								
14	Cycle of activities / cycle d'activités - attachment #14 <ul style="list-style-type: none"> KS to discuss with GG the preparation of annual memos seeking continuing support from ECCC and DFO. 																								
15	Adjournment/Ajournement: Moved by PK, seconded DS – approved.																								
	<p>Upcoming Meetings 2019-2020 / réunions à venir 2019-2020</p> <table border="1"> <thead> <tr> <th>Executive Committee</th> <th>Centre Chairs & Membership Committee</th> <th>Council</th> </tr> </thead> <tbody> <tr> <td>Thursday</td> <td>Thursday</td> <td>Thursday</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>	Executive Committee	Centre Chairs & Membership Committee	Council	Thursday	Thursday	Thursday	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
Executive Committee	Centre Chairs & Membership Committee	Council																							
Thursday	Thursday	Thursday																							
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																							

Attachment 15

Action Items from CMOS Exec-2

E2.1	DPe	For Agenda of Council-2, Endorsement or Non-Endorsement of AMOS Statement on International Cooperation and Data Sharing in Meteorology and Oceanography.	
E2.2	DPe	For Agenda of Council-2, Approval of MOU with Royal Meteorological Society.	
E2.3	DS	Discuss with Taylor & Francis the implementation of the publication sharing process in the proposed MOU with the Royal Meteorological Society.	
E2.4	MS	Discuss draft CMOS Membership Code of Conduct with CCMC.	
E2.5	Exec	Consider possible sponsors for CMOS participation in Project Atmosphere.	
E2.6	KS	Discuss draft Project Atmosphere co-sponsorship text with PSC.	
E2.7	PK	Take lead in collection of bios of CMOS Councillors for posting on CMOS website.	

**Attachment 16 – Outstanding Action Items from CMOS Exec 1
 (Year is 2019-20 unless specified)**

C1.1	KS/GG	Finalize the postcard (update Bulletin reference, add active links for social media icons). Arrange for translation to French. Distribute to Centres, etc.	Closed
C1.2	KS	Approach identified candidates for 2020 Touring Speaker role.	Report at E-2
C1.3	KS/PSC	Review AMOS Position Statement on International Cooperation and Data Sharing Agenda and recommend re. endorsement.	Awaiting PSC response. Closed with E2.1
C1.4	KS/SC	Review AMOS Position Statement on International Cooperation and Data Sharing Agenda and recommend re. endorsement.	Awaiting SC response. Closed with E2.1
C1.5	GG	Contact AMS Exec Director to learn how AMS recruits teachers for projects Atmosphere/Maury.	Closed
C1.6	Exec	Review CMOS bylaws and Committee Terms of Reference to determine the appropriate process/lead for processing Society Memoranda of Understanding.	Open. GG to follow up.
C.1.7	GG	Seek legal advice re. implications of adopting a membership code of conduct.	Postponed at E2.
E1.1	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.	Completed
E1.2	MS	Present student postcard draft to CMOS-CCMC and follow up with Ellen Gute and KS.	
E1.3	GG	Update CMOS reference about its charitable status on CRA website when annual report on CMOS charitable status is done (spring 2020).	
E1.4	DPe	Contact past CorSec Alanna Mackenzie to confirm status of letters to new members.	Closed
E1.5	DPe	Add "CMOS Green Initiative" to agenda for Sept Council meeting, to be led by GG and PK, to assess interest in pursuing this.	
2018-19AGM.1	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).	Closed with E2.4 (next step)
2018-19AGM.2	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
2018-19C6.1	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	Closed

Minutes CMOS Executive 2019-20 Meeting #2 2019-10-17
 Procès-verbal du comité Exécutif de la SCMO 2019-20 Réunion #2 17-10-2019

		Statement for subsequent consideration and approval by Council via email.	
2018-19C5.2	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
2018-19E7.2	GG,PK	GG and PK to investigate a hardship fund to support members' dues payments, based on donations to CMOS.	Open
2018-19E5.3	Cor.Sec.	Ensure the application form includes request for contact information of the student applicant's supervisor/program advisor.	In Progress
2018-19E4.8	GG	Confirm reception from Royal Society of refund of CMOS PAGSE contribution	Closed. Refund went to Museum.
2018-19E3.3	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
2018-19E2.4	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.
2018-19E2.8	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.
2017-18.AG3	GG	Sarah Knight to follow up on writing an article of membership benefits for consultants.	Open