

CMOS Executive 2019-2020: Meeting No #4
Exécutif de la SCMO 2019-2020: rencontre #4
1200 EST, Thursday, February 13 / 1200 HNE, jeudi 13 février 2020

Minutes

Thursday, 13-Feb-2020, 12 pm EDT

Attending/ présent :

President	Kim Strong (KS)	regrets		Past Pres.	Paul Kushner(PK)	✓
Vice-Pres.	Marek Stastna(MS)	✓		Exec Dir	Gordon Griffith (GG)	✓
Treasurer	Amir Shabbar (AS)	regrets		Dir. Pub.	Douw Steyn (DS)	✓
Cor. Sec.	Diane Pendlebury(DPe)	✓		Congress 2020	Bruce Angle (BA)	
Rec. Sec.	Fred Conway(FC)	✓		Congress 2021	Matthew Asplin (MA)	✓
				Congress 2022	Yanping Li (YL)	✓

Attachments to Agenda/Pièces jointes à Ordre du jour

1	Agenda CMOS/SCMO Exec_4 2020-0213	10d	Treasurer Activity Report
2	Draft Minutes_CMOS_Council_3_2020-01-16	10f	Corresponding Sec Activity Report
10a	President Activity Report	10g	Past Pres Activity Report
10b	Vice-President Activity Report	10h	Director of Pubs Activity Report
10c	Executive Director Activity Report	11	Action Items for Exec-3
		12	Cycle of Activities

Attachments to Minutes/Pièces jointes au Procès verbal

13	New Action Items from Exec-4	14	Updated Outstanding Action Items from Exec-4
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Acronyms Used :

CCMC	CMOS Centre Chairs and Membership Committee
SPEC	CMOS School and Public Education Committee
MSC	Meteorological Service of Canada, part of Environment and Climate Change Canada
DFO	Dept of Fisheries and Oceans
PSC	CMOS Private Sector Committee
SciCom	CMOS Scientific Committee
JPdL	Event Management Firm – (www.jpdl.com)

Meeting convened at 12 pm with Marek Stastna in the chair. Matthew Asplin joined the meeting late and delivered the Congress 2021 report for LAC Chair David Fissel (DF)

1.	Approval of Agenda / Adoption de l'ordre du jour. Motion to adopt the agenda moved by DS , seconded by DPe . Carried.
2.	Minutes of Executive Committee #3/ Approbation du procès-verbal de la reunion du comité executive #3 – agenda attachment 2 <ul style="list-style-type: none"> • As these minutes had been approved by executive members at Council_3 no action was necessary • Attachment 2 is the draft minutes of Council_3, attached for information. These will be considered at Council_4.
3.	Update on the Ottawa Congress/ mise à jour sur le congrès d'Ottawa:

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	<ul style="list-style-type: none"> • BA was not present and had not submitted a report. • MS: there has been no report about the Ottawa Congress in some time, and there are issues of interest – concerns about student issues • PK: perhaps confusion about reporting as BA did take part in a recent meeting of the ad hoc Congress Committee • GG (ex officio member of the 2020 LAC) noted that the next meeting of this LAC is Monday 17-Feb <p>New Action Item E4.1: KS to remind LAC chairs of importance of reporting to Exec/Council</p>
4.	<p>Update from Victoria Congress 2021 and Saskatoon Congress 2022 Mise à jour sur les congrès 2021 (Victoria) et 2022 (Saskatoon) Victoria Congress (6-10 June 2021) : MA for David Fissel</p> <ul style="list-style-type: none"> • MA was delayed in joining the meeting – item addressed out of order • First general meeting of LAC on 17-Jan. All roles are filled except student rep. • LAC subgroups (Finance and Admin, Education, Infrastructure and Facilities) will meet separately in March. Next full LAC meeting on 26-Mar after the Centre AGM. • Good Institutional representation on the LAC • Green Congress Initiative <ul style="list-style-type: none"> ○ Have a Green Congress lead : looking to engage BC Gov't, particularly re accounting and metrics ○ Interested in a general CMOS policy on issue. Useful to have one to deal with media. ○ PK : <ul style="list-style-type: none"> ▪ Congress Committee considered and encouraged DF to continue, but thought that premature for general policy; graduated approach best. Perhaps discuss at upcoming Council meeting ▪ Is interest in standards and metrics for other Congresses, and how actions would affect preparation work and Congress experience. ○ DS : please contact the new Bulletin Editor for possible publication. <p>Saskatoon Congress (2022) : YL</p> <ul style="list-style-type: none"> • Bill for \$8K re Conference Centre received and forward to CMOS-Ottawa. • Team will be touring hotels to identify accommodation locations • LAC members : <ul style="list-style-type: none"> ○ CMOS : Ron Hopkinson, Brad Smith, Yanping Li ○ CGU : Andrew Harrison, others possible ○ Have offers of informal support. • PK : Congress Committee should be able to provide advice.
5.	<p>Tour Speaker / conférencier itinérant (Dpe) (see attachment/ voir p.j. 10f)</p> <ul style="list-style-type: none"> • Dates set for most places, except still to confirm with Nfld, and no firm dates for Quebec centres • For Quebec Centres, Greg Flato will now deliver the program, but only in English. Earlier planned speaker had to cancel. • PK: thanked DPe for all the work in this complicated scheduling. Should be easier next year with one speaker. (see attachment/voir p.j. 10a – Katya Fennel has agreed).

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	<ul style="list-style-type: none"> • MS: arrangements for recording for webinar? • DPe: will check with Elizabeth Bush of ECCC re posting of deck.
6.	<p>OlaTech timeline</p> <p>GG:</p> <ul style="list-style-type: none"> • Two update meetings with OlaTech in Jan (one on phone, other in person) • A couple of Science Program management pieces have been addressed, but the student travel award application is not working • OlaTech has not responded to contacts about specific pieces, and still do not have the URL for the development site • OlaTech has indicated that there are no resource issues in doing the work <p>PK:</p> <ul style="list-style-type: none"> • Noted that a UofT student tried the travel award link – went nowhere. Also, what was requested is not what was done. • Expressed concern with OlaTech re progress and responsiveness <p>GG: There are problems in progress and contacts, but these are common in tech contracts</p> <p>New Action Item E4.2: GG to follow up with CMOS Office Manager re applications for travel awards for Ottawa Congress.</p>
7.	<p>Revision of CMOS Membership Code of Conduct (E2.4 – PK,GG,CR,KS)</p> <p>PK: no progress due to pressure of other work</p> <p>Exec reviewed member comments provided (not attached).</p> <p>PK:</p> <ul style="list-style-type: none"> • Some comments suggest revisions that would lead to too wide a scope for the Code of Conduct • Revision should be doable for the next Council meeting (legal review still to happen before going to AGM).
8.	<p>CRA charitable status text (see attachment/voir p.j. 10c)</p> <p>GG: Text is part of annual report, done by completing a form and next due on 1-June.</p> <p>MS: reference to Projects Atmosphere and Ocean should be dropped as too specific</p> <p>PK: text does not touch on broader environmental issues</p> <p>FC: text serves to justify about \$6K of annual charitable donations to Society. As written, would seem to suggest that Atmosphere/Ocean is a charitable endeavour.</p> <p>GG: Form asks for activities of society, not just charitable part.</p> <p>DS: A/O is to establish the credibility of the Society in the scientific realm.</p> <p>GG: donors can direct gift to specific funds, otherwise goes to general revenue</p> <p>New Action Item E4.3: AS to investigate feasibility of assuring that all charitable donations to society are segregated.</p>
9.	<p>Matching funds for Science Fairs, Prizes and Awards Committee</p> <p>DPe:</p> <ul style="list-style-type: none"> • Item is on Cycle of Activities • Two requests in hand for matching funds <p>GG:</p> <ul style="list-style-type: none"> • Also have some requests

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	<ul style="list-style-type: none"> • Prizes and Awards Coordinator is dealing with Prize nominations etc, which are due soon. A reminder has been sent. • Exec/Council will approve the final list of Prizes and Awards.
10.	Executive Reports / Rapports executives - Highlights/Points fort
10a	<p>President / Président (attachment/p.j. 10a)</p> <p>GG:</p> <ul style="list-style-type: none"> • ECCC is sending copies of new pamphlets, mentioning CMOS • CMOS postcard has been printed and is now available; requests in hand.
10b	<p>Vice President/Vice-président- attachment/p.j. 10b</p> <ul style="list-style-type: none"> • SPEC <ul style="list-style-type: none"> ○ Second meeting went well. Membership heavier in Eastern and Central Canada; not ready to choose a chair ○ One more telecon before the Congress • Open Software – report mentions some software for database work and event planning which is freely available.
10c	<p>Executive Director / Directeur exécutif – Attachment/p.j. 10c</p> <ul style="list-style-type: none"> • GG noted large number of outstanding reports for the Annual Review • PK indicated that there would be a report from the ad hoc Congress Committee
10d	<p>Treasurer / Trésorier – attachment/p.j. 10d (AS)</p> <p>MS:</p> <ul style="list-style-type: none"> • Noted continuing issue of financial sustainability • Pages charges for A/O: AS suggested an increase of \$30-\$50/page; MS/KS considering \$20/page increase. <p>DS: consulting with Taylor and Francis re implications of making A/O an open access journal</p>
10f	<p>Corresponding Secretary/Secrétaire de correspondance—Attachment/p.j. 10f</p> <ul style="list-style-type: none"> • One applicant for membership asked for “retired membership”. He has retired from job as weather forecaster but still working in an unrelated field • Exec: retired category applies in this case. <p>Moved by PK, seconded DPe, that the membership applications listed in the attached report are approved –passed.</p>
10g	<p>Past President / Président sortant—Attachment/p.j. 10g,</p> <ul style="list-style-type: none"> • Re Action Item 2018-110E7.2 (feasibility of a hardship fund to support members’ dues payments, based on donations to CMOS): PK recommended that idea be dropped. Other societies are not doing this and issue can be addressed on a case by case basis without a formal policy. <p>Moved (PK, DS) that action item be dropped. Approved.</p> <ul style="list-style-type: none"> • Nominations Committee – still looking for new Recording Secretary
10h	<p>Director of Publications / Directeur des publications – Attachment/p.j. 10h</p> <p>DS:</p> <ul style="list-style-type: none"> • CMOS losing translator, a great loss. Looking for replacement • New Bulletin Editor is working out well. • Discussing with Taylor and Francis implications of making Atmosphere/Ocean an open access journal.

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	<ul style="list-style-type: none"> Will be out of country for upcoming Council meeting 																	
11	Review of Action Items / examen des éléments d'action – Attachment/p.j. #11 <ul style="list-style-type: none"> Not discussed. List will be updated from executive reports. 																	
12	Cycle of activities / cycle d'activités – attachment/p.j. #12 – no discussion																	
15	Adjournment/Ajournement: Moved by FC, seconded DPe – approved.																	
	Upcoming Meetings 20110-2020 / réunions à venir 20110-2020 <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Executive Committee</th> <th style="width: 33%;">Centre Chairs & Membership Committee</th> <th style="width: 33%;">Council</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Thursday</td> <td style="text-align: center;">Thursday</td> <td style="text-align: center;">Thursday</td> </tr> <tr> <td style="text-align: center;">February 13</td> <td style="text-align: center;">March 05</td> <td style="text-align: center;">March 19</td> </tr> <tr> <td style="text-align: center;">April 16</td> <td style="text-align: center;">May 24</td> <td style="text-align: center;">May 24</td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;">AGM May 26</td> </tr> </tbody> </table>			Executive Committee	Centre Chairs & Membership Committee	Council	Thursday	Thursday	Thursday	February 13	March 05	March 19	April 16	May 24	May 24			AGM May 26
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Attachment 13

Action Items from CMOS Exec-4

E4.1	KS	Remind LAC chairs of importance of reporting to Exec/Council	
E4.2	GG	Follow up with CMOS Office Manager re applications for travel awards for Ottawa Congress.	
E4.3	AS	Investigate feasibility of assuring that all charitable donations to society are segregated.	

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Attachment 14 – Outstanding Action Items from CMOS Exec-4
(Year is 20110-20 unless specified)

C3.1	GG	Consider wording for a multi-year or stronger automatic renewal arrangement for future personal service contracts.	Open
C3.2	KS	Contact Katya Fennel (http://memg.ocean.dal.ca/fennel/) re covering all or part of 2021 tour.	Status: closed. Katya has agreed to be the national CMOS Tour Speaker for 2020-2021
C3.3	CR,GG	CR to prepare the text for a short notice on the CMOS Endorsement of the AMOS statement on International Cooperation and Data Sharing in Meteorology and Oceanography. GG to post the notice and to add the statement to the CMOS website in the list of Other-Society endorsed statements	Open
C3.4	KS	Advise AMOS that CMOS is accepting proposal for a joint statement on the IPCC Special Report on Oceans and Cryosphere , suggesting that AMOS take the lead	Status: closed. Informed AMOS President Andrew Marshall on both points
C3.5	KS	Ask Harinder Ahluwalia (IFMS President) to write a Bulletin article re CMOS support to IFMS.	Status: closed. Harinder agreed to write an article for the CMOS Bulletin.
C3.6	DPe	Add a “Future Actions” section to the Cycle of Activities and add item for Council to review annual contribution of 1% of members’ dues to IFMS in fall 2022.	Closed. Done for E4
C3.7	GG/AS	Explore logistics and costs of suggested new Signing Authority Procedure and report to Exec	Open
C3.8	Council	Review draft Congress Code of Conduct and comment to PK	Closed. No comments received by PK
E2.4	PK, GG, CR	Complete review process for CMOS Membership Code of Conduct: review complete member comments prepare next version by Exec-4 (13-Feb). Next legal review and consideration by 2020 AGM. E4 – deadline changed to C4	Drafting covering letter for circulation to membership.

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E2.7	GG	Take lead in collection of bios of CMOS Councillors for posting on CMOS website.	Progress. Lead with GG. 6 of 14 received
C1.7	GG	Seek legal advice re implications of adopting a membership code of conduct.	Postponed at E2. See E2.4
E1.3	GG	Update CMOS reference about its charitable status on CRA website when annual report on CMOS charitable status is done (spring 2020).	Open. Discussed at E4
2018-110AGM.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
2018-110E7.2	GG,PK	GG and PK to investigate a hardship fund to support members' dues payments, based on donations to CMOS.	Closed. PK recommended dropping at E4
2018-110E3.3	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. RMS renewal approved at C-2