

CMOS Executive Committee 2022-2023 Meeting #2 2022-09-13
Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 2 13-09-2022

Minutes
Tuesday, September 13-2022, 2:00 pm EDT

Attendance:

President	Jim Abraham (JA)	√	Past President	Marek Stastna (MS)	x
Vice-President	Serge Desjardins (SD)	√	Councillor Member-at-large	Emily MacPherson (EM)	x
Treasurer	Jinyu Sheng (JS)	√			
	Secretary:		Executive Director	Gordon Griffith (GG)	√

(Quorum = two voting members plus the President or Vice-President)

Current meeting: Two voting members plus President = Quorum

Agenda & Attachments

1	1_Agenda_CMOS_Executive_1_SCMO_2022-08-22	4a	4a_CMOS Implementation Plan 2021-2022 2022-05-15 update
2	2_Draft Minutes_CMOS_Executive_6_2022-05-10-V1	4d	4d_Budget_CMOS_CGU_ESC_2022_08_17_U-v2
3	3_Council-Executive-CC – Action Items – 2022-08-11	4d	4d_CMOS membership Breakdown-2022-08-22

Attachments to Minutes

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Acronyms Used:

A-O	Atmosphere-Ocean
AMS	Association Management Software
DFO	Fisheries and Oceans Canada
ECCC	Environment and Climate Change Canada
EDI	Equity, Diversity and Inclusion
LAC	Local Arrangements Committee
RFP	Request for Proposal
SPC	Scientific Program Committee
SPEC	School and Public Education Committee

1.	Approval of Agenda The agenda was approved as written with the addition of internal communications to the implementation plan discussion.
2.	Approval of Executive Meeting #1 Minutes 2022-2023 The minutes from Meeting #1 held on August 22, 2022, were approved as written.
3.	Council – Executive Action Items (GG) provided an update on the outstanding action items from the Council, Executive Committee and Centre Chairs and Membership Committee meetings. This document also maintains the historical record of complete action items. The Centre Chairs requested that the CMOS promotional items be updated, including the PowerPoint, pamphlet and postcard. All upcoming events that Centres host or

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	<p>identify as events of interest will be posted on the “Upcoming Events” section of homepage of CMOS website. It was confirmed that all appropriate meeting minutes from Council and committee meetings will be posted on public website.</p>
4.	<p>Discussion Items</p>
	<p>a) Centre Chairs & Membership Committee Meeting Summary</p> <p>(SD), chair of the Centre Chairs & Membership Committee provided a summary of the September 6, 2022 meeting. A correction to the meeting minutes was made to the Congress 2023 dates, May 28th to June 1st, 2023. A key conclusion from the meeting was to enhance the use of the terms “weather”, “water” and “climate” instead of using meteorology and oceanography. The YOPP Final Summit used “weather”, “water”, “ice” and “climate” due to the nature of the summit. “CMOS” will continue to be the organization’s name; it is a matter of rebranding the society using the more common terms. The rebranding concept will be part of the communications strategy.</p> <p>A brief discussion took place on Centre’s financial statements review that the auditor had flagged during the annual financial audit process. A few suggestions were made that could be easily included in the annual financial reporting process that included centre treasurers performing a review of the financial reports from another centre; having each treasurer present their bank statements and financial report during a spring meeting, include bank statements with submitted annual financial statements, potentially having (GG) perform a review of the financial statement of each centre. These ideas will be shared with the auditor as per the action item from the Centre Chairs meeting minutes.</p> <p>Another idea from the meeting was the emergence of a maritime centre including representatives from PEI, NB, NS and NL.</p>
	<p>b) Congress 2023 Update</p> <p>(JA) provided an update on the organization of Congress 2023. The creation of a local arrangements committee needs to be done and this will have an impact on how we potentially engage Agenda Managers to help organize the event. Fraser Davidson and Len Zedel have started thinking about what a hybrid program offering would look like. Agenda Managers from Halifax is being considered to help organize the congress. A clear definition of what we will consider a good hybrid offering while maintaining a good financial position.</p> <p>(GG) shared that he met with representatives of Olatech recently to discuss credit card processing fees options and he took the opportunity to identify again with them how difficult the In1Touch software is to use in developing a congress program. Olatech representatives committed to reviewing the current process. Another feature that is currently available from Olatech is an online Forum for members to use to discuss topics.</p> <p>Follow-up discussions with Agenda Managers will be done once a clearer understanding of what the local arrangements committee will look like, possibly a leadership group from a Maritime perspective.</p>

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	<p>ACTION: (JA) and (GG) will meet with Fraser Davidson and Len Zedel to discuss the composition of the leadership group for the congress 2023. This meeting should take place over the next 2-3 weeks.</p>																											
	<p>c) Strategic Plan 2021-2024 Graphic</p> <p>(SD) developed an excellent graphic representing the three strategic priorities and their subsequent strategic objectives. This will be added to the website.</p>																											
	<p>d) Implementation Plan 2022-2023 Development</p> <p>The strategic priorities and related objectives all work to improving the value proposition for the members through a better run, inclusive society. A society that cares about the youth, cares for public education, cares for a better run scientific congress, and an effective relationship with government, private sector and the academic community. (SD) will develop content for future newsletters to help communicate the value proposition that the strategic plan and implementation plan help to promote.</p> <p>ACTION: (GG) will better structure the draft Implementation Plan 2022-2023 for inclusion on the agenda of the September 27th Council meeting.</p>																											
	<p>e) CMOS – IMS MOU Renewal Request</p> <p>Harinder Alawalia on behalf of CMOS signed a memorandum of understanding with the Indian Meteorological Society in 2015 to help promote associate membership in each other’s society and share publications and event advertising. The Executive members agreed to communicate with the IMS representative and agree to move towards renewing the MOU and eventually have it added to the website along with the other current MOUs with AMS, AMOS and RMetS.</p> <p>ACTION: (GG) will work with the representatives from the Indian Meteorological Society on behalf of the CMOS Executive to renew the 2015 MOU.</p>																											
<p>5.</p>	<p>Upcoming Meetings 2022-2023</p> <table border="1" data-bbox="305 1213 1430 1688"> <thead> <tr> <th>Centre Chair & Membership Committee</th> <th>Executive Committee</th> <th>Council</th> </tr> </thead> <tbody> <tr> <td>Tuesday</td> <td>Tuesday</td> <td>Tuesday</td> </tr> <tr> <td></td> <td>August 31</td> <td></td> </tr> <tr> <td>September 6</td> <td>September 13</td> <td>September 27</td> </tr> <tr> <td>November 08</td> <td>November 15</td> <td>November 29</td> </tr> <tr> <td>January 10</td> <td>January 17</td> <td>January 31</td> </tr> <tr> <td>March 07</td> <td>March 14</td> <td>March 28</td> </tr> <tr> <td>May 09</td> <td>May 16</td> <td>May 30</td> </tr> <tr> <td></td> <td></td> <td>AGM xx</td> </tr> </tbody> </table>	Centre Chair & Membership Committee	Executive Committee	Council	Tuesday	Tuesday	Tuesday		August 31		September 6	September 13	September 27	November 08	November 15	November 29	January 10	January 17	January 31	March 07	March 14	March 28	May 09	May 16	May 30			AGM xx
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<p>6.</p>	<p>Other Business</p> <p>a) Executive Director Performance Review 2021-2022</p> <p>(JA) confirmed with the other Executive Committee members that he had shared their review of the executive director’s performance for 2021-2022. They collectively thanked Gordon Griffith for his work over the past year and his dedication to the</p>																											

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	Society. (JA) added that once the Implementation Plan 2022-2023 was finalized a list of goals and objectives for the executive director's role for 2022-2023 will be developed.
7.	Adjournment (Meeting adjourned)

Action Items

2022-2023			
ID	By	Action	Status
E2.4b	JA & GG	will meet with Fraser Davidson and Len Zedel to discuss the composition of the leadership group for the congress 2023. This meeting should take place over the next 2-3 weeks.	Open.
E2.4d	GG	will better structure the draft Implementation Plan 2022-2023 for inclusion on the agenda of the September 27 th Council meeting.	Open
E2.4e	GG	will work with the representatives from the Indian Meteorological Society on behalf of the CMOS Executive to renew the 2015 MOU.	Open