

**CMOS Executive Committee 2022-2023 Meeting #6 2023-05-16**  
**Procès-verbal du comité exécutif de la SCMO 2022-2023 Réunion no. 6 16-05-2023**

**Minutes**  
**Tuesday, May 16-2023, 2:00 pm EDT**

**Attendance:**

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

(Quorum = two voting members plus the President or Vice-President)  
 Current meeting: Three voting members plus President = Quorum

**Agenda & Attachments**

1	1_Agenda_CMOS_Executive_6_SCMO_2023-05-16	5a	5a_Minutes – draft – Centre Chairs and Membership Committee 2022-2023 – Meeting-5 2023-05-09
2	2_Draft Minutes_CMOS_Executive_5_2023-03-21-v1	5b	5b_CMOS EDIA Project Note to members EN
4a	4a_NewMemberApplications-2023-05-16	5c	5c_CMOS_Nominating_Committee-Nominations_for_2023-2024-draft
4b	4b_in1Touch-CMOS_Subscription_Services_Schedule		

**Attachments to Minutes**

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**Acronyms Used:**

CCR	Canadian Consortium for Research
DFO	Fisheries and Oceans Canada
ECCC	Environment and Climate Change Canada
LAC	Local Arrangements Committee
MSC	Meteorological Service of Canada
NSERC	Natural Sciences and Engineering Research Council of Canada
UQAM	Université du Québec à Montréal

1.	<b>Approval of Agenda</b>  The agenda was approved as presented.
2.	<b>Approval of Executive Meeting #5 Minutes 2022-2023</b>  The minutes from Meeting #5 held on March 21, 2023, were approved as amended. The typical annual revenue from membership dues was confirmed to be \$50,000.  As a separate note, (JA) shared the idea of offering free access to future virtual congresses to CMOS members. A detailed financial review of this proposal will have to be completed.
3.	<b>Council – Executive Action Items</b>

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	(GG) omitted to include the updated action item list with the meeting documentation. It was confirmed that the outstanding action items were longer term priorities.
4.	<b>Decision Item</b>
	<p><b>a) New Membership Applications Approval</b></p> <p>A list of 16 new member applications was presented for approval, one corporate, one student and remaining regular members. Half were provincial and federal government employees.</p> <p><b>Action:</b> (GG) to schedule an orientation meeting for all the new members who joined over the past six months. Reasons for joining the Society will be collected.</p> <p><b>Motion:</b> That the list of 16 new member applications be approved as presented. – SD and MS - Carried</p>
	<p><b>b) Olatech Service Agreement Renewal</b></p> <p>The Olatech Service Agreement was due to expire on May 15, 2023, before this Executive Committee meeting so the following motion was circulated via email to the committee members on May 8, 2023 for approval. As a reminder this software runs the CMOS database, back-office and website. The renewal agreement will expire on May 31, 2024 and includes an increase of the monthly fee from \$1,600 to \$1,780.</p> <p><b>Motion:</b> to approve the renewal of the service agreement between CMOS and Olatech for the May 15<sup>th</sup>, 2023 to May 31<sup>st</sup>, 2024 term. – JA and SD – Carried (via email)</p>
5.	<b>Discussion Items</b>
	<p><b>a) Centre Chairs &amp; Membership Committee Meeting Summary</b></p> <p>(SD) chaired the Centre Chairs &amp; Membership Committee May 9, 2023 meeting. The following key discussion items from the meeting were reported:</p> <ul style="list-style-type: none"> <li>• (SD) met with Pat McCarthy (Winnipeg Centre) and Émilie Bresson (Montreal Centre) about the CMOS Newsletter and the regional approach of collecting information.</li> <li>• Toronto and Ottawa are offering scholarships, a review of these initiatives from a national perspective may be beneficial.</li> <li>• Work to revitalize the centres that are currently consistently inactive.</li> <li>• Centre webpages of the active centres are being used. Perhaps look at creating regional membership representation, west, central, Ontario, Quebec and Atlantic/Maritime.</li> <li>• Any centre that does not submit an annual report does not receive subvention financial support.</li> </ul>
	<p><b>b) EDI Initiative Project Update</b></p> <p>(JA) provided a verbal update to this project that is being funded by MSC of ECCC. The first-year objectives were completed on time by March 31, 2023, including a final report. Reaction to the first-year final report included:</p> <ul style="list-style-type: none"> <li>• Ensuring inclusion of the LGBTQ2+ community</li> </ul>

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	<ul style="list-style-type: none"> <li>MSC has historically done a lot of work with Indigenous communities and these relationships should not be discounted. (e.g. ArcticNet initiatives)</li> </ul> <p>An EDIA session is planned during the Congress 2023.</p>
	<p><b>c) Draft Slate of Elected Officers – 2023-2024</b></p> <p>(GG) developed the first draft of the slate of elected officers for 2023-2024. The following councillors will be completing their four-year term at the 2023 AGM: Laura Bianucci, Bruce Sutherland, and Aldona Wiacek. Ada Loewen, as the Students Committee chair, confirmed that she will continue for another one-year term on Council. Amber Holdsworth of DFO and Brennan Allen of ECCC have agreed to serve on CMOS Council. Julie Thériault, professor at Université du Québec à Montréal is the chair of the Scientific Committee.</p> <p>The vice-president position is still open. Historical data shows that it is the turn of western Canada to assume the role of the CMOS Executive.</p> <p><b>Action:</b> (GG) to review the CMOS by-laws for wording around centres taking on the executive committee roles and the amount of flexibility there is in the process.</p> <p>Other federal departments with interest in CMOS include Agricultural and Agri-Food Canada and the Canadian Space Agency.</p>
	<p><b>d) Congress 2023 Update</b></p> <p>(JA) shared that there are approximately 300 participants in person and 100-150 virtual participants. Hybrid offering has higher audio/visual costs. This congress is piloting a number of initiatives that will be analyzed afterwards.</p>
	<p><b>e) Council Meeting #5 rescheduled</b></p> <p>(GG) reminded everyone that the annual general meeting is scheduled for June 20<sup>th</sup>, 2023. CMOS Council must meet at least one week prior to the AGM to approve the audited financial statements, the draft budget for 2024 and the proposed slate of elected officers ahead of the AGM. Due to unforeseen delays in finalizing the draft of the audited financial statements it was recommended to reschedule meeting #5 of Council from May 30<sup>th</sup> to June 13<sup>th</sup>. This delay will also allow the Finance and Investment Committee time to meet to draft the 2024 budget and the Audit Committee to meet with the auditor to review the audited financial statements. Everyone agreed to rescheduling meeting #5 of Council as proposed.</p>

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<b>6.</b>	<b>Upcoming Meetings 2022-2023</b>		
	<b>Centre Chair &amp; Membership Committee</b>	<b>Executive Committee</b>	<b>Council</b>
	<b>Tuesday</b>	<b>Tuesday</b>	<b>Tuesday</b>
		<del>August 31</del>	
	<del>September 6</del>	<del>September 13</del>	<del>September 27</del>
	<del>November 08</del>	<del>November 15</del>	<del>November 29</del>
	<del>January 10</del>	<del>January 17</del>	<del>February 9</del>
	<del>March 07</del>	<del>March 21</del>	<del>March 28</del>
	<del>May 09</del>	<del>May 16</del>	<del>June 13</del>
			AGM June 20
<b>7.</b>	<b>Other Business</b> The following discussions took place: <ul style="list-style-type: none"> <li>• Funding opportunities for CMOS initiatives: NSERC, Mitacs, etc.</li> <li>• The Canadian Consortium for Research (CCR) is one group that communicates with the main research funding agencies. CMOS is a member of CCR.</li> <li>• Level of French content in congresses and even publications. What is acceptable/expected?</li> </ul>		
<b>8.</b>	<b>Adjournment</b> (Meeting adjourned)		

**Action Items**

<b>2022-2023</b>			
<b>ID</b>	<b>By</b>	<b>Action</b>	<b>Status</b>
<b>E6.4a</b>	GG	to schedule an orientation meeting for all the new members who joined over the past six months.	Open
<b>E6.5c</b>	GG	to review the CMOS by-laws for wording around centres taking on the executive committee roles and the amount of flexibility there is in the process.	Open