

RASC WINNIPEG CENTRE COUNCIL

Minutes of a meeting of the council of RASC Winnipeg Centre held via Zoom on Wednesday, February 09, 2021, at 7:00 p.m.



PRESENT: Dennis, Gord, Judy, Scott, Ed, Andrew, Terra, Abdul, Bryan,

REGRETS: Michelle, Bill

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| 1. | Call to order | 7 PM | President |
| 2. | Welcome and Opening Remarks | | President |
| 3. | Additions to Agenda | | President |
| | Dennis: Commercial use of Facebook, Centre awards | | |
| 4. | Adoption of previous minutes | | President |

MOTION: Scott moved that the January meeting minutes be approved. – PASSED

Dennis: Move to shorter minutes. Judy: Sometimes the discussion is necessary to understand reasons for decisions.

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| 5. | Financial report | Treasurer | 2 Minutes |
| | Abdul: \$17,963 bank balance excluding the recent transactions with cheques totalling about \$600 to \$700. \$15K was donated to RASC National, we will not get that back. GIC investment is \$3,000. The GIC is for Glenlea emergencies. | | |
| 6. | OLD BUSINESS | | |
| a. | COVID | Dennis | |
| | No group activities to be planned yet. | | |
| b. | Bylaws | Scott | 10 Minutes |
| | Scott: The previous by-laws have to be re-written, especially the relationship with National and incorporation. This will give the opportunity to adjust the governance. Still operating under the 2007 by-laws. Judy: What we have is a penultimate draft. The person who had it lost it. Gord: The Vancouver by-laws could be a foundation. Scott: We will borrow by-laws from the other centres. Incorporation will drive changes to the by-laws. Next step: Scott will obtain copies of other by-laws and working group to do a draft. | | |

Volunteers for the by-laws working group: Scott, Judy, Gord.

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| c. | Incorporation | Gord | 5 Minutes |
| | Gord: Paperwork sent for name reservation. From the MB Companies Office perspective, we are filing provincial incorporation papers on behalf of National as a branch of National. We need a name search. We need the word "The" in front of the name. It is \$45 to refile. We must agree to National's by-laws. It will be a separate corp. We will be operating independently. Scott: Not sure about being a branch office. Gord: It would be a separate independent corporation. The MB Companies Office requires it to be this way or the name will be rejected. Dennis: The name search and the incorporation are two separate things. All National wants is for us to file our by-laws with them once approved. | | |
| d. | Next RASC Zoom Meeting – Speakers/Agenda | Dennis | 2 Minutes |
| | Dennis: Starting at 7:00. We want break-out rooms in the future. We would need a content host for each of the rooms. Scott: We could try it out as a test after the next meeting. Ed will from now on send a draft to council before sending the invite to membership. | | |
| e. | Mentor Program | Bryan | 5 Minutes |

Bryan reviewed the mentorship program draft. Gord: His opinion is the most important thing is to create a list of mentors and then match mentors with beginners. Scott: Could be the role is to organize the program and/or to teach a course. Dennis: We must have terms of reference and guidelines. This would go into our policy and procedures manual. Gord: We should be able to start simple. Judy: Mentorship should not compete with the beginner's session. We will need a policy so council has control. **ACTION Bryan to put a thread on the forums to get feedback from people.**

- f. Google Drive Gord
Everybody is now using Google Drive.
- g. Operations Manual Gord 5 Minutes
Gord: This is on the Google Drive. The new by-laws will drive the operations manual. National is working on this as well. Scott: The manual will have the procedures that follow council can change on its own.
- h. Centre meetings break out rooms/surveys All 5 Minutes
- 7. Job Descriptions
 - a. Beginner Session Coordinator Judy
Judy reviewed her draft job description with council.
 - b. Newsletter editor Gord
 - c. Membership Coordinator Gord
Dennis: We will advertise for this one. We will leave these open until the next meeting for people to review.
 - d. Webmaster Gord
 - e. Loaner Scope Coordinator Abdul
Abdul to put his comments to writing. We discussed the use of the forums.
- 8. Review goals/roles
 - a. Library Telescope Program Gord 5 Minutes
Gord described the program. This is an example of something that could be part of the strategic plan. Typically use a Starblast 4.5" scope. There are successful programs in UK and US. \$500 / scope so \$10K for the CoW libraries. Scott: I love the loaner scope program.
 - b. Light Abatement Terra 5 Minutes
Terra gave an overview of her goals for this program. An example is Flagstaff, AZ. She would like to take baby steps to that goal. Gord recommended getting on the LPA from National. Terra could go to Tim Kennedy and Sylvia for information on what was done for SWPP dark sky preserve.
 - c. Youth Outreach Andrew 5 Minutes
Andrew described his ideas for the program: 1) Cub Scouts and Girl Guides for camp outs, Gord described how Scouts are fertile area for this. Andrew could join a meeting in future. 2) Zoom calls, 3) Library program with scope for show and tell at a school, 4) in person talks. Judy suggested a video for the schools about what the program can do. Gord said something like this would be a great idea based on discussions with his superintendent. Terra is available to be a presenter for Girl Guides. Terra suggested that RASC could be a liaison for great speakers for classes. Scott said it would be good to have a speaker reference list.
 - d. Glenlea programs All 5 Minutes
Dennis said that Glenlea is very underutilized. How to get more people to use Glenlea. Scott: Two parts, 1) pad, and 2) dome. Barriers are training, booking, keys. Need to look at the system that we use. Also, the scope needs to be fixed. If we want an observatory rather

than observing site, will need to consider this in the strategic plan. More star parties.

Dennis said this needs to be included in the strategic plan.

- e. Work with like minded organizations Dennis
 - 9. Strategic Plan Dennis
- Ed gave an overview of the approach.

Strategic plan working group to be Ed, Gord, Judy, and Bryan.

- 10. General Assembly 2022 Dennis 20 Minutes
Dennis: Request from national to host the 2022 assembly. Scott: This would be a full-time job for 18 months for the council. We have lots of other things in progress. Also, would be the risk of financial loss if insufficient people show up. Judy agreed. The logistics, speaker planning, need more than 1.5 year lead time. Gord: We do not have the core of volunteers. We need to build that. Bryan: Phil stated he is willing to help and they could do fund raising for funds. Dennis: Virtual event? Scott: The National could recruit from various centres. Judy: Benefit is building momentum in the club. Some opportunity to make money. There was a template of how to run a GA. It really depends on resources. The planning is huge. Bryan: Tourism Wpg said they would help. Dennis: Not support for 2022. Suggest we look at this in the strategic planning process for a future year such as 2024 or 2025.
- 11. Budget 2021 – develop based on strategic plan Dennis/Abdul. 5 Minutes
 - a. Fundraising? (not discussed)
- 12. NEW Business
 - a. Web page Outreach Gord
Gord wants to add page to the website to put contact info for people wanting a Zoom session (e.g., outreach or ask an astronomer). He would create a draft for review.
ACTION Gord
 - b. Membership Survey Ed/Gord 5 Minutes
(not discussed)
 - c. Special Resolution Number of Councillors Gord 5 Minutes
Scott: Had to use the by-laws 3 – 4 times. If we knowingly violate by-laws. Have to take by-laws seriously. Could take one councillor and appoint them as national rep. Dennis: I will contact Bill and Michelle first. If either not participating, one can go away and there would be no problem.
 - d. Recruiting All 5 Minutes
(not discussed)
 - e. Social events post COVID
(not discussed)
 - f. NEW: Commercial use of Facebook – Scott: If person is a member, okay. Is the FB page a member thing or a voice of the organization? Need to have rules. Gord: FB is part of the strategic plan. Need something that new members agree to that only members can post ads. **DECISION: Gord can add to the FB signup form acknowledgement that they must be a member before they make commercial offerings.**
- 13. Next Meeting Fixed dates? Dennis 2 Minutes
Dennis: Could email him with weekdays that work. **ACTION All to email Dennis.**
- 14. Round Table All 5 Minutes
Abdul: National report – Need access to the RASC website. Gord to send to Abdul.
Bryan: I will make a national report for this. **ACTION Bryan**
- 15. Adjourn 9:05 PM

FUTURE ACTION ITEMS

1. Bryan Put a thread for the mentor program on the forum to get feedback from people.
2. Gord Create draft page on the website for outreach for council to review.
3. Gord Add acknowledgement to the Facebook signup form that a user must be a member before they can make commercial offerings.
4. All Email Dennis with acceptable time for regularly occurring meetings.
5. Bryan President's report for National on 2020.

	Name	Signature	Date
Secretary	Ed Wright		