RASC WINNIPEG CENTRE COUNCIL

Minutes of a meeting of the council of RASC Winnipeg Centre held via Zoom on Monday, January 11, 2024, at 7:00 p.m.

PRESENT: Dennis Lyons, Daemon Nightshade, Michelle Boyce, Marc Sarrasin, Judy Anderson, Mark Irvine, Mike Karakas, Kamala Nanjundeshaiah, Stan Runge, Ed Wright, Wing Kwong,

REGRETS: Bryan Stach, Scott Young

1. Call to Order, Land Acknowledgement — Dennis
2. Welcome and Introductions — All
3. Adoption of Agenda — Dennis
   - No changes.
4. Adoption of previous minutes (2) — Ed

MOTION Ed moved and Judy seconded to accept the November minutes	ADOPTED

MOTION Ed moved and Daemon seconded to accept the December minutes	ADOPTED

5. Financial Report — Mark
   - Mark: Sent report at beginning of the month. We are in the black except for depreciation of $4,000 for that so we are $3,000 in the red with an $1100 cash surplus. We must post a depreciation entry for depreciable assets. We will use that for the T2 filing. We never had the bill for the O&D insurance. Mark: I need to be insured to serve on the board. We can seek our own insurance. Dennis: Is through the National. I have tried at National and with the insurer, but will ask Jenna (Exec Director of National RASC) to contact the insurer. Mark: Needs to be insured for his designation.
   - The financial reports are complete. We have been energetic with finance committee. For the reports, we have one GIC due Feb 01. Have notification from RBC. It will be cashed out into another account, and Mark will move it into our regular chequing account. Will have to make one more trip to bank to have it moved. Hopefully we will get the credit card soon; it's being snagged by the banker (not even RBC policy), but getting mixed messages from the corporate office, despite the bank holding our $2000 as security against the credit balance. Then they have $2000 that we do not have access to. Will have to tell bank to release the GIC if they do not produce a credit card. Judy: I can inquire at the Credit Union.

MOTION Mark moved and Judy seconded to accept report.	CARRIED

   - Dennis: National does not have a template for the finance report. Mark: Okay I can send the Treasurer's report to National for November with no comment.
6. Committee Work Reports
   a. Policies and Procedures Manual — Dennis
   b. Observatory Committee — Michelle/Scott
      - Michelle: Attached minutes for those interested. Major issue was the locks. After 3 meetings, there is a decision about the locks for Glenlea; the committee is planning to put an interior door to the dome (wall needs to be fixed – Jay and a group will do the carpentry), and put a push-button lock there (Dustin was going to do this, ~$80). The

exterior door and the warm room locks are to be replaced. At some point will ask for funds for that, especially for the outside locks. The interior wall needs to be fixed. Mark: Jay and crew were going to fix the door. Michelle: Scott is donating the exterior locks from his house. Then if you have training you get combo to the door to the scope. Dennis: There is a budget for the Observatory Committee. So the Committee would come with a quote, they would let Mark know and then provide with the receipts. No motion because already approved. Mark: Yes but Michelle to approve the expenditure on behalf of the committee. Then I would pay it. Michelle: Believe Scott was looking at the keypad. Mark: Yes Dustin Hartell found cheap mechanical ones.

- Judy: Will the new locks be rekeyed? Michelle: They will get new keys. Dennis: This is benefit of membership. Have to give your card. If you have training, you will get the combination code for the dome, and the combination will be changed on an annual basis.
- Michelle: Second issue is people paying for keys then disappearing. Whoever leaves and does not return the key, they get a notice to return. It goes way too far back. This way we will have an accurate list of who have the keys. My suggestion is moratorium on key deposit returns. I also recommend that they be asked to return keys within 6 months of lapsed membership in exchange for their deposit being returned. This will allow the committee to track who has access to the buildings and the dome/scope. Dennis: Could have people lose their dep after 6 months if key not returned.

c. Member Meeting Judy

- Judy: Everybody has invite. Scott for beginner session, Bryan for what's up, Michelle for what's new, Dr. Allison Man (UBC) giving the main presentation of the Euclid project. Michelle: I always have talk done 30 mins before. I was going to have a slide for the workshop. Concern about the workshop is how to communicate it. Could have a Groups.io but why for each workshop. Dennis: I can call you up for the Announcements part of the meeting. One slide please so manage our time.
- Judy: I have speakers all the way to the picnic. Michelle: Tyrone does optical astronomy, new to dept. Dennis: Ed Cloutis got a sliver of asteroid Bennu and is quite happy.

d. Finance Committee Mark Irvine

- Two recommendations:
    i. <u>E-Transfer</u> – Mark: Did meet. Decided to not do it. If a situation needs to be paid with current process can advance the money to them. There are other ways to do it if a diff institution could try it if there can be a secondary validation of an e-transfer. Our fee structure at RBC is too expensive.
    ii. <u>Registered Charity</u> – Consensus is not do it at this time because we haven't even had a year of incorporation (needs T2 corporate return), and the Finance Committee not in place yet to file the charities return. Need more than just me to be able to do it. The T2 plus charities return plus supporting documents would need to be returns. Also today we just file a simplified T2. He has been doing charity returns for 5 years. Given the age of the organization, the finance committee thought we should wait. Also we have the option of riding national's charitable status. We would need a partnership agreement with them. That allows them to retain their charitable status. That is what the income tax bulletins said at the end of last year.
- Mark: I am archiving my financial stuff. Once the year closes I will archive in Googe Drive. Dennis: Make a file. Ed: the ski club I am in is incorporated, and does use

e-transfers inexpensively in a credit union; it requires two validations and works well. Mark: That would be ideal.. Judy: Need to have the minutes and finance docs in protected areas in Google drive so cannot be modified. Mark: Yes this is true. They need to be kept for current year + 6 years.

- Dennis: I think just accept the report as presented. I would like the Finance Committee to look at other financial institutes. The role of council is to give to the finance committee. Wing: Could we consider alternative bank like NeoFinancial (a cloud bank). Dennis: Ed to send details on the ski club financial institute.

e. SWSP Dennis

- Judy: I feel this is really important. I don't think Spruce Woods should die. Dennis: Won't die. Daemon has agreed for his name to stand to coord the SWSP. Daemon: I have held a lot of events over the years, same steps, just need the steps to organize it, need the contact info for people.

MOTION Judy moved and Kamala seconded to appoint Daemon. PASSED

f. Explore the Universe Stan

- Stan: Nothing yet. More in the spring, maybe with a workshop on star hopping.
- Dennis: Workshops information? Stan: Working with Wing, with the one this month being a good pilot for what issues we require. We now know we need a location where people can get in, and to get ahold of any issues. Will define what holds we need. Put doc out. Wing provided feedback on what to address. Looking at who can provide workshops. Stan drafted a document to describe the program, and Wing added to that, and it should be available.
- Michelle: Maybe store stuff in the RASC website. Dennis: Coordinate with Marc Sarrasin.
- Judy: Suggesting the docs should be available, but also was an original notion some would have a speaker that had not done without some thought to a remuneration. Not everyone wants to just do out of goodness of their heart. Michelle: For the membership should be free for people in club, is a sharing of information, but in star party could charge. Wing: What about an honorarium? Judy: Same thing. Talking about an honorarium. Dennis: Maybe ask Wing and Stan to think about it. Ed: National has that NOVA program, and they talked about centres charging for that with some amount going back to National. Dennis: National wanted $20 back for each workshop. Michelle: The workshop I am doing I have to put time into prepare. Maybe an honorarium is a good idea. Stan: We already talked about that. It is not the sessions at the observatory on cloudy night. It is different. The members night is separate. The workshops are truly a mentor type program. It is based on the requirements of the members of the club. Star hopping is an example. It is not a little small thing at the observatory. Mark: We do have precedent with SWSP. We provided honorarium for speakers. We also have giving meteorites for speakers. Dennis: Will leave with Wing and Stan. Positive note is moving forward with it. It is a form of mentoring. Wing: The document is a wikidoc under the ETU in Groups.io. Michelle: Need to move that to the Google drive or website. Wing: Stan: -The discussion page (an exploratory document) should be made available to Council. Should have this as an exploratory document. Looking at some areas to cover. Judy: Can you send by email? Wing: Will email.

g. Eclipse 2024 All

- Dennis: Minutes showed that Kamala and Scott will work together on this for April 2024. Kamala: Not worked on this yet. Just discussed the Telescopes for Kidss. Kamala will be a volunteer for the event

h. Fundraising — Wing

- Wing: Focussing on the Telescopes for Kids because needs a target. The only one that is ideal is the Telescopes for Kids program. Just trying to use social media to drive eyeballs to lead to the Go Fund Me page. I have a lot of connections LinkedIN but not on Twitter. Created a new Twitter account. Started populating with new content. There's a lot of wide-appeal content on Twitter, so far only 4 followers. It needs our membership to join, follow, and repost. The network effect is great. So far only 4 followers. It needs time and membership base to join. Network is good. Propose that we create a LinkedIn group. Should also be on Instagram which hopefully someone has password. On LinkedIn getting 1000s of impressions. Ed: Just on passwords, older existing accounts were developed a while back by councils, and the originators may or may not be in the province any longer.. Dennis: The people doing those are not in the province. Dennis: Asks for a show of hands for social media accounts. It is activity, that's for sure. Wing: Talking to marketing friends to see if there are extractable data to help us know about our message.
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7. Business Arising

a. Seasonal potluck — All

- Dennis: I will not be here that weekend. Wing: All systems go. Mgmt at Launch-Co Working aware, Jason knows we have the liquor license, will borrow serving utensils from LaunchCo. Online spreadsheet to indicate what they are bringing. Two tabs to record what people contributing for fundraising. Kamala: I did an email separately to Silvia and Jerry about donating sketches for the auction, hoping people will upload photography. Wing: I do have postcards, 100 run each as a souvenir item. It has RASC Winnipeg logo. Maybe people will pay for them right at the event. Kamala: Send me an email on this, can connect early next week on this. Wing: We would need to get permissions from owner of the creative. Judy: Is a thing in there about us not making money. Michelle: One or two people might not want their pics in there. Would need a release on this. Dennis: Thanks to Wing again. Send receipts to Mark to be reimbursed.

b. Approval of 2023 AGM minutes — Dennis

- Dennis: This is minutes from last year. Council to approve them. Ed: There was a small question about the council members who attended.

MOTION Ed moved and Judy seconded to accept as presented. CARRIED

c. Telescopes for Kids — Scott

- Kamala: Don't know how much donation received yet. Updates should come from Scott. Judy: When to go ahead? Kamala: Was to be January end after the potluck. Stan: One telescope donated.

d. NCC (Nature Conservancy) — Dennis/Silvia

- Dennis: No update on that.

e. Glenlea, cleanup, damage repair — Ed

- Ed: Just crickets from the EMO. Should ask for an update before next Council meeting.

f. Spruce Woods gift to casino — $180 plus tax — Dennis

- Dennis: Again, no response, so will be removed from agenda. Dennis reviews the matter for Michelle. Is an effort to recognize the casino's part of the Dark Sky Preserve at SWPP.

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g. Website – Marc
   - Marc: Went through current members and members on website. Almost ready to import new members and delete the old ones. There is an automated email that goes that duplicates what Jay sends, so will cut down. Scott said some links might be visible to non-members, when you log into the website you have different links, but if you copy those links to new browser and paste, the docs become visible again. Marc is digging into this, as it's a security issue. Will see what he can do to block this access. Now this meeting has new things to post on the website; requests an email so he knows the specific requests.
   - Marc: Discussing things to be on the website. Send email to me if something else that you want. In the groups.io
   - Ed: Do you have any concerns about cybersecurity e.g., with personal information. Marc: We have names and email addresses, and documents available (to members). Ed: There was trouble previously with the website that we attribute to technical maintenance issue, rather than suspecting some interference.
h. Strategic Plan/Bylaws Dennis
   - Dennis: Before next meeting will send items for us to review.
i. Quilak award Wilfred Buck Dennis
   - Dennis: Keep missing Wilfred Buck
j. Officers and Directors Insurance Dennis
   - Dennis: Plunking away at that.
k. Centre Awards Dennis
   - Dennis: When to announce? Michelle: AGM sounds appropriate. Dennis: Should we give them a certificate? Judy: Yes, I can do it. Stan: I have paper for use as background. Will pass some of those to you.
l. French Language school request All
   - Dennis: What happened with that? Michelle: Oliver was suggested. Kamala: I have some news on that. Did contact the school Winslett Oliver, did write this week. No response, but Melony responded, said Glenlea not open but can do outreach at the school with scopes. Response was weird. The school was somewhat blunt that they wanted to see the solar system. Did not respond yet. Dennis: Just answer and say they asked for it first. Kamala: But if sky is clear could bring scopes. I will respond to them to see if they are interested. Also need month in advance and need to check for volunteers.
m. Workshops (budget?) Imaging 22 Jan? Tune Up 23 March Stan
   - Michelle: January 28 is the workshop, a Sunday. Dennis: James Fast will also speak about the scope tune-up in March.
n. AGM Dennis
   - Dennis: It was formally sent to members. AGM does not normally take long. Quite a bit of programming, financials look good, budget not up for discussion. To Mark, did we post the budget on our website. Mark: We had the one slide on the site. Dennis: They do not need to drill into it. Here is what spending on next year. Is a balanced budget. Will send to Marc to post.
o. Elections/Recruiting Dennis/Brian/Stan
   - Dennis: We have the Secretary position first, then directors, and then one councillor position. Thank you to Scott for Secretary position. He meets the requirements of the

corporate act. The Secretary is an officer under the Act. Michelle, Marc, Ed, and Wing for the director positions. Wing: I would want to be a Councillor. Dennis: Okay, just one director position to be filled. Nominating Committee is me, Stan, and Bryan.

p. Groups.io — Marc S.
   - Marc: Is up to date with new members, just need to remove expired/lapsed members.

q. Wild Outside 19 or 26 of January — Daemon
   - Daemon: Two volunteers, Ivan and Michelle. Need two more. Like to have a minute at tomorrow's meeting. Otherwise, everything is good for Friday. Have insurance, and Mark has sent the invoice to them. Dennis: I can help on the 26th.

r. Solar Eclipse April 8 volunteers? — Dennis
   - Dennis: Only name, Ed Rajfur said can help.

s. Meeting night — All

- Dennis: Moved this meeting night to accommodate Scott but did not work for him. Two questions: a Thursday seems okay with most people, and Dennis will confirm with Scott. The second question is which week to hold the meeting... Judy: Ed: make it the first Thurs. Judy: Make it the Thursday of the week before. Mark: We won't have financial results by the end of the month if it is in the week ahead that is not in the same month.
- Dennis: Decision that Council will be on the Thursday before the week of the regular meeting. Ed will send a zoom invite for the next two meetings until he is no longer Secretary (he agreed to stay on until the AGM).

8. Round table — All
   - Mike: Nothing to report
   - Mark: Curious about the member night in January, I am supposed to be there, not sure if will be plowed. Michelle: Would be Danielle. Dennis: So check with her. Stan: I would suggest there is no meeting because -25C. Dennis: Agreed.
   - Ed: Found out on Google Drive that uploading Council folder files (of video especially) that it stays attached to your own user ID, and uses your own maximum storage amount. Noticed this coincidentally.
   - Kamala: Checking with Council team, if you are doing good photography. Please upload files for contributions to fund raise. Mike: How will the printing be done? Kamala: Maybe 5x7 photo size, planning to get printed in Walmart of Shoppers, high res is good.
   - Marc: The Winnipeg Gmail account, who monitoring it, is it Russell? Dennis: Likely is.
   - Wing: Mentioning that I am happy to create more online excel worksheets to minimize separate spreadsheets to have in one central location. Ed: this can be done in Google Docs as Google Sheets, and open it up to anyone you want. Michelle notes can also do registrations on Google Sheets.
   - Stan: Wing has good ideas for content on the website as well. He is looking at other things as well. So he can spruce things up a bit. Found 4 issues to clean up with the workshops. To Marc is something that we can add? Wing: We have the events section in the website, could use that facility to put up the workshops. More events on workshop so could put in the events section. Right now, the only event there is the January regular meeting. Currently there are more events published on Facebook. So we should put workshops on the Events section.
   - Judy: I am curious how many use the website for information on events, needs, documents. If no-one uses the website, we should tell members that it is a major resource. Librarians study communications and document storage as a science. It's

important to work for Website maintenance and upgrades and get members to use the site to find information.

- Michelle: Good point on use of website; she forwards a pdf as well as sending someone to the website. Not everyone wants to use or is familiar with using Google Docs. Nothing else for me. I have one email for National, for website is my Yahoo email.
- Daemon: Just that I need to touch bases on the list of things to accomplish for the star party. Dennis: I can forward the list to you from Silvia. Michelle: I might be interested in contributing.

9. Next Meeting, Monday February 1, 2024, 7 PM
10. Adjourn 9:00 PM

	Name	Signature	Date
Secretary	Ed Wright		