

# CMOS Ottawa Centre

## Minutes – September 20, 2012

**In Attendance:** Marty Taillefer, Richard Asselin, Bob Jones, Paul Pestieau, Yvon Bernier, Denis Bourque, Greg Johnson, Wayne Richardson, Adrienne Tivy

### 1- Approval of Agenda

The agenda was approved but it was agreed that the Financial Report (Item#7) be discussed before Item#5 (Venue).

Denis suggested and all agreed that email decisions held in August and September should be appended to these minutes so that they are documented. Two emails in which Marty summarized the main issues have been appended.

### 2- Financial Report

Yvon gave the financial report. He reported that we are in good financial shape: 2K in the bank, 17K in GICs (some which will mature at the end of this year) and \$900 expected from the national CMOS office.

Marty proposed that we develop a formal business plan for the next 5 to 10 years and all were in agreement. It was noted that a financial strategy does exist and is documented in meeting minutes. All agreed that it would be better for the financial plan to be documented in a business plan rather than meeting minutes.

**Action – Marty** will draft a formal business plan and will circulate it to the executive.

### 3- CNC-SCOR Speaker

The CNC-SCOR speaker series was discussed. It was agreed that CMOS Ottawa will participate in this annual speaker series. The CNC-SCOR speaker will present at our luncheon. Marty raised the issue of the speaker's travel costs while in Ottawa. It is expected that local CMOS chapters cover one night's accommodation for the traveling CNC-SCOR speaker. It was agreed that we will cover one night's accommodation, either in a hotel room or as a guest in a member's home.

### 4- Public Event

Paul reported on the public event. He is very close to confirming a speaker from Ottawa Riverkeeper and is on target to host the event this Fall. He is still looking for a venue and could use some help in this regard.

Marty raised the question of whether or not we should aim to host a public event each year, he raised some concern regarding the level of effort required. We ran out of time and discussion was deferred to our next meeting.

#### **5- Venue for luncheons**

Time ran out and we were unable to discuss options for luncheon venues. It was agreed that Paul, Wayne and Adrienne would meet before the next meeting to review our options.

**Action – Paul, Wayne and Adrienne** will meet before the next meeting to review our options for the luncheon venue.

#### **Other Item – Speakers for this year**

Marty reported on the speaker line-up for the year. We are still looking for a speaker for the December meeting. Marty volunteered to take the first slot in January and he will talk about the CMOS Arctic special interest group initiative.

**Sent: Thu 23/08/2012 7:26 AM**

**To: 'Ann McMillan'; jonesb@ncf.ca; 'Asselin, Richard'; 'Asselin, Richard'; 'Bernier, Yvon'; 'Bourque, Denis'; 'Bourque, Sheila'; 'Johnson, Greg'; 'Lafreniere, Andrew'; 'Pestieau, Paul'; 'Richardson, Wayne'; Tivy, Adrienne**

Hi Folks,

Well the summer is ending quick and another CMOS season is upon us. Last week I met with Ann McMillan in an effort to strategize and get the ball rolling for the new season. We have identified some tentative dates and speakers and want to get going ASAP with notices to the membership. Please note:

#### VENUE

1. I would like to change the Venue from the Legion. I found the Legion terrible last year and is certainly not commensurate with what the membership has experienced in the past many years. When I spoke to Ann, we both agreed that our goal this year was to create an inviting environment to encourage and motivate the CMOS membership continue with the lunch attendance and active participation. In my view the Legion and the associated catering just did do that and I think we may be losing interest.

2. In the interim, I would like to suggest that we meet at the C&POs as a start and at the next Exec meeting start making concrete plans for the year.

#### SPEAKERS & DATES

3. As always we need speakers. This is the core of our luncheons - and we need to book speakers and etch in stone their participation. Here is what we have so far:

- . THU 20 Sep - No speaker identified
- . THU 18 OCT - Mr. Geoge Comfort (BMT Fleet Technology) - Hydro Electric Dam Ice Loads
- . THU 22 NOV - Eddy Carmack (CNC-SCOR) titled Three Oceans Around Canada: Roles of the Interconnected Arctic and Subarctic Oceans in Global Change.
- T
- . THU 13 DEC - No speaker identified

#### MINUTES OF THE PAST MEETING

I am not sure who was making these up ... I need the minutes from the last meeting.

I need feedback and ideas ... and most important I need speakers. Thanks very much and let's make 2012-13 a good year.

Cheers,  
Marty

**Sent: Sun 02/09/2012 9:12 AM**

**To: 'Ann McMillan'; jonesb@ncf.ca; 'Asselin, Richard'; 'Asselin, Richard'; 'Bernier, Yvon'; 'Bourque, Denis'; 'Bourque, Sheila'; 'Johnson, Greg'; 'Lafreniere, Andrew'; 'Pestieau, Paul'; 'Richardson, Wayne'; Tivy, Adrienne**

Hi Folks:

I have read all the previous emails recently circulated starting Aug 23<sup>st</sup>. Here we go and please note ...

## **VENUE**

1. On the 17 May Minutes, it was agreed that the current Legion Venue was unacceptable (or substandard). Hence, a committee was formed to review the luncheon venue requirement (sat by Paul, Adrienne, Marty, & Wayne).

2. On Aug 23<sup>rd</sup> I sent an email to the Exec indicating that I would prefer a different location to the Legion. The idea was not well received by half of the Exec. Therefore we came to a standstill. The concern largely came from the fact that in 10 years the Centre may run out of money if we keep absorbing losses with every luncheon. I agree with this conclusion however the following items should be considered:

- The centre will receive an additional subvention from the National CMOS (approx. \$1000/year) to support luncheons (this equates to an additional \$10k in 10 years);
- Our luncheon fees are too low. I am paying less in fees than when I started attending 10 years ago. We need to adjust our fees.

3. To revert to the Legion to give it one more try because the décor and catering might improve – is in my view unacceptable and I fear that we may lose membership participation because no one wants to attend a substandard event-venue. Had it not been for my sitting as chair this year, I may have decide not to attend anymore because the venue no longer appealed to me. In addition, to remain at the legion and buying table cloths will not work in time. So do we assign someone to collect and clean table cloths ? Last year's committee did look at many options around the city – but we chose the cheapest option (the Legion) where we should have picked the best bang for buck – and to strike a balance between affordability and service.

4. All this to say, that a New Committee was stood up in May to review the Venue options and I think the Exec will have to trust that I, along with those who are looking at these options, are not going to make decisions that will bankrupt the Centre. Rather – as in the mandate of CMOS – attract and promote our Centre's activities.

## **DECISION**

5. The committee recently made a second round of Venue reviews and concluded with the following (email sent 30 Aug). Please note these figures for the Junior Ranks Mess:

- \$100 for room; \$100 for projector (no charge for rest of equipment); \$40 for bar; taxes:  
TOTAL \$271.20

- Food (that never disappointed) \$11 to \$13 pp,
- For a total of 40 people with the \$11 menu, and let me include the menu, we would be looking at a total of \$768.40 (For 40 people at the Legion last May we paid a total of \$656.20)
- The new increase in subsidy from CMOS would nearly cover the difference, but if we supplied our own projector the total would be \$655.40

I am offering this as an interim solution and we can discuss further at our first meeting on September 20<sup>th</sup>. Thanks to the committee (Adrienne, Paul and Wayne) for a thorough review of this year's Venue option.

**6. I will be booking the Junior Ranks mess for our first meeting and luncheon for Sept 20<sup>th</sup>.** We can vote on its suitability at the first Exec meeting.

#### **SEPT 20 SPEAKER (BOOKED)**

- Speaker: Tom Zagon or Environment Canada
- Title: Sea Ice Characteristics in Relation to the Search for the Lost Franklin Vessels
- Abstract: Knowledge of the fate of the lost vessels HMS Erebus and HMS Terror is based on archaeological evidence and Inuit testimony. Historical satellite imagery of ice conditions in the region where the vessels became beset and were abandoned presents an additional source of information. Since 1995, high-resolution Radarsat imagery is being archived at the Canadian Ice Service and an ice study based on these images is helping to shape the search effort presently underway.

7. [Bob: Please do not make any announcement to the membership before I have confirmed the date with the JR Mess.](#)

8. [Paul since you have been in contact with the JR Mess. Can you call and book Sept 20 and tentatively have them pencil in the following dates:](#)

- Thu 18 Oct
- Tue 20 Nov
- Thu 13 Dec

9. Future speakers (to be discussed and planned):

- Sep – Tom Zagon, Environment Canada
- Oct - Mr. George Comfort (BMT Fleet Technology) - Hydro Electric Dam Ice Loads
- Nov - Eddy Carmack (CNC-SCOR) titled Three Oceans Around Canada: Roles of the Interconnected Arctic and Subarctic Oceans in Global Change.

- Dec - No speaker identified

## **PUBLIC EVENT PLANNING**

10. This is something that we can discuss at the next CMOS Exec on Sep 20 (at the JR Mess).

11. I think, considering the volunteer-style organisation that we are, and reflecting back on the difficulty in deciding on a venue, that a Public Event as suggested by last year's discussions may be difficult and wrought with logistics problems – including financials.

12. A suggestion is to look at the already organised CNC-SCOR tour speaker. Perhaps we can use the funds allocated to this event each year and make a bigger splash of the tour speaker than given in past years. To start, Bob Wilson contacted me and asked that we pay for accommodation and meals for the tour speaker. I tentatively agreed to his request. I think this is money well spent and we do not have to look for a speaker for a public event each year – it is handed to us on a platter – so let's leverage that. We can also use the additional funds to put ad space to market the talk.

13. Comments, or ideas ?

## **BUSINESS PLAN**

14. Looking over our financial situation and the projected subvention for the National Exec, this centre will have approx.. \$25k to \$30k of operating capital over the next 10 years. This is considerable and we have to leverage these funds as best as possible to maximise luncheon costs and progress the CMOS mandate. Therefore, at the next meeting I would like to put a motion that a Business Plan be drafted for the Centre that will serve as a guide for expenditures and related activities. A Business Plan Committee will need to be stood up.

## **ROLE OF CMOS OTTAWA CHAIR**

15. I am putting in a motion to the Exec that we consider the CMOS Chair position to be given the option to be hold the position two (2) years in a row. We can discuss this further at the next Exec.

## **FINAL COMMENT**

I want to make it clear that if you have an issue that you want to raise to the Centre's Exec that this is certainly encouraged - I think we can grow from the debate and challenges presented to us. However, if you do bring a problem or challenge to the table than I would like you to consider bringing a solution as well. There is little progress to be made by tabling problems without presenting solutions at the same time.

This is my second kick at the cat with CMOS Centre as Chair – I would not do this if I did not believe in this organisation and our local group. My hope this year is to create an environment where we attract and promote the centre while providing interesting talks and great atmosphere for our luncheons. This is a great society and I want it to thrive. Finally, thanks to Paul Pestieau for all his work last year and recent efforts. I strong-armed him into the role 2 years ago and I think he served CMOS very well.

See you at the next luncheon.

Marty