

Meeting of the CMOS Ottawa Centre Executive

Friday, 7 August, 2015, 12:00 PM

Minutes

The Black Thorn
15 Clarence Street, The Byward Market, Ottawa

Present: Ann McMillan (Chair, Ottawa Centre), Martin Gauthier (Vice Chair) via Skype, Yvon Bernier (Treasurer), Bob Jones (Centre webmaster, Archivist, Member-at-Large), Sheila Bourque (education liaison), Denis Bourque (Member-at-Large), Wayne Richardson (Member-at-Large), Paul Pestieau (Member-at-Large), John Stone (Member-at-Large), Leslie Malone (Secretary).

Unable to attend: Marty Taillefer (past Chair, CMOS Ottawa Centre), Wesley van Wychen (student representative).

Proceedings:

1. Ann McMillan chaired the informal meeting of the Executive held on 7 August 2015. The minutes of the meeting of 14 May 2015 were approved with a minor change. The final version is posted at: <http://cmosarchives.ca/Ottawa/Executive/minutes.html>.
2. The approved agenda for this current session is attached as **ANNEX 1**. Discussions on each item are summarized in items 3-7 below, along with any decisions and actions agreed upon.
3. **Cost of Luncheons.** Yvon had prepared a financial statement for the 2014/2015 season (see **ANNEX 2**) and an analysis of the cost options for luncheons (**ANNEX 3**). The meeting recalled the earlier agreement, subsequent to the decision of the Mess (spring 2015) to raise its prices for food served, to keep the quality of food high and to raise prices charged by Ottawa Centre chapter to attendees accordingly. The table in **ANNEX 3** provides five options, in which option 1 is the current one in practice (status quo).

After careful consideration of the information, the meeting **decided to opt for option 4** for the 2015-2016 luncheons, whereby members would pay \$20, non-members would pay \$25, and students would pay \$10. This decision will be reflected in the accounting (**Yvon Bernier**) and in the luncheon announcements (**Bob Jones**).

While it was noted that the estimates do not include additional losses incurred through 'no-shows', the meeting agreed to postpone discussion on strategies to reduce those costs, pending further assessment of the extent of the matter. In related discussion, the meeting recalled it had been earlier agreed to advertise the luncheon menu with the notice of meeting announcements.

There was agreement that the Centre could improve the use of the funds we have, and improve the information shared with its members on our use of the centre's funds, for example that the student's lunches are subsidized, that the centre supports science fairs, that we get approximately (at present) about \$900 from CMOS National, based on our number of Members, etc. An opportunity to do so would be the upcoming talk by Zoe Perkins (see item 4d below). Other opportunities could be elaborated at a subsequent meeting.

- 4. Schedule of lunch speakers.** It was noted that CACOR, which has a similar interest group to CMOS, holds its luncheons on the second or third Wednesday of each month. The following decisions and related actions were agreed and are summarized in **Table 1** below:
- a. CMOS Members will be encouraged to support/attend the MEOPAR event scheduled for 2 September 2015 (see item 6b below for additional information). The event will be advertised to members (**Bob Jones**).
 - b. CMOS Ottawa Centre luncheons will from now on be planned for the fourth week of the month (December/Christmas being a notable exception).
 - c. Mark Richardson will be invited to speak on the fourth Wednesday of September (23 September). A formal invitation through his employer (Environment Canada) will be sent as soon as possible (**Wayne Richardson, Ann McMillan**).
 - d. Zoe Perkins (the high school student sponsored by CMOS Ottawa Chapter to participate in the 2015 Arctic net 'Schools on Board' programme) will be invited to speak at the December luncheon, to be scheduled for Wednesday, 16 December 2015 (**Denis Bourque**). At that session, the Chapter will provide a brief presentation on the Chapter's role in student support (**Denis Bourque**).
 - e. The twenty-first session of the Conference of the Parties (COP) and the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) will take place from 30 November to 11 December 2015, in Paris, France (http://unfccc.int/meetings/paris_nov_2015/meeting/8926.php; <http://www.cop21.gouv.fr/en>). John Stone (Member-at-Large) has agreed to speak at the November luncheon (Wednesday, 25 November) on Canada's role in COP, the aims of COP 21 and on how these events work. The Canadian Climate Forum may be interested in this event (see item 6d below).
 - f. Phil Chadwick will be invited to speak and present his science-themed art work for the 28 October 2015 luncheon (**Bob Jones**).
 - g. Laura Thompson (Doctoral student at u. Ottawa) has offered to speak at an upcoming luncheon. She works with Luc Copeland in the field of glaciology. The meeting agreed it could be helpful to the relationships with students and the

universities to hold such a luncheon at the University of Ottawa. Potential dates (Jan-Apr 2016) and venues will be discussed with Ms Thompson, Dr Copeland and Dr Toni Lewkowicz (see item 6c below) (**Leslie Malone, Wesley van Wychen, Ann McMillan**).

- 5. Additional Members-at-Large.** The meeting noted that there was no restriction on the number of Members-at-Large that could be on the Ottawa Chapter's Executive. Additional Members will be sought (**Ann McMillan**).

6. Partnerships

- a. The redrafted letter regarding collaboration between CMOS Ottawa and CACOR will be sent back to the Club of Rome for their agreement (**Ann McMillan**).
- b. The MEOPAR (Marine Environmental Observation Prediction and Response) Network is sponsoring Dr. Adam Sobel, a professor at Columbia University's Lamont-Doherty Earth Observatory and Fu Foundation School of Engineering and Applied Sciences, as the MEOPAR tour speaker in Ottawa at the Museum of Natural History on September 2. His book about Hurricane Sandy, Storm Surge, published in October 2014, received the 2014 Atmospheric Science Librarians International Choice Award. Ann McMillan has been working with Alexa Reedman of MEOPAR on a presence for CMOS at the event in return for our help in circulating their poster widely and promoting attendance. As noted in item 4a above, CMOS Ottawa members will be encouraged to participate in this event.
- c. Toni Lewkowicz has volunteered to assist with establishing a speaker exchange for next year (minutes, 14 May 2015). He will be informed of the possible luncheon talk with Laura Thompson and Luc Copeland (see item 4g above) (**Ann McMillan**).
- d. The Canadian Climate Forum, the successor to CFCAS, is interested in promoting climate science in the run-up to COP in November-December 2015. CMOS nationally is interested in working with them. The Ottawa Centre (CMOS) being located in Ottawa, may have special opportunities/concerns as the election approaches. The Canadian Climate Forum will be approached to see if they want to collaborate on the November luncheon talk to be given by Dr Stone (see also item 4e above) (**Ann McMillan**)

7. Round Table.

- a. The meeting discussed the next CMOS Congress to be hosted in Ottawa and noted that it would be very beneficial to increase membership of the Ottawa Centre in the interim. It was suggested that the centre explore the possibility of hiring a professional group, possibly through CMOS National, to coordinate and manage the event. In that light, it was noted that the NRC may still have a conferences services group, that Ottawa tourism has a commercial service, and that there is a Society relevant to conference services that could be tapped for information on options.

- b. It was agreed that another informal meeting of the Executive could be held (or issues dealt with by email).

8. **Closure.** The meeting was closed at 13:15. Participants were thanked for their contributions to the discussions.

Table 1: Summary of luncheon speakers, September-December 2015

Date	Speaker	Proposed by	Status
2 September	Dr Adam Sobel, MEOPAR tour speaker	MEOPAR	final
23 September	Mark Richardson	Wayne Richardson	Formal invitation being sent
28 October	Phil Chadwick	Bob Jones	In discussion
25 November	John Stone	John Stone	final
16 December	Zoe Perkins	Denis Bourque	In discussion

Possible candidates for 2016:

- Laura Thompson, doctoral student, U. Ottawa (proposed by Leslie Malone)
- Dr David Burgess (NRCan), proposed by Wesley Van Wychen
- Steve McCauley, proposed by Wayne Richardson
- One or more other graduate students from U. Ottawa and Carleton U. (to be discussed with Toni Lewkowicz and John Stone)

For CMOS archive of past speakers: <http://cmosarchives.ca/Ottawa/ottawapastspeakers.html>

Approved AGENDA

- 1.** Approval of the Minutes of May meeting (all)
- 2.** Approval of the agenda (all)
- 3.** Cost of luncheons (all)
- 4.** Schedule of lunch speakers (all)
 - a.** Fall season – venue and speakers
- 5.** Additional members-at-large (all)
- 6.** Partnerships (all)
 - a.** Club of Rome final letter
 - b.** MEOPAR tour speaker, Dr. Adam Sobel, September 2 event.
 - c.** Universities.
 - d.** Canadian Climate Forum
- 7.** Round Table
- 8.** Adjourn.

**CMOS OTTAWA CENTRE
FINANCIAL STATEMENT FOR 2014/2015**

Balance as of June 30, 2014	\$18336.36
<u>Plus Income</u>	
Luncheons (8 meetings)	4585.00
CMOS Annual Subvention	873.00
Matching Grant from CMOS for Science Fairs	450.00
Interest Earned on GICs during the period	<u>268.40</u>
Total Income	\$6176.40
<u>Minus Expenses</u>	
Luncheons (8 meetings)	6206.99
Ottawa Regional Science Fair	600.00
Expo-sciences de l'Outaouais	300.00
Support for Schools on Board	1000.00
Meal for SCOR Speaker	13.50
Stamps	4.00
Bank Service Charge	<u>10.78</u>
Total Expenses	\$8135.27
Balance as of June 30, 2015	\$16,377.49
Balance made up of:	
Cash and bank deposit	884.60:
GIC #1 worth, on June 30, 2015 (matures in Nov. 2015)	10,449.49
GIC #2 worth, on June 30, 2015 (matures in Nov. 2017)	<u>5043.40</u>
	\$16,377.49

Yvon Bernier
Treasurer

July 10, 2015

ANNEX 3

COST SCENARIOS FOR CMOS LUNCHEONS 2015/2016

Average attendance at the 8 luncheons held in 2014/2015 was:

26 members
7 non-members
3 students
1 speaker
37 participants

At the end of the season, the Rideau Canal Junior Rank Mess increased its prices and, further, indicated that the new prices would be applied for the 2015/2016 season. Here's how the average invoice looks like with the new prices:

37 meals @ 15.95	\$590.15
HST of 13% on meals	76.72
Room rental 120.00 + 13% HST	135.60
Bar service 40.00 + 13% HST	<u>45.20</u>
	847.67

Last year, our total shortfall for the 8 luncheons was \$1591.40 or very close to \$200 per luncheon.

Various cost structures can be considered, such as:

1. **\$15 for members, \$20 for non-members and \$5 for students** (costs of 2014/2015)
2. **\$17, \$22, \$10**
3. **\$18, \$23, \$10**
4. **\$20, \$25, \$10**
5. **\$22, \$27, \$10**

Assuming a cost of \$850 for an average luncheon at the Mess, here are the projected results:

PROPOSAL	MEMBERS	NON-MEMBERS	STUDENTS	TOTAL	SHORTFALL	SHORTFALL FOR 8 LUNCHEONS
# 1	26 @ 15	7 @ 20	3 @ 5	\$545	\$305	\$2440
# 2	26 @ 17	7 @ 22	3 @ 10	\$626	\$224	\$1792
# 3	26 @ 18	7 @ 23	3 @ 10	\$659	\$191	\$1528
# 4	26 @ 20	7 @ 25	3 @ 10	\$725	\$125	\$1000
# 5	26 @ 22	7 @ 27	3 @ 10	\$791	\$59	\$472

Please note: The above calculations do not take into account additional losses that can occur because of **no-shows** at our luncheons. I estimate that, of the total shortfall of \$1591 in 2014/2015, about \$360 can be attributed to no-shows.