

# RASC Kingston Centre

## Executive Meeting Minutes - April 3, 2005

### Attendance:

- Kim Hay,
- Norm Welbanks,
- Steve Hart,
- Kevin Kell,
- Doug Angle,
- Dave Maguire,
- Susan Gagnon

**Location:** 76 Colebrook Rd., R R 1, Yarker, Ontario

Meeting called to order at 1:20 p.m.

- **Motion 05301** | Moved: Steve Hart | Seconded: Norman Welbanks
- Accept the minutes of the February Executive meeting.
- *Motion carried.*
  
- **Agenda Item 1: Progress on Charity Non-Profit Status, -Incorporation**
  - John Hurley was unable to attend this meeting. Kim Hay mentioned that John had received more forms from the government, but she had no details. Discussion followed as people raised several points including the following:
    - Is handling the incorporation part of the Treasurer's function?
    - How is gaining Charity Non-Profit Status tied to the incorporation process, and is there a necessary sequence?
    - Does the current application conform to the R.A.S.C. national bylaws, and does it really need to comply before incorporation?
  - Kim Hay will contact John Hurley and follow-up on the progress of both the charitable status and incorporation applications.
  
- **Agenda Item 2: Treasurer**
  - Terms of reference for our funds
  - budget update - mutual fund, GIC's coming up,
  - membership update
  - Kevin Kell reported that the Mutual Fund assets have been released and the \$4,081 is now in the Centre bank account, bringing the amount on deposit to over \$10,000. In May \$10225 in GICs will be redeemable. Kevin Kell proposes to put another \$5000 into GICs

giving us \$15,000 in GICs out of our approximately \$21,000 total assets. Kevin proposed to stagger the buying three \$5,000 redeemable GICs over four months. Staggering would give more flexibility if the market presents a better opportunity. After various other financial strategies such as CSBs were mentioned, there was a consensus have Kevin investigate options and then go with whatever Kevin Kell was comfortable doing.

- Membership update: 117 members, including 7 new members since January.
  - Kevin Kell gave a brief review of the history of how the Centre assets are dedicated in the various funds; Observatory Fund, Special Projects Fund, Endowment Fund, etc. Kevin then asked for feedback on fund allocation, depletion limits, and the terms of reference for each fund.
  - Kevin Kell will take this feedback and draft terms of reference which can be voted on at our next Centre executive meeting.
- Agenda Item 3: National Council Report
    - This item skipped because John Hurley unable to attend meeting.
    - However, there was discussion of various national issues such as how the R.A.S.C. national budget problems might be solved and possible Centre responses if there is an annual fee increase.
  - Agenda Item 4: Ron Jerome's Letter from Vancouver Centre - response required?
    - Background: Ron Jerome the President of the RASC Vancouver Centre sent other Centre Presidents a letter giving the Vancouver Centre's opinion on various national issues, many of which are being discussed in various national RASC e-mail forums.
    - **Motion 05302** | Moved: Kevin Kell | Seconded: Norman Welbanks
    - The Kingston Centre will make no response to Ron Jerome's letter.
    - *Motion carried.*
  - Agenda Item 5: Update on Fall N Stars - Date Sept 30 - October 2
    - Date confirmed. Site rental fee sent.
  - Agenda Item 6: Other outstanding items.
    - Kim Hay raised the question of the national society recommendation that Centre's use permission forms for photographs used in all R.A.S.C. publications. Discussion followed.
    - Science Fair Update: Kim Hay will be a judge. Our donated prizes have been dropped off.
    - Projects still on the go:

- All Centre manuals to be updated, Bylaws brought up to 2004 levels
- Updates to the Kingston Centre Website
- Executive members and committee chairs were urged to look over the old manual, on the web site, and prepare feedback along with any updates needed of the description of their position.
- The Centre New Member Kit will be updated.
- Kevin Kell will update the Centre brochure for a short print run in preparation for Astronomy Day. For the long term, Steve Hart will look into a possible major redesign of the Centre brochure.
- Kevin Kell will investigate having a RASC-KC banner prepared for use at public events.
- Susan Gagnon reviewed Astronomy Day plans and asked for feedback on the timing and order of the various speaker, and reviewed what displays will be available as well as handouts, etc.
- Steve Hart asked whether a better location could be found for the short executive meeting held before Centre general meetings. Various locations were suggested, as well as possibly meeting after the general meeting. No firm consensus was reached, but the next executive meeting will be held after the regular meeting in Stirling Hall.
- **Motion 05303** | Moved: Kevin Kell | Seconded: Dave Maguire
- Adjourn meeting.
- *Motion carried.*

Meeting adjourned at 3:55 p.m.

Submitted by Steve Hart, RASC-KC Secretary