Canadian Acoustical Association
Minutes of the Board of Directors Meeting
30 September 2001

Alliston, Ontario

Present: N. Atalla, J. Bradley, M. Cheesman, D. Giusti, T. Nightingale, K. Fraser, T. Kelsall, K. Fuller, R. Ramakrishnan, D. Stredulinsky

Regrets: D. DeGagne, J. Hemingway, D. Whicker.

Meeting called to order at 5:05 p.m.

Minutes of the 16 June Board of Director's meeting were approved as written in the September 2001 issue of Canadian Acoustics. (Moved by R. Ramakrishnan, seconded by D. Giusti, carried).

President's Report
J. Bradley reported that we have made significant progress with our web site which will be reported by D. Stredulinsky and that the R. Ramakrishnan has investigated the feasibility of increasing the frequency of journal publication.

Secretary's Report
T. Nightingale was very pleased to report that there was approximately a 13% increase in membership (including non-voting journal subscriptions) which can be primarily attributed to the new members gained at the Sherbrooke Conference. The total of all paying categories is 391.

One month of FY01/02 (01 Sept. through 31 Aug.) has passed and other than routine membership and database management there have been no significant activities.

The Secretarial operating costs for FY00/01 were $1236, which is comparable to previous years despite including a $110 charge to register the CAA domain name and a redirect. The costs were itemized in an attachment presented to the Board.

The Secretary announced that he would not be seeking re-election at the October 2001 AGM

There is approximately $160 dollars in the Secretarial Account. These funds will be transferred to the new Secretary and the account closed. To ensure that the new Secretary has sufficient funds to conduct normal Association business until the Board next meets it was requested that a cheque for $500 be issued to the new Secretary after election at the October 2001 AGM.

(Acceptance of the Secretary's report was moved by T. Kelsall, seconded by D. Giusti, carried).

Treasurer's Report
The Treasurer provided a copy of the accountant's audit for FY00/01 in which the total assets of the Association were up by about $28k over the year before. This increase

reflects the significant surplus from the 2000 Sherbrooke Conference and the substantial donation from the NATO Signal Processing Institute Fund.

In the FY01/02 budget the Treasurer projected a deficit of approximately $5k which was attributed to significantly lower yield on term investments and higher journal printing costs. Several options to avoid a possible deficit situation were discussed at great length. These included a fee increase, reducing publication costs by offering the journal on CD-ROM or in electronic format at our webs site, and an increase in advertising rates (which have remained constant for several years now). The Board agreed the best solution would be a modest increase in both membership fees and advertising rates. D. Giusti moved that the following proposition be brought before the Membership at the AGM for their consideration and subsequent vote, "Effective for the calendar year 2002, the fee for membership will be $55 (up from $50), student membership will be $15 (raised from $10), fee for both direct and indirect subscriptions will be $55 (raised from $50), and sustaining subscriptions be $250 (raised from $150), and $250 for full-page advertisements (raised from $200)". D. Stredulinsky seconded the motion after it was agreed that CAA would provide a hot link from our website to those of the sustaining subscribers. All were in favour and the motion carried.

J. Bradley agreed to write a letter explaining the need for the fee increase. This letter would be distributed to the membership with their 2002 invoices.

(Acceptance of the Treasurer's report was moved by D. Stredulinsky, seconded by R. Ramakrishnan, carried).

Editor's Report

R. Ramakrishnan reported that the cost of publishing the journal (four times and with unlimited page count) in FY00/01 was approximately $20k. While the number of papers and articles might support publishing the journal six times a year, revenue from membership and subscriptions, (even given the proposed increase) would not be sufficient unless there was a substantial increase in advertising revenue. Currently there is nearly $8k in accounts receivable for placed advertising. After much discussion it was agreed that recruiting a person to solicit advertising is a very high priority. T. Kelsall and D. Giusti identified possible candidates and volunteered to contact these persons.

The possibility of publishing Canadian Acoustics as an e-journal, available either on CD-ROM or at the CAA website to members only, was discussed again at length. It was suggested that the issue be brought before the membership for general discussion.

Partnering with other Canadian acoustical associations (such as the Canadian Association of Audiologists) by allowing them access to Canadian Acoustics for publications, announcements, etc. was discussed. In such an arrangement CAA would receive funds from partner organizations to cover increased printing costs.
R. Ramakrishnan and K. Fuller agreed to contact potential partners to assess the feasibility and report to the Board at the spring meeting.

(Acceptance of the Editor's report was moved by D. Giusti, seconded by, T. Kelsall carried).

Past and Future Conferences
2000 Sherbrooke: A full report had already been issued from this very successful conference.

2001 Toronto: D. Giusti, reported on the difficulties associated with organizing a conference. Attendance was expected to be about one hundred with break-even or a slight surplus being achieved.

2002 Charlottetown: A. Cohen announced the conference will be held 8-10 October and that the venue has been booked. The first announcement will appear in the December issue of Canadian Acoustics.

2003 Western Canada: Calgary or Edmonton were mentioned as possible locations. John Bradley to follow-up.

Award Coordinator's Report
K. Fuller reported that all awards would be given this year. The recipients will be announced at the luncheon of the final day of the Alliston Conference. They are:

Directors Awards:

Nicole Collison and Stan Dosso, "A comparison of modal decomposition algorithms for matched-mode processing"

Christian Gigure, Sharon Abel and Robert Arrabito, "Binaural technology for application to active noise reduction communication headsets: Design considerations."

John O'Keefe and John Bradley, "Acoustical renovation of the Orpheum, Vancouver – I. Measurements prior to renovation."

Fessenden Student Prize in Underwater Acoustics

Anna-Liesa Lapinski, University of Victoria, "Geoacoustic Inversion Using an Adaptive Hybrid Algorithm"

Eckel Prize in Noise Control

Eva-Marie Nosal, University of British Columbia, "Novel room-acoustical prediction model"

Alexander Graham Bell Prize

Ian Wilson, University of British Columbia, "Variability in Articulation"

Student Presentation Awards

Maxime Bolduc, "Experimental characterization of SEA damping loss factor"

Jay Detsky, "SYMEAS program for acoustical modeling of muffler systems"

Terence Miranda, "Temporally jittered speech produces PI-PB rollover in young normal-hearing listeners"

Shaw Postdoctoral Award

Frank Russo, Queens University, “Effects of music exposure on prosodic perception”

Youth Science

Jasmine Tait, Ottawa, “Improving the acoustics of the flute.” Jasmine also won the silver medal in Junior Engineering.

There was discussion regarding the following:

Hetu Award: The Committee rejected the Board’s suggestion to name the best student presentation at the annual conference after Reymond Hetu, instead they wished it to be a book prize given to an undergraduate for a project and report in acoustics. It is hoped that the revised awards brochure to be circulated in 2002 will include this award.

Underwater Student Travel Subsidy: Approximately $10k was received from the Signal Processing Institute Fund to help support student travel to a conference where they will present their research work relating to signal processing or underwater acoustics. The award will be available for the first time in September 2002. The awards brochure will have more information.

Awards Brochure: The revised awards brochure will be based on the existing one-page format but with an announcement page that can be posted on a bulletin board. The CAA web address will be featured prominently, as it will the source for the application forms. K. Fuller is responsible and will find a volunteer to provide the French translation.

K. Fuller will forward the revised brochure to the Secretary who will e-mail copies to all CAA members with an e-mail address.

CAA Website

D. Stredulinsky reported that the new website has been operational for some time and thanks should be given to Francine Descharnais for her work in translating the English pages into French. An index page for Canadian Acoustics has been added. R. Ramakrishnan agreed to maintain the database of authors, titles and pages of back issues. The Board thanked D. Stredulinsky for his very hard work on this important initiative.

The Secretary agreed to forward electronic copies of the minutes of Board and Annual General Meetings, where available.

International Meetings

Rumours had been suggesting that Vancouver might be the site of the 2005 INTERNOISE conference. Since CAA had not been contacted, J. Bradley will write to President of International INCE requesting clarification and more information.

Other Business (Nominations)

By reason of term limitations or resignation the following positions will need to be filled: Director (D. Whicker), Director (D. DeGagne) and Secretary (T. Nightingale).

Adjournment
D. Giusti moved to adjourn the meeting, seconded by T. Kellsal, carried. Meeting adjourned at 9:40 p.m.

Special Action Items Arising from the Meeting

J. Bradley

- Write letter to International INCE regarding INTERNOISE meetings in Canada.
- Write letter explaining the need for the modest fee increase.
- Contact possible organizers in Alberta for the 2003 conference.

D. Giusti

- Contact suitable person to solicit Journal advertising. Report findings at the Spring Board meeting.

K. Fuller

- Update the Awards Brochure and have it translated into French. Circulate to Board Members.

T. Nightingale

- Forward copies of the Board and AGM Minutes to D. Stredulinsky for posting at the website.

R. Ramakrishnan

- Contact other Canadian acoustical associations regarding a possible partnership and sharing or the journal and/or conferences. Report findings at the Spring Board meeting.