

Canadian Acoustical Association
Minutes of the Board of Directors Meeting
01 May 2010
Toronto, Ontario

Present: Christian Giguère (chair), Stan Dosso, Dalila Giusti, Bradford Gover, Tim Kelsall, Sean Pecknold, Rich Peppin, Roberto Racca, Ramani Ramakrishnan, Frank Russo, J r mie Voix, Clair Wakefield

Regrets: Hugues N lisse

The meeting was called to order at 10:00 a.m. Minutes of the Board of Directors meeting of 13 October 2009 were approved as published in Canadian Acoustics (December 2009 issue). (*Moved R. Peppin, seconded S. Dosso, carried*).

President's Report

Christian Gigu re reported that it has once again been a busy half-year for the CAA.

The main priority remains the transition to online membership and database management capabilities. An online service provider (Membee, formerly IRM) has been contracted to host the database and to deliver services. The first step, migration of the CAA member database onto the Membee server, is underway. Once the transition is complete, this system is expected to simplify and improve the member renewal process, while at the same time reducing the administrative load.

Meanwhile, correspondence with other organizations has been steady, as opportunities for co-sponsorship, partnership, and other initiatives are explored. These activities are part of the ongoing effort to maintain and increase the visibility and relevance of the CAA, and to maximize value for our membership.

Secretary's Report

The new Executive Secretary, Bradford Gover, reported that routine processes of the Association are proceeding.

Routine mailings, bank deposits, annual filings, membership database management and other secretarial operational issues were handled as usual. The secretarial account balance was \$432 as of late-April. Anticipated expenses for the remainder of the fiscal year may exceed the current balance, so a transfer of \$1000 was requested and granted.

Tallied in mid-April, year-on-year membership dropped from 335 to 268. The change is surely due to delayed renewals, in accordance with the instructions to members to wait for the online capability. Organizational subscriptions (direct, indirect, sustaining) are on par with last year.

	Paid as of 30 April 2010	Change from April 2009
Member	163	-64
Emeritus	1	0
Student	43	-1
Sustaining	40	+2
Direct	4	0
Indirect	17	-4
	TOTAL = 268	-67

It was suggested to contact all members who have not yet renewed, to request that they please do so.

A brief discussion of possible changes in membership categories, and how to promote increased membership ensued. Rich Peppin noted continued interest in adding new categories such as Fellow and Life Membership. It was decided that action on these issues would be deferred to after the transition to the new online system.

(*Acceptance of the report moved by T. Kelsall, seconded S. Pecknold, carried.*)

Treasurer's Report

The Treasurer, Dalila Giusti, distributed a brief report summarizing the current financial situation.

Dalila indicated that the CAA finances are in reasonable shape, with nothing new to report. The interest earned on investments is covering award expenses, as planned. At the 2009 Conference, \$8450 was distributed in awards, compared to \$8300 earned in interest.

Dalila reported that there are still difficulties with handling credit card payments, stemming from credit card companies cancelling and replacing cards at a high rate. Combined with the inevitable delay in handling membership forms by mail, follow-up contact with the card holder is sometimes required. Also, it is not clear at this point whether we can continue to process credit cards as we have done in the past. This highlights the need to move as quickly as possible to the online system.

It was also reported that not all revenue generated from advertising in the journal has been collected to date. Efforts are to be made to follow up and receive the outstanding amounts.

(Acceptance of the report moved by F. Russo, seconded R. Peppin, carried.)

Editor's report

Ramani Ramakrishnan reported that production and distribution of the journal *Canadian Acoustics* has been proceeding normally. A special issue on Architectural Acoustics is in the works for sometime within the next year.

Ramani informed the Board that he is planning to step down as Editor in Chief in 3 years time, and would like to use the time until then to assist the transition to a replacement. Any individuals interested in being considered as the next editor are asked to contact Ramani before this fall's meeting in Victoria.

CAA Conferences – Past, Present & Future

2009 Niagara-on-the-Lake: Convener Ramani Ramakrishnan reported that a final report is not yet available, but that the conference was highly successful. There were 125 technical papers presented over the 3 days, with excellent attendance, sponsorship, and exhibition. The room block at the venue was exceeded. The profit from the conference was about \$21,000.

2010 Victoria: Stan Dosso reported that the organization of the conference is on schedule. The venue and logistics are finalized, as are the plenary speakers and many special sessions. Further solicitation for sponsorship and exhibitors will appear in the next Journal issue. Rich Peppin will prepare a form and invitation. Sponsors could consider bags, lanyards, USB keys, etc. Abstracts will be due June 15th, and will be uploaded via the website.

Subsequent meetings: Christian Giguère reported on the continuing difficulty of attracting a convener for Québec City, which is proposed for 2011. He will try again in the next few weeks and get back to the Board. If this falls through, the suggestion was to consider somewhere in the Atlantic Provinces.

INTER-NOISE 2012: CAA has been approached by the organizers of INTER-NOISE 2012, to be held in New York City, to see whether we wish to get involved in some way. Brad Gover will follow up to clarify the offer, and report back to the board.

ICA 2013: CAA is a non-financial co-sponsor for this congress to be held in Montreal. Christian Giguère will remain in close contact with the organizers.

Awards

Frank Russo reported that certificates and cheques for 2009 prizes were sent out, and that the website needs to be updated to list the winners. All award coordinators have agreed to stay on for 2010. The deadline for most 2010 awards has already passed (April 30), and a number of applications have apparently been received.

There was discussion of reducing the value of some awards, for financial reasons. There was also the suggestion of instituting a new award in Architectural Acoustics. Decisions on these matters were deferred to a later meeting.

The issue of a CAA seal or embosser to stamp the awards has been put on hold pending a potential logo redesign.

CAA Website

Sean Pecknold has been routinely updating the website. There is nothing special to report regarding website content, other than the need to keep the membership application page current as the online functionality becomes available.

It was reported that the Reverberation Modeling Workshop is looking to host problems and solutions (i.e., files) on the CAA web space. The board discussed, and there were no objections.

Other Business and Issues

Tim Kelsall reported that with the elimination of CSA Committee Z107 "Acoustics and Noise

Control", most standards under its (former) jurisdiction are moved to another CSA committee. There will be a meeting regarding these acoustical standards on May 19 in Toronto to discuss what to do with Z107.10 and environmental noise standards, as well as liaison with Standards Council advisory committees for relevant ISO TCs. Tim Kelsall will continue to lead this activity on behalf of CAA.

Adjournment

Meeting adjourned at 3:34 pm. (*Moved by J. Voix, seconded S. Pecknold, carried*).