

Canadian Acoustical Association
Minutes of the Board of Directors Meeting
 Banff, Alberta
 October 9, 2012

Present: Christian Giguère (chair), Jérémie Voix, Hugues Nélisse, Tim Kelsall, Clair Wakefield, Stan Dosso, Ramani Ramakrishnan, Dalila Giusti, Chantal Laroche, Roberto Racca, Kathy Pichora-Fuller, Frank Russo, Sean Pecknold

The meeting was called to order at 5:10 p.m. Minutes of the previous Board of Directors' meeting on June 2nd, 2012 were approved as published in the June 2012 issue of *Canadian Acoustics*. (Moved by T. Kelsall, seconded by C. Wakefield, carried).

President's Report

Christian Giguère reported that several initiatives are underway that will soon simplify the administration of the Association and benefit members. These include the advent of an online membership dues renewal system, and an online paper submission system and Journal access. He mentioned that these are exciting times for the Association and thanked everyone involved in these initiatives.

He proposed that the next BoD meeting and AGM be held in Montreal in June 2013, during the ICA conference. Minutes from those two meetings would be published in the September issue of *Canadian Acoustics*. A BoD meeting will also take place in October 2013, details to be announced..

(Moved by S. Pecknold, Seconded by F. Russo, carried)

Secretary's Report

Chantal Laroche reported that membership and renewals are significantly up from last year (Table below). There are 365 active members (regular, emeritus, student and sustaining subscriber members) compared to only 232 reported last year during the Board of Directors Meeting held on October 11th 2011.

| Category | Paid 2011 | Paid 2012 | Change from 2011 |
|-----------------------|-------------------|------------|------------------|
| Member | 148 | 250 | + 102 |
| Emeritus | 2 | 2 | 0 |
| Student | 33 | 59 | + 26 |
| Sustaining subscriber | 49 (35*) | 50 | + 15** |
| Total | 232 (218*) | 365 | + 133 |

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| Member | 148 | 250 | + 102 |
| Emeritus | 2 | 2 | 0 |
| Student | 33 | 59 | + 26 |
| Sustaining subscriber | 49 (35*) | 50 | + 15** |
| Total | 232 (218*) | 365 | + 133 |

* 14 of the 49 sustaining subscribers listed in the table had not renewed their membership in 2011, reducing the actual number to 35, for a total of 218 active members in 2011.

** This number is based on actual paid sustaining subscribers in 2011 and 2012.

Renewal and application forms have been updated, as found in the September 2012 issue of the journal, to reflect the fact that sustaining subscribers are not considered regular members and need to pay regular membership for voting privileges during the Annual General Meeting and for participation in CAA functions.

Jeremie Voix is developing a new system that will allow CAA to transition to online payments and database management for the next round of membership renewals (i.e. January 2013), if feasible.

(Approval of report moved by R. Ramakrishnan, seconded by T. Kelsall, carried)

Treasurer's Report

The Treasurer, Dalila Giusti, submitted a report including a preliminary financial statement for the

fiscal year. CAA finances are in reasonable standing. Revenue from membership dues and advertising has increased from last year because reminders were sent to members. The 2011 Conference (Quebec) also made a substantial profit and journal advertising revenues were significantly on the rise.. Overall, Association revenues well exceeded expenses and the costs for student awards.

Due to the timing of the Conference with our year end, year-end statements for the 2012 fiscal year will be available in spring 2013.

Dalila will transfer \$10,000.00 from the Operating Account to the Capital Account to cover Student Awards. Jeremie Voix has requested a budget of \$6500.00 for the online journal. With this additional expenditure, the difference between the proposed expenses and the proposed revenue is about \$3650.00, which could represent the average spending capital for the 2013 fiscal year if 2012 Conference revenues are not high.

In light of this, Dalila proposed the following increases in membership dues:

- Members: currently \$80.00; proposed \$90.00
- Students: currently \$35.00; proposed \$40.00
- Sustaining Subscribers: currently \$350.00; proposed \$400.00

(Motion for the increase in membership rates as indicated above: Moved by D. Giusti, seconded by R. Ramakrishnan: In favour: 9, opposed: 3)

The Treasurer's report was accepted. *(Moved by R. Ramakrishnan, seconded by F. Russo, carried)*

Editor's Report

Different issues were addressed during the Editor's report. Copyright was discussed and C. Giguère will send examples of wording to F. Russo who will then submit a proposal via email to the BoD for approval. Joining EBSCO was also discussed in length. K. Pichora-Fuller suggested the implementation of an editorial board to address this issue, but no decisions were made.

J. Voix presented the new online system for paper submission, membership renewal and paper consultation. Trials for membership renewals will be performed with BoD members to validate the system. The renewal and subscription forms will be modified to allow online payment. The BoD thanked Jérémie for his work on the online system.

The Editor-in-Chief, Ramani Ramakrishnan, is not seeking re-election after 14 years (56 issues) of service. The BoD warmly thanked Ramani for his leadership and dedication during all those years.

Rich Peppin resigned as the advertising editor, with Clair Wakefield taking over this position. T. Kelsall will be in charge of the postal box in Toronto.

CAA Conferences – Past, Present & Future

2011 (Quebec): A final report for the conference has been received from conference chair C. Giguère, with the final transfer of funds. The Board thanked the organizers for the high quality of the very successful meeting.

2012 (Banff): Conference Chair Stan Dosso has reassembled the successful team from Victoria 2010, with Roberto Racca as Technical Chair and a team of five others organizing the exhibition, Everything is in place for a very successful meeting.

Subsequent meetings: The 2013 CAA conference will be integrated into the International Congress on Acoustics (ICA) to be held in Montréal in June 2013. Also, CAA will sponsor a satellite International Symposium on Room Acoustics (ISRA) in Toronto, in coordination with the ICA. The 2014 meeting will be held in Winnipeg with Karen Turner as convener. For 2015, different venues were discussed including Toronto, London, Guelph and Ottawa.

Awards

Frank Russo presented a report summarizing decisions from all individual prize coordinators. Eligible applications were available for all awards and winners have been selected, except for the Directors' awards (which will be decided soon). Winners will be announced on October 11th during

the banquet, and in the December 2012 issue of *Canadian Acoustics*.

Hugues Nelisse is replacing Frank as the new Awards coordinator.

Acoustical Standards Committee

Tim Kelsall reported on the status of the CAA Acoustical Standards Committee, which will meet concurrently with the CSA standards committee on October 10th. A report will be printed in the December 2012 issue of the journal.

CAA Website

Sean Pecknold advised that a major revision is still on hold until the new member database and

registration system become available online. There is now a specific heading on the main page for Acoustical Standards activities.

Other Business

Directors' liability insurance was discussed and Dalila presented a quote from an insurance company. BoD proposed to take a coverage of 1 000 000\$ at a cost of 950\$/year. Dalila will clarify some points with the company before finalizing any decision.

Adjournment

Meeting adjourned at 10:00 p.m. (*Moved by J. Voix, seconded by C. Laroche, carried*)
