

Canadian Acoustical Association
Minutes of the Board of Directors Meeting
 Teleconference
 May 3, 2014

Present: Frank Russo (chair), Christian Giguère Jérémie Voix, Hugues Nélisse, Alberto Behar, Dalila Giusti, , Roberto Racca, Bill Gastmeier, Bryan Gick, Karen Turner

Regrets: Sean Pecknold, Chantal Laroche, Kathy Pichora-Fuller

The meeting was called to order at 12:18AM. Minutes of the previous Board of Directors' meeting on November 9th 2013 were approved without correction (*Moved by D. Giusti, seconded by R. Racca, carried*).

President's Report

Frank Russo thanked Christian Giguère for his help with transition to the role of President. He noted that his major focus this year has been in supporting Karen Turner with the upcoming Winnipeg meeting. Frank raised the idea of Fellowships that would recognize lifetime contributions in service, research or practice. Frank will prepare a formal proposal for review at the Fall board meeting.

Secretary's Report

Frank Russo presented the Secretary's report on behalf of Chantal Laroche. The report notes 510 active members, up by 58 from last year (See Table). The increase in membership over last year appears to have been due in part to an incentive program that was offered at the ICA'13 meeting.

| | | | |
|---------------------|-----|-----|------|
| Indirect subscriber | | | |
| - Canada | 9 | 9 | 0 |
| - USA | 6 | 6 | 0 |
| - International | 5 | 5 | 0 |
| Direct subscriber | 5 | 5 | 0 |
| Total | 510 | 452 | + 58 |

There was only the renewal of the postal box (\$194.36) from Nov. 2013 to April 2014, and the account balance totals \$530.02.

(Approval of report moved by R. Racca, Seconded by C. Giguère, carried)

Treasurer's Report

The Treasurer, Dalila Giusti, submitted a report indicating the CAA's current assets and money paid in awards. CAA finances are in reasonably good standing. However, we are expecting that a deficit of \$10,000 will be incurred due to losses stemming from the 2013 Joint ICA/CAA 2013 (Montreal) meeting. The losses would have likely been larger had we not asked for a cap when negotiating our agreement with the ICA (10K). \$7,631.52 in awards was distributed at the 2013 Joint ICA/CAA conference. These losses were mitigated to some extent by the \$6,806.42 profit incurred at the ISRA2013.

Dalila noted that Lori Robson (on behalf of Clair Wakefield) is making progress on tracking down

| Category | Paid 2014 (Apr. 2014) | Paid 2013 | Change from 2013 |
|-----------------------|-----------------------|---------------------|------------------|
| Member | 351 | 292 + 61 ICA (free) | + 59 |
| Emeritus | 1 | 1 | 0 |
| Student | 81 | 81 | 0 |
| Sustaining subscriber | 52 | 53 | - 1 |

missing advertising revenues. These accounts should be in order over the coming months. It also seems that some ads were effectively run for free in 2013 as a consequence of the advertisers not having in fact requested or paid for their renewal.

(Approval of report moved by R, Racca, seconded by B. Gick, carried)

Editor's Report

Jérémie provided his inaugural report as Editor. On the basis of an email discussion among members of the board, it was decided to not change pricing for USA and International Indirect Subscribers. Jérémie investigated the cost of working with a professional publishing house. The upside of this would be that it might help the "look and feel" of the journal but his opinion (shared by others on the Journal Advisory board) is that it is cost prohibitive at this time (\$14,500+/annum), particularly given recent advancements with respect to in-house production automation and copy editing.

The automation of the journal is now 80% complete. PDF production of articles is now highly automated following the peer review.

Dr. Cecile Le Cocq has been appointed as the Journal's copy editor. She has and will continue to ensure that the layouts are of high quality.

The journal continues to have a shortage of manuscripts submitted. Jérémie has reached out to the Associate Editors to try to generate new submissions. The membership will also be solicited via email with information about the new open access model and the upcoming Winnipeg meeting.

Jérémie raised a proposal developed by the Journal Advisory Board regarding instant open access. Essentially, the submission and review process would remain unchanged but the 12-month "moving wall" for unrestricted on-line viewing of published articles would be removed for authors willing to pay \$300. The motion was clarified and then voted on with unanimous support.

Jérémie has investigated new website hosting services that are independent from University research servers. Several commercial options seem feasible but the current webhosting is active until April 2016.

Jérémie will also be developing a conflict of interest policy for the journal in consultation with the Journal Advisory Board.

CAA Conferences – Past, Present & Future

2013 (Montreal, ICA 2013): This meeting was the 3rd largest meeting ever held in Acoustics and a huge success on the technical front. However, the meeting will be heading towards a financial deficit for which the CAA will be partially responsible to a capped amount.

2013 (Toronto, ISRA 2013): We thank John Bradley and John O'Keefe for delivering a successful conference. As mentioned in the Treasurers report, this conference yielded a profit.

2014 (Winnipeg): Karen Turner, in charge of local organization, has secured the Fairmont (Winnipeg) as the conference Hotel. She has also secured the new HR Museum for the reception (set to take place on the evening of Tuesday October 7). Karen is assisted by Ramani Ramakrishnan who is acting as the Technical chair. Frank Russo is also involved in providing some context and extended support with respect to organizational details. The most pressing details in the near term are to launch the conference website and send out a new call for participation to the membership via email. The message will also draw attention to the journal and its new open access status. F. Russo and B. Gick will develop the message in consultation with R. Ramakrishnan, K. Turner, and J. Voix.

Several sponsors and exhibitors have already expressed interest. D. Giusti and B. Gastmeier have offered to help secure sponsors and exhibitors.

J. Voix has developed an online conference registration and article submission system. He will be working out the details with F. Russo and K.

Turner so that the system can move online and start to receive payments.

2015: Halifax is still an option. Sean Pecknold and Michael Kieft (Dalhousie) have agreed to organize the meeting. R. Racca noted that JASCO Dartmouth would be able to provide organizational support.

2016: The World Congress in Audiology in Vancouver was discussed as a possible venue. The board expressed some concern about having our presence lost in the context of a large meeting. We will also be focusing on the Greater Toronto Area (GTA) as an alternative for this meeting. F. Russo will follow up with individuals in the GTA who had expressed interest earlier to C. Giguère.

2017: Vancouver was discussed as a good venue to consider for 2017. However, we do not yet have a champion for this meeting.

Awards

Hugues Nélisse noted that all awards/cheques for 2013 have been sent/received and that the deadline for 2014 has now passed. This is the second year in which we have offered and received nominations for the Bregman student prize in psychological acoustics. The Northwood prize in architectural acoustics is now listed on the website and will be officially announced at the Winnipeg meeting. The newest prize is the Bradley prize, which will be sponsored by Aeracoustics. A committee has been formed to discuss the details of the award (C. Giguère, K. Pichora-Fuller, H. Nélisse, J. O'Keefe and J. Bradley). Discussions continue but at the moment the focus is on interdisciplinary scholarship. This award will also be announced formally in Winnipeg.

Acoustical Standards Committee

Tim Kelsall, Chair of the Committee, was invited to present a motion regarding the CAA Guide to Acoustical Standards. The Committee has produced an amended version of the Guide that now includes a legal notice to limit the liability of the CAA for its contents. The Board voted on whether to approve the document for posting on the CAA website, despite being English only (*oved by R. Racca, Seconded, C. Giguère, carried with 3 members abstaining*). Although there is no obvious source of funds at the moment the board has expressed interest in further translating the core structure of the document and as much of the technical content as possible (e.g. standards' summaries).

New logo

A proposal was made at the last meeting for the graphic designer to prepare a letterhead version of the logo. The new version was reviewed. Some concerns were expressed. We will ask for some revisions and consider a second round of drafts. Following that we may consult another graphic artist with more experience.

Acoustics Education in Canada

A. Behar has offered to develop a new guide for Acoustics Education in Canada. C. Giguère noted that a similar guide had been commenced by V. Parsa. A. Behar will build on the prior guide with the intent of eventually making it available on the association website. The board also discussed the possibility of expanding the guide to include acoustical services in Canada. Some concern was raised about the potential for this to be interpreted as an endorsement of certain companies.

Adjournment

Meeting adjourned at 3:51 PM (*Moved by B. Gastmeier, seconded by R. Racca, carried*)

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