

CANADIAN ACOUSTICAL ASSOCIATION

Minutes of the Board of Directors Meeting

Held at Marriot's Delta Hotel and Conference Centre, Guelph

October 9, 2017

Call to Order at 17:57

Present: Frank, Johanna, Mehrzad, Hugues, Roberto, Brian, Christian, Dalila, Umberto, Jérémie, Bill, Andy, Alberto (in person); Michael (video)

1. President's Report (Frank Russo)

Board Renewal – Details and Procedures

MOTION to accept having Umberto (new editor of JCAA) to participate. Moved by Frank; seconded by Alberto; unanimous.

Frank pointed out that he will be stepping down at the AGM as President and Jérémie is willing to stand for the position.

Procedure at AGM is to nominate everyone including Umberto and Michael, all willing to stand (re)election. Candidates will introduce themselves including their involvement term with the Association and executive role for officers. Nominations will then be called from the floor. If a new member is proposed, Board may agree to have additional member(s) beyond current 12.

As there are current members who wish to step down after next year, membership should be informed that there will be opportunity and demand for new members. Frank's role as past president is to identify and recommend new members.

Outreach Initiatives

Initiative to have 2019 declared International year of sound has been postponed; 2019 will be instead the year of the periodic table. Willingness to try again for 2020.

Heritage Canada had proposed an Acoustics Exhibition in coincidence with Canada 150; CAA-ACA had committed to support initiative with \$2,000. Now want to try for next year. *MOTION* moved by Frank that Association will still support initiative; seconded by Dalila; unanimous.

Social media development: 209 followers on Twitter; 608 members in LinkedIn group.

Still desire to revamp the web site, but no action plan has been developed. Example of contents would be brief bios of Board members; someone could create a WordPress template and have all members provide content. Jérémie will take up the initiative to get this organized. There is an action item also to make web site more re-scalable for different devices. Dalila pointed out that the conference registration system also needs revamping and better integration with the membership / journal system. Jérémie cannot do this himself but could provide advice. Given that next year there will be no AWC per se, it is a good opportunity to work on this integration. Frank suggested to form a working group to research options (Kyle, Frank, Umberto, Roberto, Jérémie, Philip likely

members). Discussion about archiving past conference materials for easy later reference and providing a better handover from one conference to the next.

Local CAA Chapters – Toronto, Montreal (?)

John Swallow had proposed forming a local CAA-ACA chapter and Board gave him green light plus \$250 toward hosting the inaugural meeting. Umberto noted that 23 November 2017 has been set for this initial meeting and he has made a room at Ryerson available at no cost. John would like to speak at the AGM to promote the new chapter. As of now there is no formal chair for the chapter to set agendas etc.

Similar intent to form a chapter from some people in Montreal. For the time being there is a loose, informal group that meets occasionally; they are looking at how Toronto will work out.

Memorials

Murray Hodgson passed away recently; Frank will say some words in his memory at the banquet. He is a very special case because of his close involvement with the Association and great contribution to the conferences and so on. Three other relevant figures in the field, Eric Vatikiotis-Bateson, Bill Lang and Hugh Jones, passed away this year.

2. Awards Report (Hugues Néliste)

Most of the awards (6 out of 8) were given this year, but often there was only one applicant per award. Adjudicators must be found for a couple of awards whose current responsible persons are stepping down. John Bradley award to be given starting in 2018. Student presentation award: 11 papers to be judged.

3. Past and Upcoming Meetings

AWC-2017 (Peter van Delden)

Excellent participation and organizing: 30 exhibitor tables; 180 total registrants; very good sponsorship response despite some sponsors fee. Revenue of \$55,000 from registration and another \$55,000 from exhibitors and sponsors. Expenses estimated in the \$60,000 range. Peter recognized the great support by RWDI that allowed him to make this happen. Simplified approach to student bursaries has much streamlined the process and accelerated the reimbursement. Less participation of students this year than in previous ones. Peter pointed out the importance of contacting potential sponsors at least a year before the conference, certainly no later than 1 November of the year prior, to allow for budgeting especially of larger sponsorships. This indicates the importance of developing a conference manual ensconcing this acquired knowledge from previous conferences. Frank proposed to lead the initiative to get this draft manual organized with contribution from conference organizers from previous years.

AWC-2016 (Frank Russo)

Kathy's report has been circulated. Highlights: Net \$10,800 profit; 171 participants; all student prizes were taken care of thanks to the Diamond sponsorship packages.

AWC/ASA-2018 (Roberto Racca)

Process underway but nothing new to report in terms of progress. Based on the timeline for the 2017 ASA Fall meeting (10 July abstracts deadline for a 4-8 December meeting), abstracts due date can be expected to be June 2018. Umberto proposed that an option could be offered to all ASA conference participants to submit a 2-page summary for the CAA special conference issue (which could have to be swapped to be the December issue to

make the timing to work). This would have to be discussed with ASA in terms of potential competition with the publication in POMA, but in some ways, could constitute a beneficial paradigm for both organizations since a relatively small number of ASA conference presentations end up published in POMA. Consensus is that a proceedings issue should be produced, but any further discussion should wait for a formal request to ASA to accept this paradigm. Roberto to be the spokesperson for this request.

ICSV26- IIAV 2019 (Jérémie Voix)

With the involvement and support of CAA, Montreal has won the bid to host the ICSV conference; to be held at Hotel Bonaventure 7-11 July 2019. Several members of CAA-ACA have already volunteered to organize sessions. Timewise this meeting should not affect attendance at the regular CAA-ACA meeting later in the year, but several Board members believe there is a risk that the participation would be split geographically. Discussion of potentially combining the CAA-ACA conference with this event by shrinking the conference to 1 day and having it immediately follow the ICSV-ICA conference. This matter to be revisited in the spring in terms of beginning to plan the 2019 AWC event.

INTERNOISE 2021 (Roberto)

Nothing to report; not aware of anyone really having taken the lead in Vancouver (last contact in July indicated that there was some general interest but no momentum). When asked earlier on, we had indicated that the CAA-ACA would support through endorsement any initiative to have the event in Vancouver, but not make a monetary commitment to the event.

4. Treasurer's Report (Dalila Giusti)

Still doing quite well, though the days of double digit interest investments are gone. This year we are awarding \$9,000 in awards. \$412,000 capital for the Association, invested. Steady revenue from membership and sustaining subscriptions. Travel subsidy for students of \$10,000 has not been used in the current conference and the previous one, but Board still feels that it should be carried in the budget so that it is available. Decision of how to allocate it may depend on the location and circumstances of a conference.

MOTION by Frank to provide conferences with \$10,000 to be spent on student bursaries, with a cap of \$800 per student and unused budget to be returned. Seconded by Andy. Carried unanimously.

Journal costs in this year's budget have been based on last year's. ICA and I-INCE membership rates remain steady and predictable. Moderate revisions for next year's budget. Dalila noted that we have not yet filed our tax return and CRA could pull our charity status; problem was with not having the final figures for the 2016 conference (which were only received last week), so it is mandatory that the financials for a conference be provided in a timely manner by the organizers. Problems with several people (including Board members) registering for conferences at member rates but not renewing their membership; Dalila will follow up with them. Our fees have remained flat; Dalila does not necessarily recommend an increase this year, but next year it might be necessary to have a more substantial one and it might be better to spread it out.

MOTION Dalila moved for a \$10 increase for regular members to \$110; students and sustaining subscribers to remain unchanged; Andy seconded. Carried (with two votes against).

MOTION Dalila further moved that the benefit of membership renewal be eliminated from the non-member conference registration rate (which would still be higher than the member rate); seconded by Mehrzad; carried unanimously.

MOTION Dalila requested approval to move \$10,000 from the capital to the operating fund to finance student prizes. Motion made by Alberto; seconded by Joanna; unanimous.

MOTION to accept treasurer report made by Frank, seconded by Joanna; unanimous.

5. Secretary's Report (Roberto Racca)

Roberto kindly committed to handling personally the renewal of the non-member conference registrants for this year's conference (this will be the last year, per the above resolution)

6. Editor's report (Umberto Berardi)

Journal in good shape, but number of submitted papers is stagnant. Umberto is canvassing for greater number of contributions, including appealing to the editorial members. Message is that high level papers affecting current forefront of research will likely be published in higher impact journals, but Canadian Acoustics could be the forum for more general review or summary type papers. Regional issue for Halifax had few submissions, but was integrated with regular content that would otherwise have waited for the next normal issue.

Discussion among the Board of how the culture of broader submission to Canadian Acoustics could be built without giving the impression that the journal will accept any level of quality. Brian mentioned the benefits of Canadian Acoustics: easily obtained open access; copyright remaining with authors; established readership in various circles in Canada. He suggested a process whereby authors submitting a two-page summary for a conference would be given a deadline to submit a full paper for peer-review which, if accepted, would be published open access without fee (automatic advertising of the values of the paper to an audience already likely to contribute since they sent in the summary). Umberto suggested that people should also look at Canadian Acoustics as a forum for articles that are scientific but without the extreme detail and specificity of publications like JASA; a forum aimed at articles that address the broader issues that the science underlies. Advisory board will take this up in its discussions.

7. Motion to Adjourn

Motion to adjourn made at 21:53 by Frank; seconded by Mehrzad; carried.