

# CAA-ACA BOARD OF DIRECTORS MEETING

November 4<sup>th</sup>, 2018

Meeting called to order at 15:05.

Present in room: Frank, Umberto, Andy, Mehrzad, Jeremie, Dalila, Roberto, Bryan, Michael.

Remote: Hugues, Bill.

Missing: Alberto and Joanna.

## 1. Motion to adopt agenda

Made by Jeremie, seconded by Umberto.

## 2. President's Report (Jeremie)

Some board members are due for renewal. Roberto and Mehrzad expressed their willing to remain. Moreover, all others also expressed their agreement to stay on.

The award committee is not anymore chaired by Hugues, but has passed to Joanna.

The president adjourned about some updates in the website. The photos and info clips of Board members were added online at CAA-ACA web site. Moreover, logos and contact info of sustaining subscribers are now automatically linked to web page. Past conferences web information is now properly archived and accessible from web site, and all broken links in the web site were removed. Finally, the web site now renders properly on all device sizes thanks to the effort of the website work done by Philip Tsui.

Regarding the ASA Fall 2018 meeting, the main discussion regarded: No presentation awards this year, but major prizes were awarded; Proceedings will include 2-page papers from CAA authors (voluntary) in December 2018, while authors can also submit to POMA.

Regarding the opportunities from joint CAA-ICSV conference in Montreal in July 2019:

- CAA booth was discussed; can be very beneficial for membership and we can display copies of the journal and give away samples.
- In past events visitors, could get signed up for free electronic copy only membership, which led to some full renewals at the end of the first year. Agreed to look at creating a special category of complimentary membership that will be tracked separately.
- Not enough Board members committed to attend ICSV event to make it worthwhile to hold BoD meeting there.
- Special ICSV26 journal proceedings in summer 2019; invitation will be sent out by Editor in Chief.

Requests for Special Membership.

- Request for local chapter membership came from John Swallow of Toronto chapter in August 2018. Discussion found no good reason for doing that but will take into consideration for review after John's guest presentation.
  - John joined meeting at 15:30 (left at 15:50) to give a brief presentation on the Toronto chapter.
  - General knowledge, local facilities, history and background, not competing with CAA annual meeting but more like mini plenary seminars.

- Three chapter meetings in 2017-18 year with presentations on room acoustics, hearing loss in musicians, building code, and more.
  - Attendance ~45, exclusive of organizers.
  - Held at Ryerson courtesy of Umberto.
  - Three-Four Chapter Meetings for 2018-2019; potential events could include tour of McMaster LiveLab, and a joint meeting with Montreal.
  - Requesting of CAA Board:Continued support and encouragement; Budget of around \$1000 a year against documented expenses; Consider a “Limited CAA membership” designation providing only Chapter attendance privileges.
  - Some discussion of merits of CAA support vs potential for leading to local groups starting willy-nilly with little substance; as for local chapter membership, it could erode from the value of actual CAA membership.
- Request from John Peppin for multi-year memberships as well as lifetime or emeritus membership. Currently a single lifetime membership.

Jeremie closed by thanking Board for expressing support for his application for the ICA early career award, and especially Christian Gigure for writing a letter of support.

### **3. Social media outreach (Frank)**

Frank wishes to step out of the role, but no apparent successor can be identified. Frank has benefited by news stories being fed to him by a couple of students; he could stay on if he had additional support from a broader basis of students; suggestion to put out a call at the AGM.

### **4. Awards report (Joana)**

No formal report was received, but Joana submitted a full list. Winners to be recognized during the ASA/CAA conference plenary session on Wednesday afternoon. Joana should be preparing the certificates. Dalila will prepare all associated cheques.

Awards now have greater exposure on the CAA-ACA web site including list of past winners.

### **5. Past and upcoming meetings**

AWC 2017 – Peter VanDelden submitted a report that contains a substantial amount of detail.

ASA/CAA 2018 – Roberto reported some 1000 papers and around 1200 attendees expected. No benefit or liability to the CAA from the event. Difficult to track CAA registrants, and there was some dissatisfaction voiced in e-mails with lack of an exhibition or opportunity to sponsor.

2019 ICSV26 – The CAA is co-organizing and is 5% participating in gains or losses. Jeremie gave a brief overview of keynote speakers and other details; very high-profile event with very international attendance (expected between 800 and 1000). Does feature an exhibition (32 booths) and has a sponsorship program. Business meeting events organized by NATO and by Québec MSSS-MDDELCC Ministry.

AWC 2019 – Conference President designate Benjamin Tucker was in attendance throughout the BoD meeting and gave an overview of the initial organizing. AWC 2019 will be held in Edmonton at the Sutton Place, on October 9-11. Good involvement of academia and industry in the organizing committee. Benjamin will work with Dalila to organize the seed funding and look at strategies for student travel support. Benjamin’s intent is to keep registration fees as low as possible, especially for students, but Board noted that some consistency between AWC editions should be maintained.

AWC 2020 – Jeremie mentioned that conference should be moving east again after 2019 and that St John’s (NF) was a possibility, but there is a more concrete though tentative interest from Sherbrooke (QC). Frank proposed to contact Ben Zendel and Yvan Rose at Memorial to see whether St John’s option is viable.

Frank gave a quick update on the Conference manual; a draft has been prepared but needs expansion of various points. Frank will send out another call to the task committee in January.

## **6. Treasurer’s Report (Dalila)**

Looking at reinvestment of high-yield funds now coming to maturity. Interest not as attractive as in the past. Budget to be adjusted with awards amounts paid out (\$9,500).

Taxes filed; received a large GST refund.

\$47,000 raised by Guelph conference. But, very low collection rate for journal advertising fees. Journal costs this year were down because a proceedings edition was not produced. Next year will be back to normal, so full amount has to be budgeted for next year.

Dalila noted that last increase in rates was in 2014 and we should be looking at an adjustment. There was some discussion of ways to put the budget on a surer footing, including ways to recover unpaid amounts from delinquent advertisers. Mehrzad pointed to increasing disconnect between the content of the Journal and the audience that the industrial / manufacturing advertisers are seeking to reach, which leads to low interest in advertising.

Dalila put forward the idea to increase rates; after discussion, the sense was that the rates should be kept low for students, but the regular rates could be increased by \$10. Moved by Dalila; seconded by Frank; carried unanimously.

Moved by Dalila, seconded by Mehrzad to accept Treasurer report; carried unanimously.

## **7. Secretary’s Report (Roberto)**

Agreed to have a more streamlined interaction with Umberto and the Journal team to deal with matters of circulation such as non-received issues and other points raised especially by subscription agencies.

## **8. Editor’s Report (Umberto)**

Unusual year for the Journal because the September (conference) issue was a regular issue instead; intent was to have the December issue fill that role but few 2-page papers have been received. The Vancouver / BC issue in June 2018 also turned out more of a hybrid than a dedicated special issue.

The March 2019 issue will be a Special Issue about Audiology, guest edited by Olivier Valentin. Journal is discussing with ICSV the opportunity of a “special issue” in conjunction with the Montreal ICSV26 conference (June 2019); the September 2019 issue will be the conference issue for the Edmonton AWC.

Umberto is still working at achieving an optimal composition of the Journal, to have a good balance of full peer-reviewed technical articles (strong interaction with authors, aiming to no rejection but rather adaptation of articles until suitable), special-topic short articles, and focus interest features like the Practitioner’s Corner. Discussion took place on how to improve communications during the submission and review process, looking at various case examples to pinpoint areas of improvement.

Deputy editor has proposed to start curating a CAA Archives and History project. Stories could be contributed by the CAA membership based on personal memories, historical facts and anecdotes. Histories of distinguished acousticians would be another component.

## 9. Other Matters

Dalila asked about charges assessed by the ASA for CAA-ACA activities at the 2018 conference, such as the Standards meeting; Jeremie confirmed that we would be responsible for such charges, as we were in the past through regular AWC events.

Next Board of Directors meeting: Spring 2019 by online portal.

## 10. Adjournment

Motion to adjourn made at 18:10 by Dalila; seconded by Jeremie.



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