

CANADIAN ACOUSTICAL ASSOCIATION

Minutes of the Board of Directors Meeting

Monday, May 27, 2019 2:00 PM – 4:30 PM (Eastern Time)

Held by online conference call

1. Call to Order

Meeting called to order at 14:08 EDT.

In attendance: Jeremie Voix, Alberto Behar, Roberto Racca, Umberto Berardi, Dalila Giusti, Mehrzad Salkordeh, Michael Kieffe, Andy Metelka, Bryan Gick, Joana Rocha, Bill Gastmeier, Frank Russo.

Agenda approved: Moved by J  r  mie.

2. President’s Report (J  r  mie)

International congress on sound and vibration (ICSV26) held in Montreal July 8-11; will provide free booth for CAA-ACA and coverage in IJAV publication. Umberto gave some details on how CAA would participate: journal editor, copyeditor and one more member of staff would run the booth. Umberto has prepared flyers and a poster to promote the Canadian Acoustics journal. Would have a laptop for people to enroll in the CAA if desired. Canadian Acoustics bookmarks also being prepared; they could potentially be placed in all delegates bags if printed in 900 copies.

Request for special membership for local chapters. Question whether to proceed. Dalila expressed doubts about the value of the CAA providing financial support for chapters; rather having them self-sufficient in their fundraising. Or could build an add-on fee for membership in a chapter as part of the CAA membership fee. It was felt that CAA should support the creation of these local chapters (initial lumpsum, help for room rental, etc.) but that CAA limits its financial involvement too. Jeremie will draft an outline framework as part of a response to Toronto local chapter.

Lifetime or multi-year membership questions. No resolution after some discussion; will be on the backburner until further notice

Thanks from J  r  mie to board members for support in nominating him for the ICA early career award. Will receive the honour at ICA2019 in Aachen (Germany) and will present CAA.

J  r  mie informed the board that CAA is supporting the ICA application to transfer its office in Spain in preparation for upcoming conference.

Opportunity to display CAA information at upcoming Canada Wide science fair in Edmonton and future ones for a small sponsorship (\$500) for a display. Question whether we should go for this on an ongoing basis. Concern from Dalila that our current Science Fair award is the only one to carry an admin fee, equal to 100% of the actual award. Issue taken under reserve. J  r  mie will investigate the added visibility that this display would provide CAA and query about the admin fee.

J  r  mie has been soliciting early 2019 the CAA directors for a “Membership Task Force” to better understand sustaining subscribers expectations and how the Association could support them better. Finalizing a survey with Andy; a few Board members including Roberto, Mehrzad, Alberto and Bill offered to assist in its drafting.

J  r  mie suggested a process for recognizing long serving members of the Association. Frank suggested introducing a fellowship level. Must be commensurate to the small size of the Association; can’t have too many recognitions relative to the membership. Frank suggested he write an outline of how the fellowship system would work and share it with Jeremie for discussion at next Board meeting.

3. Social media outreach (Frank)

Social media has been very dormant; Frank needs support because he cannot dedicate enough time to it. Would like some social media savvy people to either feed him information or do the actual posting (with supervision from someone the Board can trust).

4. Awards Report (Joana)

First year for her in this role; welcomes any comments. Received information from all the individual awards coordinators about nominations. There are some mismatches between coordinators' area of expertise and the awards they coordinate. Umberto feels that way about his role on the Héту prize; Jeremie suggested it should be handled by Alberto who agreed to take up the role (Umberto will send him three applications). Question to Dalila about whether every prize has been sent to the winners for last year; Dalila confirmed that all prizes have been disbursed. Joana noted suggestion from Bryan to have a (preformatted) letter from a student's supervisor as a requisite to apply for an award, to yield legitimacy to the application. Joana also pointed out that some awards often receive no applications; they may have to be better advertised. Jeremie says that the effort should be on the shoulders of the individual award coordinators who have the connections in their fields of expertise; suggested to improve the networking with them by beat the drum a couple weeks before the deadline. Jeremie also pointed out a suggestion made by Joana at some point to encourage award winners to contribute a short article for the Journal. This could be done through a mention in the award rules and fine prints in the application form. This form needs updates anyway, as the logo is probably 20 years old.

5. Past and Upcoming Meetings

AWC/ASA-2018: Victoria, BC (Roberto)

Total attendance was 1357 (including 211 Canadians and 359 students) with 1290 presentations in 121 sessions. These numbers were considerably above expectations for fall meetings (usually 900-1000 attendees). The conference made about \$22k profit out of a total budget of \$550k (not a big profit, but the first ASA conference in recent years not to lose money). From a CAA standpoint, however, Roberto's subjective impression corroborated by some feedback from relevant parties is that the joint conference somewhat alienated the normal AWC delegates base both on an individual delegate level (less flexibility with submissions, program changes etc.) and on a corporate level (no possibility of sponsorship or exhibiting). Generally, a dedicated CAA meeting has a much greater potential for cementing the Association and raising awareness about its activities as well as promoting membership / support.

AWC 2019: Edmonton (Benjamin Tucker) [Online Guest]

PayPal problems are potentially hampering registrations currently (Dalila offered alternative ways especially for exhibitors and sponsors to contribute), but otherwise everything is on track. Abstract deadline on 14 June. The three plenary speakers have been confirmed. One of them works on the acoustics of indigenous languages; another on music composition.

AWC 2020: Sherbrooke (Philippe-Aubert Gauthier)

Concerns about little known location, but it is an excellent site and the organizers are very well connected. Likely to be held at a country resort with good transportation from the airport, rather than in the downtown core. To be held 7-9 October; Some Directors expressed concerned that weather will already be turning wintery. Jeremie promised good weather.

AWC 2021: St-John's (Benjamin Zedel & Len Zedel)

Frank and Jeremie have been active in assisting the organizers. Explored various options and agreed that it should be held downtown for best attendance. Choice of hotel has fallen on the Sheraton; a deposit will have to be paid soon (Dalila will coordinate). Usual issues of dealing with a large chain hotel (A/V monopoly and the like). Dates 29 September – 1 October.

Conference manual - update (Frank)

Jeremie has merged the most recent draft from Frank with the existing 2001 guide and circulated it already to Sherbrooke convenors for AWC2020. Jeremie will keep it updated until further notice.

6. Treasurer's Report (Dalida)

CAA made 47K at the Guelph conference and ~26K interest on investments; finances in good shape. About 370K invested in various GIC instruments; TD is doing a good job managing. Taxes have been filed; HST refund incoming. Mehrzad voiced his concern that the Association is not providing valuable services to its members; some of the money should be spent in perks to exhibitors such as free entrances to the conference.

Dalila moved to approve; Jeremie seconded; carried unanimously.

7. Secretary's Report (Roberto)

The current tally of Association members and Canadian Acoustics subscribers is summarized in the table below, which shows by comparison the numbers reported at the two prior Board meetings.

Category	Paid-up 2019 (as of 26 May 2019)	Paid-up 2018 (as of 4 Nov 2018)	Paid-up 2018 (as of 3 May 2018)
Regular member	152	168 (18 new AWC17)	152
Emeritus	1	1	1
Student	17	26 (3 new AWC17)	20
Sustaining subscriber	17	19	20
Indirect subscribers			
- Canada	5	6	3
- USA	3	3	1
- International	3	2	2
Direct subscribers	3	4	3
Total	201	229	202

The overall numbers have dropped back to the levels of one year ago after a temporary surge from automatic enrolment of non-member registrants at the 2017 AWC (a practice now discontinued). Roberto noted the need not only to provide support and tangible benefits to existing and new members but also to canvass former members for input on what would make the Association more relevant to them; this was discussed among the Board and led to the agreement to draft and circulate a survey as part of a drive to revitalize the membership base by improving the Association's value to its members. Roberto also advised that some recent difficulties with the online payment system for memberships and subscriptions, due to a policy revision by PayPal which required a complex re-accreditation process, may have prevented several renewals which hopefully will be attempted again.

On other business, progress is still being made in collaboration with the Journal's editorial staff to establish more timely protocols for responding to notifications and requests from both regular and indirect subscribers, and to transfer over to the Journal's production team some circulation related tasks for better efficiency. Communications between the membership / outside parties and the Secretary remain frequent and constructive; where applicable, they are relayed in a timely manner to the Board and the executive officers for discussion and formal action.

8. Editor's Report (Umberto)

March issue has been produced and sent; took much work but was a good product with enhanced international content. Was supposed to be the audiology issue but that was moved to the June issue as content is now ready (6 papers overall; copyediting nearly finished).

September issue will be the typical conference issue.

After July conference in Montreal, will gather articles for December issue.

Oliver Valentin is retiring as copy editor and a new one is incoming for the AWC September issue

At least three editors short in specialty areas; physical acoustics & ultrasound, bioacoustics, and underwater acoustics; temporary vacancy in architectural acoustics but Umberto can fill in until regular editor recovers from sick leave. We need solid names for the three missing areas, willing to serve for at least five years (usually no more than a couple of articles a year).

9. Varia

Michael suggested considering very low membership and registration fees for students, like the ASA does. An investment in the future. Umberto supported the idea of essentially sponsoring student memberships from the funds of the Association.

Mehrzad suggested using extra funds in the Association to provide value to the corporate / sustaining subscribers, like sponsoring events that benefit industry or providing free advertising. Also, the content of conferences and journal must include more generally usable information.

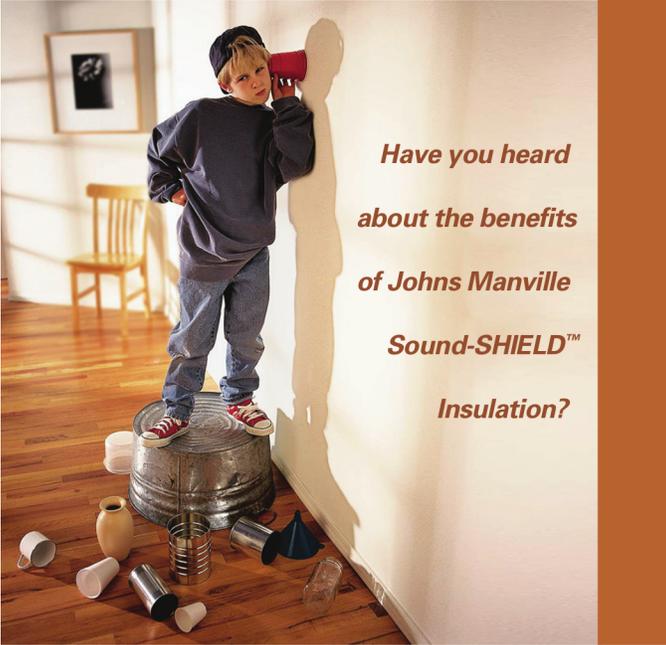
Dalila recommended that we survey our membership at all levels (as already mentioned by Jeremie) to find out what value they see in the association and how we can better meet their goals.

10. Next meeting : Oct. 8th, 2019 @4pm(MDT) in Edmonton (AB)

Jeremie suggested that we have a pre-meeting focused on the results of the “Membership Task Force” hopefully reviewing the results of the survey for our investigation into membership. Will confirm a start time (likely 2:30pm) with AWC2019 convenors.

11. Motion to Adjourn

Moved by Dalila and seconded by Roberto. Adjourned at 16:40 EDT.



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