

# CANADIAN ACOUSTICAL ASSOCIATION

## Minutes of the Board of Directors Meeting

Thursday, October 8<sup>th</sup>, 2020 2:00 PM – 4:30 PM (EDT)  
by Zoom videoconference

### 1. Call to Order

Meeting called to order 14:05 (EDT)

Present online: Jérémie Voix (chair), Alberto Behar, Umberto Berardi, Bill Gastmeier, Bryan Gick, Michael Kieft, Andy Metelka, Hugues Nélisse, Roberto Racca, Frank Russo, Mehrzad Salkordeh.

Agenda approved: Moved by Jérémie.

### 2. President's Report (Jérémie Voix)

Jérémie reported that following the resignation of the CAA systems administrator on 13 March, he and Cécile Le Cocq handled the migration of the journal and subscription site to the latest version of the Open Journal System (OJS). They made the decision to have OJS hosted and supported externally as a cloud service, which enabled various issues to be addressed cost effectively. The migration involved both the permanent journal site and the yearly instantiated AWC (Acoustics Week in Canada, the CAA's annual conference). As part of the transition the bug-prone existing e-mail module was replaced with a reliable custom version. In parallel, there is an ongoing effort to configure the CAA bulk and automated emails to make them more acceptable to spam filter heuristics (e.g. avoid "sender envelope" not matching actual issuer of the email). This should alleviate the problem of members not receiving important notices such as renewal reminders because they are trapped by their spam blockers.

An initiative to rebuild the dwindling membership numbers caused by missed or failed renewals (and past difficulties in creating new ones online) has been rolled out. The recovery plan consisted of the reinstatement in July of all memberships lapsed in the previous year to good standing until the end of 2020 and the extension of then current ones by 5 months to provide a recognition and equivalent benefit to members who had kept up with their renewals. Further details on the effect of this initiative are provided in the Secretary's Report. In parallel, an outreach action to sustaining subscribers is aimed to countering a substantial decline in their numbers. A Task Force created to investigate issues of membership / sustaining subscription value and relevance has conducted a questionnaire-based survey and analyzed its results, which will be soon published as an article in Canadian Acoustics.

The search is still ongoing to recruit a Standards Committee Coordinator to fill the role of the late Tim Kelsall. Alberto Behar has generously been acting as interim coordinator but must be relieved of this incumbency. Bill Gastmeier mentioned that the standards related activities within the CAA may overlap with CSA and ISO initiatives within Canada, and possibly there is a rationale to align or integrate the CAA committee with the CSA. It was agreed that this should be taken into consideration, and Jérémie will solicit input in the matter. Hugues Nélisse pointed out that in some cases "ad hoc" committees are indeed expected to retain independence from official standards organizations to act in a critiquing role.

AWC 2020 AGM: organization discussion.

To be held online as part of AWC20 Celebration Day, 9 Oct 2020 at 17:00 EDT

Voting could be required if there are nominations from the floor; Zoom enables voting tools for this purpose. All current Board members have indicated that they would stand for reconfirmation. It was agreed that Jérémie would first propose reconfirmation of the full slate and the procedure would move into a vote if the proposal met with objections from the floor.

AWC 2020 Celebration Day: final organization.

- Welcome Note
- Round table on COVID-19 repercussions on the acoustics world.
- Student Pecha-Kucha presentations
- Acoustical Gems
- Award Ceremony
- AGM (Jérémie, Roberto and Umberto will be presenting reports)

### **3. Treasurer's Report (Dalila Giusti)**

Dalila could not attend the meeting so her report will be circulated and discussed offline.

### **4. Awards Report (Joana Rocha)**

In Joana's absence, Jérémie ran through her report of awarded prizes; there were no comments or issues raised. Only one student presentation prize will be awarded at the AWC 2020 online event given the smaller than usual number of presenters due to the compressed format.

### **5. Editor's Report (Umberto Berardi)**

Umberto reported publishing difficulties with the printing company's unresponsiveness which is delaying the production and mailing of the September issue. On the editorial side, recent submissions of articles ensure a well populated December issue and material into 2021, so journal content is in good shape. Financially the journal is well within budget due to a comparatively slim September issue (without the substantial contribution of proceedings papers in normal AWC years) lowering expenditure; advertising revenue is good, still boosted by full page advertisers who signed on at the journal stand at the ICSV congress in Montréal last year).

Non-delivery of journal issues is reported occasionally by various indirect subscribers (institutional libraries) through their subscription agencies, and make-up copies are sent from reserves that Umberto keeps aside; the intent in the future would be to move ahead with eliminating the archive and transition to print on demand to fulfill any request for back-issues.

Umberto noted that the journal is still short of editorial board members and reviewers especially in the areas of physical and underwater acoustics, for which he is actively searching and recruiting. Andy Metelka offered help in making contacts. Lastly, Umberto indicated that a statement about the journal's universal open access policy and adherence to DORA (Declaration on Research Assessment) will be published as part of the editorial page in the December issue.

### **6. Secretary's Report (Roberto Racca)**

Roberto began by presenting the tally of memberships at latest count: 198 regular and 52 student members, showing a marked increase in numbers (about doubled) from the low point reported at the April 2020 Board meeting. This apparent resurgence, he noted, is a direct consequence of the initiative of reinstating and extending memberships that Jérémie described in the President's Report; the expectation and strategy however is that by providing what amounts to a "stimulus package" the Association will succeed in reconnecting with members who might have lapsed either due to lack of notification (email issues), or difficulties renewing because of current circumstances. For the approach to succeed, Roberto explained, it will be key to ensure that renewal notifications emails are duly delivered by the end of December when the reinstated memberships are due to expire – and to appeal and follow up with members as required. As for sustaining subscribers, given the smaller size of that group a more targeted and personal approach is planned: as a start all such subscriptions that lapsed in 2020 to date were extended to 31 December; this is to be followed by direct contacting of all recent sustaining subscribers to engage them and seek their continuing support.

In the ensuing discussion of how to better engage and motivate the CAA membership and supporters Andy Metelka inquired about considering joint activities and benefits with other organizations such as the Acoustical Society of America (ASA). Roberto agreed on the merit of extending the CAA's horizons; he noted however that the size and might of the ASA would make most collaborations somewhat lopsided as shown by the occasional joint annual meetings of the two societies where the CAA's identity is hard to evidence. Still, international collaborations and joint ventures are regarded as beneficial by the Board and Jérémie noted the potential of newly developing cultural links with European acoustical organizations.

### **7. Upcoming Meetings**

AWC 2021: Sherbrooke (Olivier Robin, who joined as guest at 15:30 (EDT))

Olivier opened with remarks on the organization of the online event of the next day, which could potentially be a paradigm for 2021 if due to ongoing impact from COVID-19 the regular AWC could not go ahead. Currently there are no financial commitments (hotel etc.) that could not be cancelled if the pandemic were not abated by autumn 2021. Jérémie mentioned the possibility of a hybrid format where participant more local to the event region could meet in person and all others join online; the paradigm of having multiple small local clusters assembled in different locations joining online does not seem beneficial given the logistic complexity. A final decision on the format of the 2021 event will be debated and voted on at the April 2021 CAA Board meeting.

AWC 2022: St-John's (Benjamin Zedel & Len Zedel)

Frank Russo reported that the organizing team is working efficiently in collaboration and some of the basic infrastructure is being planned to an adequate extent for this early stage of the process.

AWC 2023 Ottawa (Joana Rocha)

No updates.

ISO TC43 Montréal 2023 (Jérémié Voix)

On track for successful convening.

AWC 2024 Okanagan region? (No organizer identified)

No updates.

AWC 2025 Ryerson? (Umberto Berardi)

Still very preliminary; no updates.

## **8. Social Media Editor Report (Romain Dumoulin)**

Romain submitted a report in absentia; Jérémié indicated that he has now moved from McGill to an industry position but intends to continue in his role with the CAA. Statistics for LinkedIn and Twitter indicate good buildup of following. Romain has been reposting numerous acoustics related items of information, generating good interest in the audience. There is a plan to create original content e.g. for “Gems from the past” and “Canadian acoustics history” in collaboration with the Journal editorial team. It was noted that given Romain’s new commercial position there might have to be guidelines in place to avoid any perception of self-support or conflict of interest in the content posted. Members of the Board expressed full confidence in Romain’s integrity and endorsed his ongoing role; oversight can be exercised on a casual basis.

## **9. Varia**

Alberto Behar reiterated that the Membership Task Force would endeavour to have the article created from the survey results ready for publication in the December issue of Canadian Acoustics.

Umberto inquired about rules of engagement for the online presentations the next day to avoid or mitigate intrusion by disruptors; Jérémié confirmed that the meeting would default to unmoderated screen sharing for convenience, but he could block any undesired content if needed. Also, if any online voting were to take place for election to the Board it would have to be limited to confirmed CAA members.

## **10. Next meeting: 15 April 2021 @ 14:00 (EDT), online**

Agreed tentatively on the date pending query of Board members not in attendance.

## **11. Motion to Adjourn**

Moved by Alberto Behar; seconded by Roberto Racca.

Meeting adjourned at 16:00 (EDT).