

CANADIAN ACOUSTICAL ASSOCIATION

Minutes of the Board of Directors Meeting

Thursday, 15 April 2021 2:00 PM – 4:30 PM (EDT)

by Zoom videoconference

1. Call to Order

Meeting called to order at 14:06 (EDT)

Board members present online: Jérémie Voix (chair), Alberto Behar, Umberto Berardi, Bill Gastmeier, Bryan Gick, Michael Kieft, Andy Metelka, Hugues Nélisse, Roberto Racca, Joana Rocha, Frank Russo, Mehrzad Salkhordeh.

Agenda approved: mMoved by Jérémie, seconded by Dalila.

2. President's report (Jérémie)

Jérémie informed the Board that he had worked extensively on ensuring through various methods that notifications (general announcements and renewal reminders) sent by e-mail from the Association would not be blocked by increasingly restrictive spam defences on many recipients' systems. First good outcome of this effort was a largely effective delivery of renewal notices at end of December (when the "stimulus benefit" extension ran out for many members), which resulted in a substantial number of renewals.

The CAA was again asked this year for an expression of support for the "Semaine du son UNESCO - Canada", an educational outreach event that mimics its original counterpart in France. Given the Board's concurrence the previous year, Jérémie again provided a letter of endorsement and posted an announcement on the CAA-ACA website.

Jérémie shared a letter from the Standards Council of Canada requesting CAA sponsorship support for the ISO TC43 Acoustics Standards Plenary Meeting 2023 in Montreal, in whose organizing he and some other CAA members are also involved. He proposed that instead of a monetary contribution the CAA host a mini-website or webpage for the event and provide promotion and notifications through our media. Some members of the Board queried about contributing expertise to the activities of the working groups; Jérémie noted that many of the committees are already well established and work to a strict protocol but suggested that anyone interested should contact existing members of groups relevant to them and discuss how external input could be provided.

The CAA was approached by a retired acoustician who would like to volunteer some of his free time assisting the Association in any suitable role. Jérémie noted that such a help could be very beneficial and suggested some tasks in which this volunteer could assist, including the editorial migration of the CAA website to an updated platform, creating an inventory of acoustics training programs in Canada, updating the CAA Operations and Procedures Manual, or canvassing for editorial contribution to journal features like the Practitioners' Corner. There was strong endorsement by Board members for this, with the caveat that whatever tasks are chosen for the volunteer should be a good fit for his skills set and time commitment.

Jérémie put forward a proposal to establish a new category of free membership for retired professionals who volunteer their time to the CAA (would apply to the person mentioned above), for the duration of their commitment. After considerable discussion among the Board about parallel requests that had been raised in the past for discounted rates for retired members, and the nuances of characterizing volunteer involvement, the proposal was restructured to the creation of a new membership category for individuals no longer in gainful employment, with a reduced fee that Dalila Giusti (treasurer) suggested setting at half the normal rate. The proposal was voted on and accepted. It was agreed that due recognition for volunteers in some form or other would remain a topic for further discussion over time.

On a related matter, Jérémie also noted that there had been inconsistencies and lapses in the practice of giving free student membership for one year to winners of CAA awards (would be added to their existing membership term, since being in the

CAA is a precondition for winning the award). He suggested establishing a 1-year award winner membership category with no dues; the Board agreed.

Lastly Jérémie described the concept of making advertiser status a form of “subscription” handled through the online Open Journal System (OJS), with variable duration and prices corresponding to the ad run length purchased. In the open discussion of the proposed approach Dalila stressed that a human intervention would be needed to vet the submitted ads, interact with the advertiser if late with a submission etc. Therefore, an advertising coordinator would still be needed to maintain a rapport with the advertisers, which could remain Bernard Feder’s role but now dissociated from the billing and tracking of payments. This transition will require some reprogramming of the OJS, for which Jérémie requested a budget allocation of \$700. All agreed.

3. Editor’s report (Umberto)

Umberto reported that the March issue of the journal was ready to go online; its publication schedule had been somewhat delayed so that a life tribute could be included for first editor of Canadian Acoustics, [Tony Embleton](#), who passed away in late 2020.

Looking at upcoming issues, Umberto noted that 3 full papers were already accepted for the June issue which would be a regular one, whilst the September issue would be dedicated to Acoustics Week in Canada as per usual and hopefully have strong contributions despite the challenges to the event posed by the pandemic. The December issue would then catch up on regular submitted papers, promising to be a sizable collection.

Umberto indicated that long outstanding payment issues with some advertisers were being gradually resolved, and after a period of issues with a prior printing company the physical journal production process had now smoothed out. He mentioned frequent updating of the OJS publication portal; Jérémie clarified that the support and hosting of the OJS was now outsourced to a professional firm that rolled out regular security updates and version upgrades.

From the standpoint of (volunteer) staffing resources Umberto noted that there were gaps in the journal’s editorial board for bioacoustics, physical acoustics, and underwater acoustics; he solicited suggestions of recommended candidates to contact. The search could potentially reach outside of Canada but preferably we should try to keep the editorial board Canadian to accentuate the national focus of the journal.

There is a desire to revitalize the Practitioners’ Corner feature section of the journal; Umberto indicated that he would endeavour to copyedit any submissions to make it easier for contributors to provide content.

4. Treasurer’s report (Dalila)

Revenues are in good shape; only exceptions are payments from advertisers which should become less of a problem with the new system discussed earlier in the meeting. Transition to the latter will have to be managed carefully in terms of invoicing for the next issue or two while the OJS is updated, and the advertisers notified.

Investments are held in principal guaranteed GIC’s that have traditionally performed well, though it is unknown for now how the pandemic will have affected their returns. Maturity dates are in 2022 and 2024. We are in a position where some balance could be transferred from the operating fund to the capital fund and from there to investments, but decisions in this regard can be postponed to the autumn with an updated outlook on the financials. The Board agreed with that course of action.

5. Secretary’s report (Roberto)

Roberto began by presenting the tally of memberships at latest count: 155 regular and 21 student members, lower than the peak of 198 and 52 last October that was created by the “stimulus package” introduced in mid-2020. A decrease was expected since in December the revitalized or extended memberships would expire, and some would not be renewed. All the same, the number of regular memberships remains about 40% higher than it was in April 2020 – indicating that the stimulus was successful in bringing members to re-engage.

Another apparent success story, Roberto noted, were the sustaining subscriptions. Having risen from 13 to 19 with the stimulus initiative, they went on to add a further supporter and reached a current count of 20 – meaning that all recently lapsed subscribers

had reacted favourably and renewed their commitment. Roberto expressed appreciation and remarked that individual emails of thanks were sent to each sustaining subscriber upon renewal.

In terms of day-to-day activities, Roberto indicated that the cycle of renewals appeared to proceed on a steady keel; he would occasionally respond to queries from members requiring intervention to address difficulties with the online portal (including a small spate of double payments caused by ambiguous user feedback from the pay site) but in general everything operated smoothly. His emphasis remained on maintaining good communications with the membership and providing any support and information that might be requested.

6. Awards report (Joana)

Joana pointed out that she was still waiting to receive nominations on various awards (the deadline being 30 April) and she intended to follow-up shortly with the individual award coordinators about the status of their submissions.

She notified the Board that Stan Dosso would be unavailable as coordinator for the Shaw Award because one of his post-docs was an applicant for the prize, and a substitute would have to be identified. Roberto suggested a name with whom Joana would follow up.

7. Past and Upcoming Meetings

AWC 2021 – Sherbrooke: (guest Olivier Robin, AWC 2021 chair)

- Plan is still for an online event as it is too risky at this point to assume that conditions would allow a full in-person meeting. It is intended to be more than just a conference and to convey a celebration of acoustics in Canada.
- International participation will be welcome especially if connected with Canadian projects or institutes, but strong involvement of the Canadian acoustics community will be emphasized.
- Abstracts and short video submissions will be the key contribution. Extended abstracts and papers for Canadian Acoustics will be submitted on a voluntary basis.
- There will be a core unifying event centred on the interactive creation of the largest noise map ever produced in Canada through the submissions from participants across the country through a common app.
- Event will be structured over three half-days, each of them with a theme. Each day to start with a plenary keynote lecture followed by lightning/ignite talks from researchers, students and exhibitors interleaved with breakout room discussions.
- After Olivier's presentation and some questions to him, the Board had an internal review of the proposed event and discussed the pricing structure for participants and exhibitors as well as what the experience of visiting a virtual exhibitor could be like.
- J r mie will ask Olivier and his team to provide some tangible examples of what the environment would feel like.

AWC 2022 – St-John's: (guest Benjamin Zedel & Len Zedel, AWC 2022 chair)

- Ben Zedel informed that plans are for an in-person conventional meeting on the last week of September 2022. They have a signed contract with the Sheraton in downtown St John's as the congress venue, are scouting a location for the banquet, and will set up the conference bank account either late this year or early next one.

ISO TC43 Plenary – Montr al 2023: (J r mie Voix)

- Everything on course; already discussed briefly earlier in the meeting.

AWC 2023 – Ottawa: (Joana Rocha)

- No planning has started yet.

AWC 2024 – Okanagan:

- Bryan Gick will talk to colleagues at UBCO about organizing.

AWC 2025 – Ryerson: (Umberto Berardi)

- Frank Russo has showed interest to take part in the organization and possibly lead.

8. Social Media Editor report (Romain Dumoulin)

The Board reviewed a brief slide presentation provided by Romain (not attending) with some commentary by Jérémie. LinkedIn and Twitter statistics show a sizable increase in posts volume and following since October 2020. Two “job alerts” posts have been made on each platform; these have great reach to young professionals, especially on LinkedIn.

Emphasis to promote on Twitter anything related to acoustics in Canada with the hashtag #CanadianAcoustics. Still following up on plans to tap legacy content from the Journal for posts of “Gems from the past” and Canadian acoustic industry.

Suggestion from Romain to establish a close coordination between Journal and Social Media editors so that announcements, journal notifications, summary and/or highlights of new issues can be shared consistently on social media.

9. Varia

Héту prize: Bryan suggested that the book award be complemented by a monetary sum. Joana noted that some express desire from the donor’s estate had dictated the nature of this prize. A decision was postponed to next meeting, after some fact finding can be done about the details of the bequest.

10. Next meeting

Agreed on 12 October 17:30 Eastern time, by virtual conference.

11. Motion to adjourn

By Jérémie, at 17:00 (EDT)

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