

ASSA COUNCIL MEETING MINUTES

DATE	25 June 2011	TIME	10:00	VENUE	Ward Room - Military History Museum, Johannesburg
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ATTENDANCE

Present

Role

Michael Poll	President (Chair)
Chris Stewart	Council Member
Lerika Cross	Secretary

Via Skype

Adv AJ Nel	Council Member and Treasurer
Auke Slotegraaf	Council Member and Sky Guide Editor
Christian Hettlage	Web Master
Ian Glass	Vice President and Membership Secretary
Lia Labuschagne	Cape Town Centre Rep
Matie Hoffman	Vice President

Apologies (a) and not present

Maciej Soltynski (a)	Council Member, Convenor of Scholarship Committee
Case Rijdsijk (a)	Vice President, Garden Route Centre Rep, MNASSA Editor
Chris de Coning	Bloemfontein Centre Rep
Constant Volschenk	Johannesburg Centre Rep
John Saunders (a)	Hermanus Centre Rep
Peter Cramb (a)	Durban Centre Rep

NOTE: Names responsible for progressing key actions are in bold

	Agenda Points	Discussions / Decisions / Actions (in bold)
1	Welcome	M Poll welcomed everyone and opened the meeting.
2	Acceptance of Minutes Matters arising from the minutes of 14 May 2011	The minutes of 14 May 2011 were accepted. Matters arising from the previous meeting are covered in the agenda items below and noted in italics. Agenda items tabled were accepted
3	Financial matters	3.1 Update from Cliff Turk on current status of previous financial audits <i>Council has not had sight of the financial statements since 2008 and requested at least a provisional copy.</i> L Cross sent a request to C Turk on 15 May and 11 June and no response has been received. M Poll again expressed his grave concern over the fact that Council has not seen any version of the statements since 2008 and requested that C Turk be requested to have these finalised by the AGM. L Cross to advise C Turk of the Council request.

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		<p>3.2 Tax Implications on ASSA of the new arrangements around the Sky Guide. This item is pending the receipt and publication of the financial statements as recorded in the minutes of 2 April.</p> <p>3.3 ASSET: ASSA needs to understand this entity and its relationship with ASSA. Need the trust number for AJN to follow up.</p> <p>L Cross reported that P Cramb confirmed that the ASSET Trustees are: T Cooper, P Cramb and MA Gray (an Honorary Member and now stays in Cape Town) and C Turk, Secretary; P Cramb spoke to the trustees and they agreed to have a discussion in July/August and revert back to Council but it will not be before the AGM.</p> <p>I Glass found articles pertaining to ASSET in old MNASSA issues: MNASSA Vol 36, Issues 9 and 10, 1977 and Oct 1996. Four files are attached to these minutes for information to Council. (See Note 1 below)</p> <p>Council members commented on the fact that previously ASSET financial statements were received by the ASSA AGM and donations asked from ASSA members.</p> <p>AJ Nel confirmed that ASSA have no obligations to ASSET or rights to receive info from ASSET. I Glass suggested that ASSET is asked if they feel any duties towards ASSA. L Cross to give Council's comment to P Cramb.</p> <p>3.4 Financial system: AJ Nel to put a proposal to Council about a simple accounting / invoicing system if he deems it necessary.</p> <p>AJ Nel advised that a financial system is not needed.</p> <p>3.5 Financial report: AJ Nel circulated an Income and Expenditure Statement before the meeting and this is attached to the minutes.</p>
4	Membership	<p>4.1 New Members</p> <p>Council ratified these proposed members (provided by I Glass): Mr VA Dhlamini, Tembisa 1632 Mr DR Lyddell, Somerset West 7130 Mr V Pather, Umzinto 4200 Mr PJ Powers, Kempton Park, 1620</p> <p>4.2 I Glass reported the number of members as 225 (previous months 221, 156) including the 13 honorary members is 238 members.</p> <p>4.3 I Glass asked about the members that have now already paid for the next year. This was discussed and AJ Nel commented that Council may well not have been totally bona fide in accepting their money and not advising them of the imminent change; but that said Council is still within their rights to accept it. He suggested that the proper thing to do is to pay a pro rata amount to their centres. This would be included as action in the Consequences of the new Constitution section – see later in the minutes.</p> <p>The note in MNASSA should advise national members that they need to take up centre membership with contact details for the various centres</p> <p>I Glass also suggested that members are notified on the website until a further announcement (C Hettlage)</p>
5	Scholarships	<p>5.1 Scholarships: In response to a question from M Poll about from which account the Scholarship funds are paid, AJ Nel confirmed these are paid from ASSA account. I Glass confirmed that ASSA administers three scholarships on behalf of SAAO and pay for one from ASSA account.</p>

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		5.2 <i>M Soltynski will provide report on the Scholarships later in the year</i>
6	Editorial Board Matters	<p>Sky Guide matters</p> <p>6.1 Sky Guide Editor Contract: <i>Contract with the Sky Guide Editor 2012 - Auke Slotegraaf – needs to be signed by M Poll and AJ Nel</i> It was decided that M Poll will post the contract to AJ Nel for signature.</p> <p>6.2 Payment to the Editor: M Poll to email AJ Nel the contract and AJ Nel undertook to make the payment to the Editor by end June as stipulated in the contract.</p> <p>6.3 Struik Contract: M Poll reported that the contract has been signed and will be circulated with the minutes. (See Note 2 below).</p> <p>6.4 Sky Guide 2012 Status Report: A Slotegraaf reported that 97% of the content is done, ready for final proofing by Struik.</p> <p>6.5 Adverts for 2012: AJ Nel advised that he has not seen any payment for advertising for 2011 (since 1 January 2011); these may have been paid in 2010. It was confirmed that Wayne Trow invoiced the advertisers for 2011. AJ Nel will get the historic statements from Standard and advise Auke. To assist AJ with the follow up he asked if A Slotegraaf could send him Wayne's contact detail to help him to follow up on payments for 2011.</p> <p>Advertisers have not been asked for payment for 2012. M Poll informed Council that Wayne Trow followed up with the advertisers last year and Council agreed with the principle that it should be done by the Editor and A Slotegraaf confirmed that he will invoice them but would like to first know if they have paid for 2011.</p> <p>A principle proposed by AJ Nel was that the advertisers should pay before 31 July otherwise their advertisements will not be included in the Sky Guide 2012.</p> <p>MNASSA matters:</p> <p>6.6 June/July Edition is ready to be posted and will be the last edition that is printed.</p> <p>6.7 Printed MNASSA: I Glass proposed R55 for an annual subscription for 6 printed issues. He offered that between him and W Koorts the copies can be printed. Council agreed to phase out printed issues within a year of the new constitution being in place – mid 2012.</p>
7	Website	7.1 C Hettlage offered to place on the website the date that the new Constitution had been accepted and also asked for a HTML copy of the new Constitution and AJ Nel offered to provide this to him to place on the site.
8	Historical Section	8.1 ASSA Archives to UCT Archive: No report received. I Glass noted that C De Coning left some of the documents with him while he is out of town for couple of weeks.
9	Gill Medal	<p>9.1 Engraving of the Medal: I Glass reported that he had this done and the medal is with him.</p> <p>9.2 More Medals: C Stewart reported that he has received the dies from the SA Mint. The Council discussed and agree the following:</p> <ol style="list-style-type: none"> 1. Until further notice the dies will be retained by C Stewart. I Glass suggested that in due course the dies could be kept safe at the SAAO and Council considered this a

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		<p>good idea;</p> <p>2. Two quotations to be obtained to cast more medals: C Stewart from the company at Gold Reef and I Glass from company in Cape Town. C Stewart also to take photo and measurements and send to I Glass to give to the company to quote. Although it was expected to be expensive it was asked that they also obtain a quote to get another set of dies (as back-up).</p> <p>9.3 Handing over the Gill Medal: Council discussed the options and decided on having the handover at the SAAO ideally during the Cape Centre AGM which is thought to be on 10 August (to be confirmed). L Cross to contact Cape Centre chair and put the option to her. It was agreed that I Glass will hand over the award and he kindly agreed.</p> <p>9.4 Citation for the Gill Medal: L Cross to check the status of this with M Streicher.</p>
10	Other Awards	<p>10.1 Presidents Award: T Cooper did a citation. L Cross to follow up with C Rijdsdijk about the status and whereabouts of the certificate. It is planned to handover the award at the AGM.</p> <p>10.2 Long Service Award: T Cooper did a citation and between him and C Rijdsdijk will get the wording to M Streicher for the award to be given out at the AGM</p> <p>10.3 Honorary Membership – ASSA Auditor: Council accepted the proposal from Cliff Turk for Honorary Membership for the ASSA Auditor, Ronnie Glass. It was noted that it would be good to have the signed documents before the handing over of the standard letter which would be at the AGM. AJ Nel offered to get a standard letter that could be used for this – and future - instances.</p>
11	ASSA Symposium 2012	<p><i>ASSA Symposium 2012: On agenda awaiting discussion with new ASSA CPT committee in due course</i></p>
12	ASSA Review	<p>12. 1 ASSA Constitution review</p> <p>(1) 10 April: The 5 Council members who drafted the suggested amendments finalise the draft; Done</p> <p>(2) 11 April: Draft Constitution is sent to Council and Centre chairs for comment by 6 May Done</p> <p>(3) 14 May: final comments are tabled and finalised at Council meeting - Done.</p> <p>(4) 27 May: Final clean copy sent to Council – no negative responses received to mail ballot papers</p> <p>(5) 30 May: Cover noted and voting form mailed to ASSA members for return by 17 June; note was placed on website; (Done)</p> <p>Request was not mailed to the ASSA mail list.</p> <p>(6) Ballot result to be assessed at the Council meeting to be held on 25 June 2011 Result: 15 No and 73 Yes. 2/3 of the membership that voted was required to accept the new Constitution and this was achieved thus the new Constitution is in effect from publication</p> <p>12.2 Consequences of the outcome to ballot: This was discussed and the key points were agreed as follows:</p> <p>COMMUNICATION Mail from President:</p> <ol style="list-style-type: none"> 1. Email to Centre Chairs (copy Centre Reps) 2. To be included as a note in the MNASSA envelope that is sent out within next couple of days 3. To be placed on the website (CH) 4. To be sent to the ASSA mail list

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		<p>Note in MNASSA to include:</p> <ol style="list-style-type: none"> 1. Advise national members that they need to take up centre membership with contact details for the various centres <p>Sky Guide 2012 Info required:</p> <ol style="list-style-type: none"> 1. Info on the 2012 ASSA Council 2. Centre committee members for 2012 3. How does ASSA work <p>Website:</p> <ol style="list-style-type: none"> 1. Advise of acceptance of Constitution 2. Check centre detail is correct so that members can contact them 3. Note to say don't pay membership fee until the note from President M Poll is read 4. AGM Agenda to go onto the website <p>SKY GUIDE</p> <p>Sky Guide Charges:</p> <ol style="list-style-type: none"> 1. Charge to Centres for the Sky Guide: AJ Nel to consider and advise recommendation by end June so that this can be advised to the Centres; 2. Subscription for Country Members: AJ Nel to consider and advise recommendation by end June so that this can be advised to these members and placed on the website; <p>FEES:</p> <p>Membership fees:</p> <ol style="list-style-type: none"> 1. People who have already paid: AJ Nel suggested that the proper thing to do is to pay a pro rata amount to their centres.
13	General	<p>13.1 M Hoffman repeated the news that he emailed to Council that Boyden Observatory has received a donation of R 240 766 for the restoration of the Boyden Main Building to be used as an astronomy museum.</p> <p>13.2 M Hoffman also advised that IAU's OAD Stakeholders meeting is at SAAO: 12-14 December 2011 and asked if ASSA can send representatives – this will be discussed at the next meeting. He also pointed out that on the OAD Website there is a call for volunteers to register for Virtual Observatory Workshops and there is a Call for expressions of interest to host regional nodes.</p> <p>13.3 Sterre en Planete public programs – advertising: (See Note 3 below).</p>
14	AGM	<p>AGM Preparations</p> <p>14.1 AGM Agenda – M Poll offered to provide (will be attached to the Agenda for 16 July Council meeting)</p> <p>14.2 Section Reports (left over from meeting on 14 May) <i>Reports were received from:</i> <i>Tim Cooper – Comets; Lucas Ferreira – Double Star; Chris de Coning - Historical; Auke – Deep Sky Observing ; Frikkie de Bruyn - Cosmology</i></p> <p><i>Resignation received from Jacques van Delft as director of the Solar Section</i></p> <p>L Cross to remind Directors and others with outstanding reports.</p>

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15	Closure Next Meeting	M Poll thanked everyone for their contribution and closed the meeting at 12:00 Next Meetings Sat 16 July 10:00 start at the Military History Museum AGM: 3 August – CBC School Pretoria

Minutes Approved: _____ Date: _____
Chair: M Poll

Notes

1. ASSET in old MNASSA issue: MNASSA Vol 36, Issues 9 and 10, 1977 - Four files submitted to I Glass are attached to these minutes for information to Council
2. Reference Item 6.3 in these minutes : Struik Contract in respect of the Sky Guide:

In the minutes of the Council meeting of October 30th 2010, Council members were informed that they could ask for a copy of the Struik contract if they wished to see it. This offer remains open. The copy is a 20 page Word document.

The original contract was drawn up in respect of the 2011 Edition of Sky Guide. An addendum relating to the 2012 Edition was signed in Cape Town on May 26th 2011. The three pages of this addendum are attached to these minutes.

- 3 Reference Item 13.3 in these minutes;

M Hoffman sent an e-mail on June 24th to Council members and asked if the information about the Sterre en Planete public programs that he announced could be sent by email to ASSA members in the region of the event, but he also asked if there were implications if sponsors' logos were shown. The correspondence was not discussed at the meeting, as there had not been time for some of the attendees to read the information beforehand. Considering that all Council members have seen the e-mail, it is suggested that comment about Maties's questions be done on line.