

ASSA COUNCIL MEETING MINUTES

DATE	23 Jan 2018	TIME	19:30 to 20:15	VENUE	Via Skype
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ATTENDANCE

Council

Case Rijdsdijk	President (Chair)
Chris Stewart	Vice President
Dr Pierre de Villiers	Vice President
Dr Ian Glass	Council Member
Clyde Foster	Council Member
Lerika Cross	Secretary
Mike Hadlow	Chair - Durban Centre
Jerome Jooste	Chair – Johannesburg Centre
Eddy Nijeboer	Chair - Cape Centre

Appointees

Auke Slotegraaf	SGAS Editor, Deep Sky Section Director
Bruce Dickson	Cosmology and Astrophysics Section Director
Percy Jacobs	Photometry and Spectroscopy Section Director
Allen Versfeld	Imaging Section Director
Kos Coronaios	Observing Director

Apologies (a) /Absent

Adv AJ Nel (a)	Treasurer
Bosman Olivier (a)	Membership Secretary
Prof Matie Hoffman	Chair - Bloemfontein Centre
Dr Claire Flanagan (a)	Convenor of Scholarships
Johan Smit	Chair –Pretoria Centre
Dave Blane (a)	Double and Variable Stars Section Director
Chris de Coning	ASSA Archiving
Dr Christian Hettlage (a)	Web Master
James Smith (a)	Web Manager
Steffan Devos	Acting Chair - Midlands Centre

ASSET (for distribution)

Tim Cooper	For ASSET Trustees
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	Agenda	Discussions / Decisions / Actions (in bold)
1	Welcome	C Rijdsdijk welcomed everyone to the 3 rd ASSA Council meeting for 2017/18 year.
	Apologies	Apologies received are noted in the minutes.
2	Previous Minutes	Previous Minutes of Meetings and Agenda The meeting accepted the minutes of Council meeting held 28 November 2017 with the amended ASSET item 10 noted (minutes attached).
	Agenda	The agenda items as proposed were accepted
	Matters arising	Note: Actions arising from previous minutes are <i>in italics</i> . Actions are underlined Outcomes from the Finance Sub-Committee meeting held 16 January 2018 are included and denoted as <i>(16 Jan FSC)</i>
3	ASSA Comms	3 ASSA Communication 3.1 Communications and updates <i>(28 Nov) Council approved placing of the Communications document on the website.</i> The web page https://assa.saa.ac.za/about/assa-constitution/ now has the latest Constitution, ASSA Policy on Allocation of Distributable Funds and Communications Overview.

ASSA COUNCIL MEETING MINUTES

		<p>The reports received before the meeting - from ASSA Centres and Directors - are noted and included as annexures (see end of document).</p> <p>3.2 Planned astronomical related activities on the ASSA website All <u>Centres and Directors</u> were asked to send L Cross all planned activities (not monthly meetings) for 2018. These will be forwarded to the webmaster to include on the homepage.</p>
4	<p>ASSA SGAS</p> <p>MNASSA</p> <p>Other</p>	<p>4. ASSA Publications - SGAS</p> <p>4.1 SGAS Orders for outreach purposes (10 Oct 17) <u>A Slotegraaf</u> asked if it was possible to order SGAS at the reduced price for outreach purposes provided that none are sold on. (AJ Nel) (FSC 15 Nov 2017) <u>AJ</u> undertook to ask <u>Struik</u> if order may be processed at a price of R70. (16 Jan FSC) <u>AJ</u> advised and the meeting confirmed that SGAS can be ordered for outreach purposes at R70, via <u>AJ</u>. <u>AJ</u> has 15 copies. <u>L Cross</u> was asked to advise ASSA Council in the first instance and if no takers send a note to <u>ASSA_Discussion</u>. For 20 copies ordered, no postage fee. Less than 20 copies, postage costs apply (~R8 a copy). The meeting noted the outcomes from the FSC meeting.</p> <p>4.2 Review of SGAS (FSC 15 Nov 2017) Meeting discussed ideas for review of the 2019 publication. <u>L Cross</u> offered to prepare an outline for discussion by a subcommittee (28 Nov) FSC meeting outcome was noted as well as the draft review outline distributed. Discussions agreed to request Council and Appointees to solicit input from members. A request for input by 20 January was sent out to <u>ASSA_Info</u> on 4 December. A summary of input received to be sent to the Editorial Board within the next 2 weeks. (<u>L Cross</u>)</p> <p>4.3 Contract SGAS Editor 2019 <u>AJ</u> to confirm contractual aspects regarding SGAS 2019 Editor. (After meeting: <u>AJ</u> confirmed that the current agreement with <u>Auke</u> is on-going and may be cancelled by either party on two months' written notice)</p> <p>4.4 Input to MNASSA (28 Nov) Input from <u>Bloemfontein Centre</u> deserves to be recorded. <u>C Rijdsdijk</u> informed he plans to visit all Centres during the year including <u>Bloemfontein</u>. <u>P de Villiers</u> informed he was in contact with <u>Dawie van Jaarsveld</u> and will ask him to forward content. Further to a general discussion of ideas it was agreed to again alert <u>Centre Chairs and Directors</u> to please consider sending articles - which could be considered newsworthy from an astronomical perspective - to <u>C Rijdsdijk</u> for consideration to include in MNASSA.</p> <p>4.4 Posting of printed copies of MNASSA (28 Nov) <u>I Glass</u> informed that there are still a number of people who have requested MNASSA and is being provided with MNASSA in printed form via post. Council agreed that consideration should now be given to ending this process <u>I Glass</u> kindly offered to write to these members involved and <u>B Olivier</u> and <u>L Cross</u> will assist in finding email addresses for them. But distribution is stopped. Item closed.</p> <p>4.5 Nightfall publication (28 Nov) http://assa.saao.ac.za/sections/deep-sky/nightfall/ <u>C Rijdsdijk</u> undertook to send a special thank you note to <u>Douglas Bullis</u> the Editor-in-Chief of <u>Nightfall</u> for an excellent publication. <u>C Rijdsdijk</u> informed that he contacted and congratulated <u>D Bullis</u>. Item closed.</p>

ASSA COUNCIL MEETING MINUTES

5	Scholarships	<p>5. Scholarships Scholarships update from C Flanagan confirmed that: The ASSA and Cooke Scholarships are worth R20,000 and the three HartRAO-ASSA Scholarships R16,000 each, for 2018. All three have been advertised on the ASSA website and via social media. With the changes at HartRAO (absorption into SARAO, and resignation of Ludwig Combrink, Director), enquiry was made with the relevant SARAO people about continuation of the HartRAO-ASSA scholarships who have acknowledged query but not yet answered it.</p>
6	Membership	<p>6 Membership 6.1 ASSA Country Membership 2018/19 <i>(28 Nov '17) Reminder 1 June: New Country Membership fees to be agreed by Council</i> Report from B Olivier noted that all Sky Guides have been mailed and he received only two complaints of non- delivery. He also received three applications for membership, among others one from Germany and he still awaits Proof of Payment from one applicant.</p>
7	Governance	<p>7 Governance All governance related documents have been updated on the website No other item to discuss.</p>
8	Financial Matters	<p>8 Financial Matters 8.1 Special Projects <i>(FSC 15 Nov 2017) R25 000 will be available for special projects, plus 50% of the increase in additional royalties resulting from the higher selling price of SGAS. ASSA Funds Distribution Policy is http://assa.saao.ac.za/about/assa-constitution/ (17/11/28) L Cross to send a notice to the ASSA Info mail list informing of the Policy and requesting applications forwarded to allow the FSC to consider submissions on 16 Jan). (FSC 16 Jan 2018) L Cross sent out call for fund applications to ASSA_Info on 4 December. No applications received by either L Cross or AJ Nel. If no applications are received by the next Council meeting then the matter will be closed. AJ confirmed that currently approved projects are the Big Five and the Oral Histories Project. The meeting noted the outcomes from the FSC meeting. L Cross offered to search for the formal outcome from Council regarding the Oral Histories Project.</i></p> <p>8.2 Investment of ASSA funds <i>(FSC 15 Nov 2017) The proposal from R Glass regarding the donation of R300 000 for the Cooke Scholarship Fund was discussed. (17/11/28) Council was informed that R Glass presented a financial advisor and a proposal was distributed to the FSC who now need to discuss/ decide on a proposal at next meeting. (FSC 16 Jan 2018) AJ Nel provided the link to the mandate and funds summaries as well as the details of each fund. https://1drv.ms/f/s!Aqo8CBAk8rqchbIM-BeQ4v6tXo7RsA The FSC supported the proposal and R Glass' recommendations. The funds should deliver 11% before fees and 9% as actual. The proposal is better than the current investment. R200 000 will remain in cash. AJ advised that he had signed a mandate as authorisation which is with R Glass which only requires a date to become implemented. It was proposed that the item awaits the final approval by Council at its next meeting. The outcomes from the FSC meeting were noted and as no objection to the proposal was received from members present at the meeting, the proposal was accepted.</i></p> <p>8.3 Invoicing ceded to SAGE <i>(FSC 16 Jan 2018) AJ noted that CTF's Accountants asked to cede invoicing to SAGE activate thus from now all invoicing will feed into SAGE package. B Olivier asked about the membership renewals: AJ will confirm if it applies to new membership and renewal notices.</i></p>

ASSA COUNCIL MEETING MINUTES

		<p>8.4 Latest statement on Idrive <i>(FSC 16 Jan 2018) B Olivier asked AJ Nel how he can get the latest statements available on a regular basis on the Idrive. AJ Nel undertook to formalise the request with CTFS to post the statements on the 1st of every month. B Olivier offered to pick up the issue with AJ Nel if the process is not followed.</i></p>																		
9	ASSA Symposium	<p>9 ASSA Symposium 2018 at SAAO from 9 March 2018 <i>((21 Feb 17) Theme: Amateur Astronomy in the Digital Data Age – how Amateurs can do real Science. LOC: Ian Glass, Auke Slotegraaf, Case Rijdsdijk, Eddy Nijboer. (FSC 15 Nov 2017) R10 000 was approved for the Symposium. (17/11/28) Council noted the amount approved by the FSC for the Symposium. (FSC 16 Jan 2018) C Rijdsdijk reported that he is still awaiting final approval for travel funding (1000 GBP) from the OAD for the astronomer from Oxford - Prof. Katherine Blundell, OBE. (She runs the Global Jet Watch programme. 6 Girl schools around the world have 20" telescopes to monitor SS433 (a quasar) on a daily basis and continually - there is one in SA. Others are in the UK, India, Australia (2) and Chile.)</i> The outcomes from the FSC meeting was noted and C Rijdsdijk further reported that the page https://history2018.sao.ac.za/ was updated and a payment link installed to allow payment in advance. C Rijdsdijk undertook to repeat the reminder to all Centre Chairs to advertise to members and encourage them to register. Council wishes C Rijdsdijk and the LOC and all attendees a very successful Symposium.</p>																		
10	ASSET	<p>10 ASSET <i>(10 Oct) " We are still awaiting information from the Master in Pretoria, requested in May this year, and I have already sent them three reminders. We need this documentation in order to progress the affairs of ASSET"</i> <i>(28 Nov '17) "Last message to the Master in Pretoria met with no response. .. I have been in contact with my attorneys and they have ascertained the true state of affairs as follows. The Master of the High Court in Pretoria has cancelled their contract with Metrofile and has signed a contract for archiving with an alternative company, Docufile. However, on cancelling the contract, Metrofile has refused access to the documents due to non-payment of their account by the Master. Negotiations are in progress to settle the outstanding amount owed by the Master, but at this stage they cannot state when this will be completed. My attorney mentioned that they have been waiting for documents since February 2017. The Trustees are exploring other options to resolve the impasse as soon as possible."</i> The update from ASSET was tabled: "The Trustees can confirm we have now received the awaited documentation. In the coming weeks we intend to finalise FICA registration of the current Trustees so that ASSET functions can return to normal as soon as possible.</p>																		
12	General	<p>General No item was raised.</p>																		
13	Checklist	<p>Checklist review</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">31 Jan</td> <td>Finalise Special projects allocation</td> </tr> <tr> <td>1 Feb</td> <td>Scholarship application dead line</td> </tr> <tr> <td>31 Mar</td> <td>Closing date for nominations for: Honorary Members and Awards</td> </tr> <tr> <td>15 April</td> <td>Deadline for Secretary to send to Council list of nominations.</td> </tr> <tr> <td>30 April</td> <td>Deadline for agreement with Struik of the printing schedule for next SGAS</td> </tr> <tr> <td>1 Jun</td> <td>Call for nominations for Council; Annual review of website</td> </tr> <tr> <td>1 June</td> <td>New Country Membership fees to be agreed by Council</td> </tr> <tr> <td>30 Jun</td> <td>Closing date for nominations for Council, receipt of Section reports, receipt of report from Scholarships Convenor, submission of items for placing on the Agenda of the AGM, Financial year end; Council to review appointment and roles of all Council Appointees including the Section Directors;</td> </tr> <tr> <td>1 Jul</td> <td>Submission of annual updated ASSA membership form, Country Members:</td> </tr> </table>	31 Jan	Finalise Special projects allocation	1 Feb	Scholarship application dead line	31 Mar	Closing date for nominations for: Honorary Members and Awards	15 April	Deadline for Secretary to send to Council list of nominations.	30 April	Deadline for agreement with Struik of the printing schedule for next SGAS	1 Jun	Call for nominations for Council; Annual review of website	1 June	New Country Membership fees to be agreed by Council	30 Jun	Closing date for nominations for Council, receipt of Section reports, receipt of report from Scholarships Convenor, submission of items for placing on the Agenda of the AGM, Financial year end; Council to review appointment and roles of all Council Appointees including the Section Directors;	1 Jul	Submission of annual updated ASSA membership form, Country Members:
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ASSA COUNCIL MEETING MINUTES

		<p>Subs renewal 31 Jul Closing date for ballot for Council nominations: Centre AGMs to be concluded before the AGM; AGM 1st Wed Aug. 21 business days before 1st Wed in Aug: Deadline for members to receive notice 1 Oct Appointment/Negotiations with SGAS Editor for next edition. Open negotiations with Struik Annual refresh of the Communications document after the AGM</p>
13	Next meeting	<p>Proposed Skype meetings for 2018: Council meetings at 19:30 : 27 March 22 May 26 June AGM 1 August Next FSC meeting is proposed for 19 March 19:30</p>

Minutes Approved: _____ Date: _____

Attachments:

ASSA Minutes 171128

Communication updates received

1. From M Hadlow, ASSA Durban:
2. From C Stewart, Instrumentation Director:
3. From C Foster – Shallow Sky Director:

In terms of upcoming events, as mentioned, I am continuing to roll out my Planetary imaging presentations. ASSA Pretoria and ASSA Johannesburg presentations have been done, and I am scheduled to speak at the WRAC meeting on 28 February. I am in discussion with Bloemfontein and CapeTown (separate to the ASSA symposium) to arrange presentations, but no dates have been set as yet. I will be communicating with ASSA Durban in order to try and schedule a talk down there. Further talks will be arranged as opportunities, and interest, arises.

We are in for an amazing Trilogy over the coming months with Mars, Jupiter and Saturn all being superbly placed for observing from South Africa , with the main highlights over the May-July period. We are in for a treat!

End