

ASSA COUNCIL MEETING MINUTES

DATE	27 September 2018	TIME	19:30 to 19:55	VENUE	Via Skype
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ATTENDANCE

Council	Role
Case Rijdsdijk	President (Chair)
Chris Stewart	Vice President
Adv AJ Nel	Treasurer
W Nel	Membership Secretary
Dr Ian Glass	Council Member
Clyde Foster	Council Member
Lerika Cross	Secretary
Piet Strauss	Chair - Durban Centre
Jerome Jooste	Chair – Johannesburg Centre

Appointees

Douglas Bullis	Deep Sky Section Director
Percy Jacobs	Photometry and Spectroscopy Section Director
Martin Heigan	Imaging Section Director
Allen Versfeld	Citizen Science Section Director
Bruce Dickson	Cosmology and Astrophysics Section Director

Apologies (a) / Absent

Dr Pierre de Villiers (a)	Vice President
Eddy Nijeboer (a)	Chair - Cape Centre
John Gill (a)	Web Manager
Dr Christian Hettlage (a)	Web Master
Dave Blane (a)	Double and Variable Stars Section Director
Auke Slotegraaf (a)	SGAS Editor
Dr Claire Flanagan (a)	Convenor of Scholarships
Kos Coronaios (a)	Observing Director
Chris de Coning (a)	ASSA Archiving
Prof Matie Hoffman	Chair - Bloemfontein Centre
Johan Smit	Chair –Pretoria Centre
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 Apologies	C Rijdsdijk welcomed everyone to the 1 st ASSA Council meeting for 2018/19 year. Apologies received are noted above.
2	Previous Minutes Agenda Matters arising	Previous Minutes of Meetings and Agenda Confirmation of minutes of Council meeting held 4 July 2018 as attached to the Agenda was approved. Note: Actions arising from previous minutes are <i>in italics</i> . Actions are underlined. Outcomes from the Finance Sub-Committee meeting held 26 September 2018 are included and denoted as (<i>26 Sep FSC</i>)
3	ASSA Comms	3 ASSA Communication 3.1 General

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		<p>C Rijsdijk noted that communication is a key focal point of ASSA and is essential to keep the community connected. He encouraged Centres and Appointees to have a good look at the latest version of the Communications document (attached to the minutes). It was suggested by C Foster that a meeting to review these be arranged.</p> <p>The outcome of discussions:</p> <ul style="list-style-type: none"> - <u>Everyone</u> to peruse the document and forward suggestions for changes/additions to L Cross by 26 October; - A meeting to discuss input to be arranged before end October. (Tuesday 30 October at 19:30 is proposed) <p><u>C Rijsdijk</u> undertook to send out a letter Centre Chairs and Appointees in this regard.</p> <p>Latest contact details: these for all role players are in the Comms document, on the website and also attached to these minutes.</p> <p>3.2 Website John Gill – the new Web Manager - informed that he has updated all information he received before going on leave in mid-September. <u>All Council Members and Appointees</u> are kindly asked to have a look at their specific pages and inform John on assawebmanager@gmail.com if any updates are needed.</p> <p>3.3 Centre visits by President <i>(4 July 18) A provisional amount of R10 000 was approved by 18 June FSC and confirmed.</i> C Rijsdijk advised that he is in contact with Hermanus and Cape Town Centres regarding visits and will in due course be in touch with Johannesburg and Pretoria.</p>
4	ASSA SGAS	<p>4. ASSA Publications - SGAS</p> <p>4.1 Review of SGAS <i>(4 July 18) A Slotegraaf was mandated to discuss what options Struik would consider eg a digital version with ISBN number and possibly via an app.</i> A Slotegraaf reported before the meeting: “Struik advises there will be a digital version (PDF format) of the 2019 edition (ePUB Number 978 1 77584 621 5). User will pay for this. At this time, an app for the Sky Guide isn't on the cards, and would require a careful needs analysis”. Item is proposed to now be closed.</p> <p>4.2 SGAS 2019 <i>(26 Sept FSC) AJ Nel advised that the SGAS 2019 has gone to printing. It includes 5 advertisers. AJ Nel offered to send request to Centre Chairs and Directors for the number of 2019 SGAS they would like to order.</i> AJ Nel reported that the SGAS 2019 will be available end November. There is no price yet available but it should be similar to previous years.</p> <p>4.3 MNASSA Royalties <i>(26 Sept FSC) Royalties representing accesses made to the MNASSA repository to be distributed by AJ Nel once funds are available to C Rijsdijk, I Glass and W Koorts on the same basis as last year (70 20 10).</i> The item was noted by the meeting.</p>

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5	Scholarships	<p>5. Scholarships <i>(26 Sept FSC) It was proposed that the ASSA and Cooke Scholarships be available for 2019 allocation in the amounts of R20 000 each.</i> It was noted at the meeting that the amounts may be re-assessed in February. In terms of the NRF/SARAAO scholarships, C Rijdsdijk offered to follow-up with them.</p>
6	Membership	<p>6 Membership 6.1 ASSA Country Membership 2018/1 <i>(26 Sept FSC) AJ Nel reported that subscription reminders were sent out (Membership R75, new member admin fee R50). He also reported that ~ 100 renewals of Country Members have been received.</i> No other item was discussed.</p>
7	Governance	<p>7 Governance All handovers to new incumbents for 2018 19 have been completed. The meeting did not raise any other governance related item.</p>
8	Financial Matters	<p>8 Financial Matters 8.1 .1 Brought forward <i>(4 July) Council noted the outcome of the FSC on 18 June which agreed in principle that key contributors to the SGAS, e.g. proof reading, are eligible to receive an Honorarium. Amount to be proposed by AJ Nel by mid July.</i> <i>(26 Sept FSC) An amount of R5000 was proposed.</i> This item to be taken to conclusion by C Rijdsdijk, AJ Nel and L Cross.</p> <p>1. 8.2 Financials 2017 18 <i>(26 Sept FSC) AJ Nel informed that he is still finalising the financials for the 2017 18 and should be completed in first week October to forward to <u>CTFS</u> for review and forwarding to the Independent Compiler R Glass.</i> After the meeting: R Glass advised L Cross on 30 September that the financial “records should be emailed or dropbox to Bennie van Zyl at bennie@chartac.co.za at CROWE HZK.</p> <p>2.</p> <p>3. 8.3 Budget items 2018 /19 <i>(26 Sept FSC) AJ Nel undertook to prepare a budget for 2018 19 (Discretionary Reserve) to share with the FSC by the next FSC meeting.</i> No other financial related item raised.</p>
9	ASSET	<p>9 ASSET</p> <p>4. It was noted at the meeting that Peter Cramb informed on 26 September: 5. “the Master of the High Court granted the registration of ASSET with the new Trustees, namely Ian Glass, Tim Cooper and myself. The new registration is dated 8th August 2018”.</p>
10	General	<p>10 General items</p> <p>10.1 C Foster noted that the attendance at ScopeX on 15 September appear to him to be lower than usual.</p> <p>10.2 IAU 2024: it was noted this event in Cape Town in 6 years’ time should attract ~ 4000 people.</p>
13	Next meeting	<p>The next meeting was proposed to be 21 November at 19:30 The FSC to be held a couple of days before then.</p>

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Minutes Approved: _____ Date: _____

Attachments:

In support of the minutes:

ASSA Communication 180924

ASSA Council and Appointees 2017 18

Checklist (covered under Governance item 7)

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 President and Vice President list of nominations
30 April Deadline for agreement with Struik of the printing schedule for next SGAS
1 June 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: Subs renewal
31 Jul Closing date for ballot for Council nominations: Centre AGMs to be concluded before the AGM;
AGM notice 1st Wed Aug. 21 business days before 1st Wed in Aug: Deadline for members to receive
1 Oct Appointment/Negotiations with SGAS Editor for next edition. Open negotiations with Struik
Annual refresh of the Communications document after the AGM

END