

ASSA COUNCIL MEETING MINUTES

DATE	17 April 2019	TME	19:30 to 20:15	VENUE	Via Skype
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ATTENDANCE

Council	Role
Case Rijdsdijk	President (Chair)
Chris Stewart	Vice President
Dr Ian Glass	Council Member
Clyde Foster	Council Member
Lerika Cross	Secretary
Piet Strauss	Chair - Durban Centre
Eddy Nijeboer	Chair - Cape Centre

Appointees

Bruce Dickson	Cosmology and Astrophysics Section Director
Dr Claire Flanagan	Convenor of Scholarships
Auke Slotegraaf	SGAS Editor
Allen Versfeld	Citizen Science Section Director
Percy Jacobs	Photometry and Spectroscopy Section Director

Connection to Skype issues

Dave Blane	Double and Variable Stars Section Director
Jerome Jooste	Chair – Johannesburg Centre

Apologies (a) /Absent

Dr Pierre de Villiers (a)	Vice President
Adv AJ Nel (a)	Treasurer
W Nel (a)	Membership Secretary
Chris de Coning (a)	ASSA Archiving
Douglas Bullis (a)	Deep Sky Section Director
Martin Heigan (a)	Imaging Section Director
John Gill (a)	Web Manager
Dr Christian Hettlage (a)	Web Master
Kos Coronaios (a)	Observing Director
Prof Matie Hoffman	Chair - Bloemfontein Centre
Johan Smit	Chair –Pretoria 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 4 th ASSA Council meeting for 2018/19 year.
	Apology	Apologies received are noted above.
2	Previous Minutes Agenda Matters arising	Minutes of Council meeting held 13 February as attached to the Agenda, were approved. Note: Actions arising from previous minutes are <i>in italics</i> . Current actions are underlined. Outcomes from the Finance Sub-Committee meeting held 10 April 2019 are included and denoted as <i>(10 April FSC)</i>
3	ASSA	3. ASSA Communication

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Comms	<p>3.1 Communications document <i>Permanent item: the latest version of the Comms doc is attached.</i> Outstanding queries to be resolved and responses to be forwarded to J Gill (to update site) and L Cross (to update Comms doc):</p> <ul style="list-style-type: none"> - Slide 4: Queries regarding the Twitter and FB to be checked (K Coronaios), the links to Nightfall (D Bullis) - Slide 5: mail list detail to subscribe to Imaging (M Heigan), Cosmology (B Dickson), Nightfall (D Bullis) <p>3.2 Website <i>Permanent item: <u>Chairs/ Directors / Appointees</u> to keep checking that their web pages are current /relevant and advise John Gill at assawebmanager@gmail.com of changes.</i> Appreciation was extended to J Gill who informed that he created a "News Flash" section on with links to new stories/article sent to him.</p> <p>Hon Members on the site http://assa.saa.ac.za/about/awards/honorary-members/ needs to be reconciled with info received from C de Coning (ref item 6.3). (J Gill)</p> <p>3.3 Centre visits by President C Rijdsdijk reported a successful visit to Hermanus was undertaken as well as to the Cape Centre. Whilst in Cape Town he gave a workshop on Astronomy Education for PhD students at UCT. He is planning to meet ASSA Johannesburg and Pretoria in July.</p> <p>3.4 Other Astronomical Societies in Southern Africa <i>(13 Feb) B Dickson kindly offered to approach the ASSA contact in Botswana, Harold Hester haroldh@accelerate-it.co.bw, and possibly also someone in the Namibia group. No responses have yet been received but it was agreed that the process will continue.</i></p> <p>3.5 Extend sharing of communication <i>(13 Feb) To place on website new Digital Planetarium that was recently constructed in Sutherland.</i> J Gill was thanked for contacting the planetarium in Sutherland and publishing a short story on the ASSA website, https://assa.saa.ac.za/astronomy-in-south-africa/planetaria/ C Rijdsdijk also noted that he was in touch with Lucas Ferreira who is now based at the planetarium permanently. Item is now closed.</p>
4 ASSA Publications	<p>4. ASSA Publications</p> <p>4.1 SGAS 2020 The contract for SGAS 2020 needs to be progressed (AJ Nel)</p> <p>4.2 MNASSA Printed copies: I Glass advised a couple of copies are printed as a permanent record and one member, MAK Hampson in Oudshoorn who will be contacted (W Nel to inform contact details)</p> <p>Obituary Michael Feast: C Rijdsdijk noted the great loss to astronomy in South Africa with the death of Michael Feast. MNASSA will publish his Obituary, written by Prof. Patricia Whitelock.</p> <p>4.3 Nightfall. No item reported.</p>

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5	Scholarships	<p>5. Scholarships <i>(27 Sep) R20 000 for ASSA and Cooke</i> <i>(10 Apr FSC) Both Scholarships have been paid, from the business account</i> <u>C Flanagan</u> confirmed payments were made and undertook to advise Council of the bursary winners. The Scholarship Report is attached. <u>C Rijsdijk</u> will report back to the donors of the Cooke Scholarship.</p>
6	Membership	<p>6. Membership</p> <p>6.1 ASSA Country Membership 2018/19 <i>(13 Feb) 2019/20 Country Membership fee agreed: R50 to remain for initiation fee, annual subscription R75. (John Gill)</i> <u>J Gill</u> confirmed the website has been updated.</p> <p>6.2 Communication to Country Members Council noted and briefly discussed the proposal from <u>W Nel</u> to provide a pdf certificate to members upon joining and renewing membership. It was agreed that a dedicated skype session on the issue be arranged with the FSC. The same meeting to finalise delivery options for SGAS to Country Members and to review the update on the website to inform on Country Membership (<u>L Cross</u>)</p> <p>6.3 Hon Members <i>(13 Feb) Hon Members list on: http://assa.saao.ac.za/about/awards/honorary-members/ to include all to date including those deceased. C de Coning agreed to search for data and provide info over time to add to the website list, eg year awarded.</i> Council acknowledged the extensive update received from <u>C d Coning</u> (see attachment to the minutes). Website to reflect the latest info from <u>C de Coning</u> (<u>J Gill</u>) such as: <u>Peter Smits</u> (<u>Derck Smits</u>' father was elected Honorary Member but also never reflected in the Handbook). <u>Jan Hers</u> was elected in 1997. The <u>Nota Bene</u> to be included on under Awards page (<u>to be confirmed by FSC</u> before <u>J Gill</u> updates site)</p> <p>Unanswered question from <u>C de Coning</u>: "At the top of the document I have highlighted Royal Cape Obs. This decision made is from Council Minutes dated 1968. That was a few years before the Royal Cape Obs transformed into what we now know as the SAAO. Is this decision relevant to members of the SAAO as well?" (<u>FSC</u>)</p> <p>The SGAS 2020 should reflect the corrected info on the website (<u>A Slotegraaf</u>) The Membership List needs to be aligned to the information on the website (<u>W Nel</u>).</p>
7	Governance	<p>7 Governance</p> <p>7.1 Midlands Centre <i>(13 Feb) <u>P Strauss</u> noted that he found one person who used to be a Midlands Centre member and will try and make contact and encourage him to remain in the ASSA community.</i> It was confirmed <u>J Gill</u> removed the reference to Midlands Centre. Item is now closed.</p>
8	Financial Matters	<p>Financial Matters</p> <p>8.1 Financials 2017 18 <i>(13 Feb) <u>L Cross</u> to return the signed financials to the Independent Compiled (and also the Accountants CTF Services) after the meeting.</i> The signed financials were returned to <u>R Glass</u> (<u>Crowe HZK</u>) and <u>CTF Services</u>. <u>L Cross</u> received 2 printed copies of the financials from <u>Crowe</u> which need to be</p>

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	<p>delivered to CTF Services. The item is now closed.</p> <p>8.2 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.</i> AJ Nel provided budget 2018/19; to be discussed by FSC (L Cross)</p> <p>8.3 SPARC donation <i>(13 Feb) “Glacier cannot accept ad-hoc contributions under R 15,000.00 and as such SPARC needs to claim the funds back and pay us directly. SPARC no longer exists.” AJ Nel and P de Villiers offered to work together on issue and revert in due course.</i> Council requested confirmation if the donation of R3500 been returned to ASSA account. (AJ Nel, P de Villiers)</p> <p>8.4 Proxima Proxima <i>(7 Feb FSC) C Stewart reported remaking /placing of Proxima Centauri Plinth Plaques at Observatory is in progress. There is still R5000 in the budget for this to be completed.</i> <i>(13 Feb) C Stewart provided document outlining design for C Rijdsdijk / NRF\SAASTA</i> C Stewart reported that a recce for placement of the plinth /plaques was made to the Observatory. Request for final placement to be approved by SAASTA and a revised cost estimate obtained (C Stewart).</p> <p>8.5 Request from E Nijeboer to C Rijdsdijk 3 December 2018 Re : Astronomy Course at Bervliet High School E Nijeboer enquired about feedback from Council further to the request he emailed to C Rijdsdijk. After some general discussion, E Nijeboer was asked to review the request in light of the comments provided by C Rijdsdijk in his reply (refer email from C Rijdsdijk 7 December 2018 which ended “ASSA is prepared to help but some of the above need to be looked at first”).</p> <p>P Strauss commented that Durban Centre is running a Basic Astronomy Course and that Durban Centre is willing to share content and join forces. Awaits feedback from E Nijeboer</p>
9	<p>ASSET</p> <p>ASSET <i>(27 Sep) Peter Cramb informed on 26 Sep: “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”.</i> No update provided.</p>
10	<p>General</p> <p>10. General items</p> <p>10.1 ASSA AGM – 7 August Durban Centre Council agreed that a skype session should be held with Durban Centre to discuss and finalise arrangements eg: venue, accommodation, budget for AGM, attendance, agenda. L Cross to arrange skype.</p> <p>L Cross to distribute requests to Centre Chairs, Section Directors, Country Members in prep of the AGM, to provide input by end June, iro:</p> <ul style="list-style-type: none"> - Council Nominations - Award considerations, - Centre (to include Centre Reports in the Checklist) and Section Reports to be submitted

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		<p>10.2 ASSA Symposium 2020 <i>Permanent note: possible plans and possibilities for 2020, the International year of Astronomy. Possibly to be hosted by ASSA Durban</i> It was proposed that this item be included in the skype session noted under 10.1. in order to get clarity if such an event is feasible and what requirements are.</p> <p>10.3 IAU 2024 <i>Permanent note: All input for the event be forwarded to Case Rijdsdijk for onward communication to the Organising Committee. https://astronomy2024capetown.org/</i> Nothing was discussed.</p>
11	Closure	The next Council meetings via skype at 19:30 3 July (FSC 26 June) AGM 7 August (Durban Centre)

Minutes Approved: _____ Date: _____

Attachments in support of minutes:

ASSA Communication 190408
Honorary Members ASSA from CdC 190412
Scholarship report 190422

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 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

END