



RASC N.B. Business Meeting
Jan. 21, 2012 at 10:30am
UNB Fredericton, Room 203, Forestry & Earth Sciences Building

- 1.0 Call of meeting to order
- 2.0 Additions/Changes to and Adoption of agenda
- 3.0 Approval of minutes for Nov.19, 2011 business meeting
- 4.0 **Council Reports:**
 - 4.1 President's Report
 - 4.2 1st V.P Report
 - 4.3 2nd V.P. Report
 - 4.4 Treasurer's Report
 - 4.5 Secretary's Report
 - 4.6 Past President Report
 - 4.7 National Rep
- 5.0 **Committee Reports:**
 - 5.1 LPAC Committee
 - 5.2 Education Committee
 - 5.3 Star Party Committee
 - 5.4 Newsletter
 - 5.5 Website
 - 5.6 Library
- 6.0 **Old Business:**
 - 6.1 Rapid purchasing/Reimbursement Policy (Curt)
 - 6.2 Merchandising (Chris)
 - 6.3 Magazine Subscriptions at Club Rates (June/all)
 - 6.4 Raffle prizes(all)
- 7.0 **New Business:**
 - 7.1 EU Certificates (Chris)
 - 7.2 Committee renewals(Curt)
 - 7.3 2012 Meeting Locations
 - 7.4 Letter to N.B. Government re light pollution from shale oil wells
- 8.0 **Action List Review:**
 - 8.1 Contact former members (Curt)
 - 8.2 2010 GA presentations (Curt)
 - 8.3 Tripod for solar scope (Paul)
 - 8.4 Chant Medal application (Paul/Chris)
 - 8.5 Center information for website: mentoring, meetings, telescope, etc. (Curt)

8.6 Meeting visitor's package (Paul)

8.7 E-Mail to members re availability of club telescope (June)

8.8 Gather information on obtaining magazine subscriptions (June)

Motion for Rapid Purchasing Policy:

- a) Items \leq \$100 require the approval of the President or First Vice President and the Treasurer or Alternate Treasurer.
- b) Items $>$ \$100 and \leq \$300 require the approval of at least six voting members of Council.
- c) Approval shall be obtained through emails.
- d) The purchaser may obtain a cheque from the Treasurer or alternate prior to the purchase, or be reimbursed after making the purchase.
- e) Receipts of purchases shall be given to Treasurer.
- f) Rapid purchase transactions shall be recorded in the following Treasurer's report.
- g) Purchases $>$ \$300 shall be approved at a meeting of the Council.
- h) There should be no attempt to circumvent the rapid purchase policy by requesting multiple purchases for separate items that compose parts of a whole item.

Motion for Reimbursement Policy for Outreach Travel Expenses:

- a) RASC NB members may be reimbursed, at their request, for travel expenses when travelling $>$ 100 kilometres (return) for the purpose of participating in a public outreach event related to astronomy.
- b) The reimbursement cost per kilometre of travel shall be 10% of the gas pump price per litre.
- c) The Council shall be notified of the request by email.
- d) The member making the request shall record the outreach event through the RASC National Web page.
- e) Reimbursement will be made at the next meeting.
- f) This policy does not apply to travel to star parties.

9.0 Adjournment