

**Canadian Acoustical Association**  
**Minutes of the Board of Directors Meeting**  
**11 October 2005**  
 London, Ontario

Present: S. Dosso (chair), D. Giusti, D. Quirt, A. Behar, V. Parsa  
 C. Buma, C. Giguère, R. Ramakrishnan, J. Bradley, N. Collison

Regrets: D. Stredulinsky

The meeting was called to order at 7:00 p.m. After a brief review of progress on action items, the minutes of Board of Directors meeting on 17 May 2005 were approved as published in Canadian Acoustics (June 2005 issue). (*moved A. Behar, seconded R. Ramakrishnan, carried*).

**President's Report**

Stan Dosso reported that there have been no major changes or problems in the affairs of the Association. He noted the success of the joint meeting of ASA and CAA in Vancouver in June, and encouraged future collaborations of this nature.

**Secretary's Report**

David Quirt reported that gradual increase in membership has continued through FY2004/05. As of the end of August, total paid membership was 395 (an increase of 29); about 85% of the members are from Canada. The number of Sustaining Subscribers is up, and there were surges of new memberships associated with both the Ottawa and Vancouver meetings, especially for Student Members.

<b>Mailing list (1 October)</b>	<b>Canada</b>	<b>USA</b>	<b>Other</b>	<b>Change</b>
Member	219	17	10	<b>+14</b>
Emeritus	2		1	<b>+1</b>
Student	66		7	<b>+14</b>
Sustaining	38	3	1	<b>+2</b>
Direct	9			<b>- 2</b>
Indirect	9	6	7	<b>-</b>
	<b>Total = 395</b>			<b>+29</b>

To ease membership renewal, the Secretary and Treasurer have continued the option of payments by VISA, and 40% used this method. To strengthen CAA communication via e-mail, and to reduce errors in mailing *Canadian*

*Acoustics*, systematic updating of all membership address data including e-mail was continued in the renewal process.

Secretarial operating costs for FY2004/05 were \$1031.35, mainly for mailing costs and postal box rentals. Issues of Noise News International were mailed as they arrived, to the 42 members who have requested this optional service, but shipment from the publisher in the USA is usually late. A budget increase to \$1200 for the next fiscal year was requested, to cover increasing costs for mailings. Immediate transfer of \$1000 from the Treasurer was also requested. (*D. Giusti moved acceptance of report and the approval of the funding transfer, seconded N. Collison, carried*)

**Treasurer's Report**

The Treasurer, Dalila Giusti, submitted a report and a financial statement prepared by our auditor, Paul A. Busch, for the fiscal year ending August 31, 2005. It was a good year financially. Interest on our capital fund (\$5122) exceeded the \$4750 requirement for prizes this year. Most major expenses were essentially as budgeted, and the conference in Ottawa made a significant profit. Overall, total assets at fiscal year-end had risen by ~\$11k to \$269,812.

Movement of \$15,000 from the operating to the capital fund, and investment of available capital funds at discretion of the Treasurer, were authorized. (*Moved A. Behar, second by D. Quirt, carried*).

A draft budget for FY2004/05 was presented and discussed. Given the small increases

forecast in most expenses, the projected revenue would be \$2275 below expenses if fees are held constant and there is no additional revenue due to the conference in London or increased memberships and advertising. It was unanimously agreed not to recommend an increase in membership and subscription fees. Instead there will be a focus on increasing advertising revenue, by recruiting two advertising managers and raising the fee for a full-page advertisement to \$300, with pro-rated increases for smaller ones. (*Moved A. Behar, seconded by V. Parsa, carried.*)

The Board decided that fees for early registration at the annual conference should be at least \$300 for members and \$100 for students, with increases for late registration and/or expensive locales. (*Moved by R. Ramakrishnan, second N. Collison, carried.*)

The Board commended both the Treasurer's detailed budget plan, and her accurate budget forecast for the past years, and strongly encouraged her continued service. (*A. Behar moved acceptance of Treasurer's report, C. Buma seconded, carried.*)

### **Editor's Report**

The Editor, Ramani Ramakrishnan, presented a brief report on issues related to content, appearance, and publication process for *Canadian Acoustics*. A special issue is planned in June 2006 featuring papers on wind turbine noise from a conference in Banff. Ramani announced that he has a comfortable backlog of publishable papers, including many from international sources, but he recommended that moving to 6 issues per year be postponed until advertising revenue is brought above the 2004 levels. To support this objective and reward our frequent advertisers, the editor was authorized to offer a special at 2005 rates for those willing to pay in advance for advertisements in all four issues in 2006. (*Moved D. Quirt, seconded by D. Giusti, carried.*)

The relationship with the current printer is very smooth, and each issue goes out promptly. Overall, the publication is proceeding smoothly with substantial technical content, and the

Board expressed their thanks for the huge effort by the Editor. (*D. Giusti moved acceptance of Editor's report, D. Quirt seconded, carried.*)

### **Conferences – Past, Present & Future**

2004 Ottawa: John Bradley reported that the conference was among the largest in CAA history. Total registration was 153, and income exceeded expenditures by \$14,161, plus \$1500 for 37 membership fees. John Bradley was Conference Chair, Brad Gover was Technical Program Chair, and many other CAA members in Ottawa helped. The Board congratulated the Ottawa team on their success.

2005 (Vancouver): Stan Dosso reported the resounding success of the joint ASA/CAA meeting in Vancouver in May 2005. Attendance was excellent, and those who participated commented on the outstanding facilities, sessions, and social events. Murray Hodgson was Conference Chair, Stan Dosso was Technical Program Chair, and other CAA members in Vancouver had key roles on the organizing team. There was strong consensus that such joint ventures are worth supporting.

2005 (London): Meg Cheesman presented a preliminary report on the London Ontario conference just beginning (with M. Cheesman as Conference Chair, Vijay Parsa as Technical Chair, and other London members in significant roles). Pre-registration was 80, with about 70 abstracts submitted, 10 exhibitors expected, and 3 plenary speakers. Special sessions in hearing aids, speech sciences, and biomedical ultrasound are scheduled, and student participation seems above average. The Board thanked and encouraged the London team.

2006 (Halifax): Nicole Collison reported on arrangements for the meeting planned in downtown Halifax. Hotel negotiations are near completion, and a detailed announcement will be in December's *Canadian Acoustics*. The team has proposed that CAA implement a database for online submission of abstracts and papers. There was strong agreement that this would be an extremely useful extension of the CAA website, and Dave Stredulinsky's willingness to pilot this improvement was

applauded. (*Allocation of \$600 for the fees and setup proposed by N Collison, seconded D. Giusti, carried.*)

2007 (Undecided locale): Options for 2007 were briefly discussed, and the President offered to pursue potential organizers.

(InterNoise 2009 in Ottawa): The possibility of hosting the InterNoise conference in Ottawa in collaboration with INCE-USA was presented to the Board. An organizing team (Trevor Nightingale as Chair, Brad Gover as Technical Chair, and a large supporting cast) has prepared a preliminary proposal, which was considered by the Board. The Board endorsed the proposal in principle, on the proviso that INCE-USA would assume financial risk. (*Approval for co-sponsoring the proposed InterNoise 2009 in Ottawa moved by A. Behar, seconded C. Buma, all in favor.*)

## Awards

Christian Giguère presented a report, based on submissions from the Awards Coordinators. Specific progress for various awards was:

- Shaw Prize not awarded,
- Bell Prize awarded,
- Fessenden Prize awarded,
- Eckel Prize awarded,
- Hétu Prize awarded,
- Award for the Canada-Wide Science Fair presented.
- Directors' Award for Student awarded.
- Directors' Award for Professional awarded,
- Student travel subsidies and presentation awards for CAA conference will use the full budget allocation (strong competition).

Awards are distributed well across Canada.

## CAA Website

Stan Dosso led an informal discussion of the CAA website. The Board expressed their heartfelt thanks to Dave Stredulinsky, who has agreed to continue as webmaster for the time being. Overall, there was enthusiastic support for the content, especially the pages used for the annual conference, and the proposed implementation of database capability for the

website as presented in Halifax Conference plans.

Addition of identifying categories and brief descriptions (text supplied by Subscriber, or a link to their website) to the section for Sustaining Subscribers was approved in principle. (*Proposed by D. Quirt, seconded by D. Giusti, approved.*)

## Nominations / Change of Directors

All members of the Executive have agreed to continue for another year. Thanks were expressed to Raymond Panneton and Megan Hodge who came to the end of terms at this time, and to Corjan Buma who has agreed to an extension of his term. A slate of nominees has been established for presentation at the AGM, with due regard for regional distribution.

## Other Business

S. Dosso will investigate using teleconferencing on a trial basis for May 2006 Board meeting. Some requests for sponsorship were discussed, but no contributions were approved.

## Adjournment

D. Giusti moved to adjourn the meeting, seconded by R. Ramakrishnan, carried. Meeting adjourned at 10:40 p.m.

## Special Action Items (Continuing or Arising from the Meeting)

- D. Quirt: Communicate with Sustaining Subscribers, to assemble supplementary information for the website listing of Sustaining Subscribers.
- D. Giusti: Transfer funds to secretarial account for administrative expenses, and transfer advance funds for Halifax conference. Transfer \$15,000 from Operations to Capital account, and proceed with investments from Capital Fund.
- S. Dosso: Recruit team for 2007 CAA conference. Send letter of thanks to Auditor. Arrange Board teleconference in May, if members support this option.