

Canadian Acoustical Association
Minutes of the Board of Directors Meeting
10 October 2006
Halifax, Nova Scotia

Present: Stan Dosso (chair), Dave Stredulinsky, David Quirt, Alberto Behar, Rich Peppin, Corjan Buma, Christian Giguère, Ramani Ramakrishnan, Nicole Collison
 Regrets: Dalila Giusti, Anita Lewis, Vijay Parsa, John Bradley

The meeting was called to order at 5:10 p.m. After a brief review of progress on action items, the minutes of Board of Directors meeting on 22 April 2006 were approved as published in Canadian Acoustics (June 2006 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 credits this to sustained efforts by Board members, who have kept all the major activities of the Association proceeding steadily. He also noted the sustained high level of papers both at the annual conference and in *Canadian Acoustics*.

Secretary's Report

David Quirt reported that the surge of new memberships associated with the Ottawa meeting seems to have passed, so membership declined by 15 to 380 as of 4 October. However, total renewals and new members were the same as last year, about half the new members from the 2005 meetings have renewed, and the number of Sustaining Subscribers continues to rise.

Mailing list (4 October)	Canada	USA	Other	Change
Member	198	20	6	-22
Emeritus	2		1	0
Student	70	2	6	+5
Sustaining	42	4	1	+5
Direct	5	2	0	-2
Indirect	9	7	5	-1
	Total = 380			-15

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 membership address data including e-mail was continued in the renewal process.

Issues of Noise News International were mailed as they arrived, to the 47 members who requested this option, but shipment from the publisher in the USA is consistently 4-6 months late.

Secretarial operating costs for FY2005/06 were \$1468 (slightly higher than last year), mainly for mailing costs and postal box rentals. A budget of \$1500 for 2006/07 was approved. (*Moved by R. Peppin, second R. Ramakrishnan, carried.*)

Overall, the routine process of the Corporation is proceeding without major problems. Report was accepted. (*Moved R. Peppin, second R. Ramakrishnan, carried.*)

Treasurer's Report

The Treasurer, Dalila Giusti, submitted a report and a preliminary financial statement, but was unable to attend the meeting. It is a quite typical year financially. Interest on our capital fund in 2005/06 was \$5293, which almost covered the \$5750 expense for prizes in 2005/06, but there would be a shortfall of more than \$3000 if all prizes were awarded. (Note that steps to increase income from the capital fund were authorized at the Board meeting in April 2006.) Most expenses were essentially as budgeted, and the conference in London made a significant profit. Total assets

increased again this year, to \$287,333 at fiscal year end (31 August 2006).

The Treasurer's report presented a proposed fee structure, and this was discussed. The basic principle of small changes every few years to avoid major changes was reconfirmed. The Secretary was asked to review the fee history; this showed that rates for Sustaining Subscribers have been steady for 5 years, but those for Members and Students changed just 3 years ago. A new fee structure (\$50 more for Sustaining Subscribers, other rates constant until next year) was accepted for presentation at the Annual General Meeting.

(Moved C. Buma, second A. Behar, carried.)

The Board accepted the Treasurer's report, subject to submission of the Auditor's report.
(Moved R. Peppin, second N. Collison, carried.)

Editor's Report

The Editor, Ramani Ramakrishnan, presented a brief report on issues related to content, appearance, and publication process for *Canadian Acoustics*. Some highlights:

- A special issue in June 2006 featured papers from a conference on wind turbine noise; other conferences will be featured in 2007 and 2008.
- An issue emphasizing articles in French is planned for March 2007.
- The backlog of invoices for advertising has been handled.

At the previous Board meeting, the Editor was asked to cost options and create a proposal for increasing the number of issues per year to five or six. Although the supply of technical content would permit this, it appears this would increase the annual cost by more than \$10,000, so the Board accepted the Editor's suggestion to remain at 4 (larger) issues/year. It was noted that the Editor plans a sabbatical in 2008 or 2009, but expects to be able to handle most editorial duties via e-mail. It was agreed we should find an associate/understudy to support the Editor during this period.

The Board accepted the Editor's report.
(moved D. Quirt, second A. Behar, carried.)

CAA Conferences – Past, Present & Future

2005 (London): Vijay Parsa presented the final report on the London Ontario conference at the preceding meeting (See June 2006 issue of *Canadian Acoustics*.) The conference was a success financially and the program was excellent; the Board repeated thanks to the London team.

2006 (Halifax): Nicole Collison reported on current status of the Halifax meeting. Many special sessions were organized, and 75 papers were accepted including two plenaries. Attendance of about 100 is expected. Nine exhibits have been booked, which uses all the space available for exhibitors, and there are many sponsors for social parts of the meeting. In addition to the banquet on Thursday night, Wednesday evening will feature an "Icebreaker" event with entertainment by local group *Gypsophilia*. Another new feature is a questionnaire to get feedback for planning future meetings. The Board thanked the organizers for their excellent preparations, and congratulated them on the many new and appealing features of this conference.

2007 (Montreal): Rama Bhat of Concordia University reported on arrangements for the Montreal conference on 9-12 October 2007. They anticipate about 200 papers, with strong emphasis on aerospace – Montreal's aerospace community is heavily involved. Sessions will be in the new Engineering and Visual Arts Building at Concordia, with exhibits in the building across the road. This arrangement caused some concern, and it was agreed that long breaks or some other way to encourage attendance at exhibits (perhaps poster sessions?) should be devised. This meeting will deviate from our usual pattern by not having catered lunches included in the conference fee, and blocks of rooms are booked at several nearby hotels. Dr. Bhat was thanked for the work to date, as the Board expressed eager anticipation for a meeting in Montreal.

Awards

Christian Giguère presented a detailed report. There are applications for all awards except the Shaw Prize. Winners will be announced at the CAA banquet on Thursday (except for student presentation awards to be given at the final lunch

on Friday) and also reported in Canadian Acoustics. Alberto Behar has assumed responsibility for judging the student presentations, and he recruited judges and initiated a discussion of how to improve the judging process.

Some further updates of the web pages to clarify rules for specific prizes are planned, but good progress has already been made on this. A master list of award winners in past years is also being prepared, and should be posted on the website soon. The Board thanked Christian and his Coordinators.

CAA Website

This report began with discussion of Dave Stredulinsky's request for replacement as Webmaster. The Board expressed thanks to Dave, who has maintained this activity for years and has agreed to continue as Webmaster until a replacement is found. It was agreed that an advertisement for Webmaster should be included in the December issue of *Canadian Acoustics*, and Board members were asked to support this search.

There was enthusiastic praise for the steadily improving site, especially the implementation of database capability to facilitate abstract and paper submission for the Halifax Conference. The Jobs Wanted & Available page seems to be a huge success, due to Dave's continuing screening and updating of content. Creation of an online archive of Canadian Acoustics was discussed. Some progress has been made in preparing back issues – the Board decided previously that the archive should include all issues more than 2 years old, and be freely available online. Dave noted that there has been no further progress in researching our options for online payment.

The Board thanked Dave for his report, and his huge contribution to this facet of CAA.

Other Business

(InterNoise-09 in Ottawa): Organization for the InterNoise-09 conference in collaboration with INCE-USA was presented briefly to the Board. The organizers (Nightingale and Gover) expect

final approval at the InterNoise Conference in December. Merits of merging the CAA meeting in 2009 into this (as was done for ICA in 1985 and InterNoise in 1990) were briefly debated.

Nominations for open positions on the Board were discussed. Mark Cheng has resigned from the Board due to a change in his job, and Corjan Buma is coming to the end of his term. The Board thanked these Directors for their contributions to our Association. Stan has recruited Dave Chapman (a Past President) to manage the nomination process in the AGM; he committed to coordinate final preparations to confirm the slate to be presented at the AGM on 12 October.

New options for membership grades and fees were discussed, including Lifetime Memberships, and fees for retired and Emeritus Members. The Secretary was assigned to investigate options and procedures and to prepare a proposal.
(Moved R. Peppin, second A. Behar, carried.)

Adjournment

Ramani Ramakrishnan moved to adjourn the meeting, seconded by Nicole Collison, carried. Meeting adjourned at 9:15 p.m.

Action Items Arising from the Meeting:

S. Dosso: (1) With Dave Chapman, organize nomination process for AGM. (2) Discuss with the organizers in Ottawa, the potential for merging CAA into InterNoise in Ottawa in 2009

D. Quirt: (1) Assemble and send a set of back issues of *Canadian Acoustics* to be converted to pdf files for the archive. (2) Prepare proposal for new forms of membership.

D. Giusti: (1) Prepare proposal for new investment, of \$40k from Capital Fund. (2) Deal with Auditor's report for 2005/06 and present to the Board.

R. Ramakrishnan: (1) With Dave Stredulinsky, prepare an advertisement for a new Webmaster. (2) Recruit an associate to support production of the journal during upcoming sabbatical.

C. Giguère: (1) Proceed with website list of past winners and clarification of prize rules.