

## **CINP Board Meeting Minutes**

**Date of the meeting : June 14, 2015**

### **Board Members in attendance :**

Jean Barrette, Jens Dilling, Gerald Gwinner, Dave Hornidge, Garth Huber, Rituparna Kanungo and Jeff Martin

### **Scientific Working Group Chairs in attendance :**

Iris Dillman, Charles Gale, Adam Garnswarthy, Juliette Mammei

### **1. Approval of the Agenda**

Jean moved to approve the agenda and Gerald seconded. The agenda was unanimously approved.

### **2. Approval of Minutes from May 11 2015 Board meeting**

Jens moves and Jean seconded to approve the minutes, all were in favour.

### **3. Introduction of new Board member and non-voting Observers**

Garth introduced new Board member Dave Hornidge. He also introduced the scientific working group members (listed above) who were on the Long Range Plan CINP Brief writing committee. They were present in the meeting as 'observers'.

### **4. Appointment of officers**

#### **(a) Board Officers :**

President : Current President Jens moved to nominated Ritu as the new President, Jean seconded., all were in favour.

Vice President : Current Gerald Vice President will continue serving

Secretary : Current secretary Ritu nominated Jeff as the new secretary, Jean seconded all were in favour

#### **(b) Appointment of Treasurer :**

Sonia Bacca was appointed as Treasurer. She replaces Paul. Jens described the process that was followed to appoint her. Jens moved and Ritu seconded to appoint Sonia for 5 years.

Garth said nothing has happened yet for Paul's discussion with Sonia. He said it is better if it can be done by August. It should definitely be before new NSERC installment comes. Non-NSERC funds will be shifted at the end of the fiscal year. NSERC grant maybe shifted bit earlier.

### **5. Executive Director Report**

(a) Garth went through the draft of his presentation for the CINP, AGM.

(b) Garth received inquiry from a CINF member who is interested in adding CINF in his/her will for scholarship money.

CINF is not a registered charity. There would need to be some changes to the by-laws, in order to qualify for this. Jens asked what are the costs and what are the legal implications if CINF were to do this. Charles asked if IPP is a registered charity. Garth replied they are not. Jens said one requirement for CINF to be a registered charity is that we need audit to each year. Juliette asked a question on charity. Garth explained that the person could donate, but CINF would have to take the tax into account and finally may not benefit.

## **6. Discussion with observers**

Jens asked the working group chairs if they got good response from the community for writing the briefs. Did the process of soliciting input work well ?

Adam reported that the response was good and timely.

There was a discussion that no high resolution FTE of personnel is required for preparing the brief.

Iris said there were two groups who did not submit briefs. They are ones working on astrophysical modeling. Since they are from the Astronomy program and not a part of the SAP envelope therefore it was discussed that they might not submit material for the briefs. Garth said they can provide scientific information but no funding information.

Zisis has been setting up a webpage for the Chairs for the brief writing.

## **7. Other business**

(a) Garth raised a discussion that his present term end in June 2016. He explained the situation at his end. Garth's post doc. is currently hired part-time for teaching the courses for which Garth gets a release via the CINF support. If Garth's position as executive director is renewed he would like to setup in advance to continue this process. Otherwise he will have to plan different while submitting his NSERC grant request in fall 2015 to support his post doc. He therefore expressed a desire that the Board deals with this by this fall.

(b) Jens asked if the Board will look at the briefs before they get circulated to the community. It was decided that this will be done in August.

Garth said there was a criticism from the previous long range plan writing committee that the last brief was not sufficiently clear. He said the writing committee meets Aug.6, 7 at TRIUMF to combine the individual sections into the composite brief document.

## **8. Dates for next meeting**

The tentative date for the next Board meeting was set for second week of August. Garth will send out a doodle poll.

## **9. Adjourn**