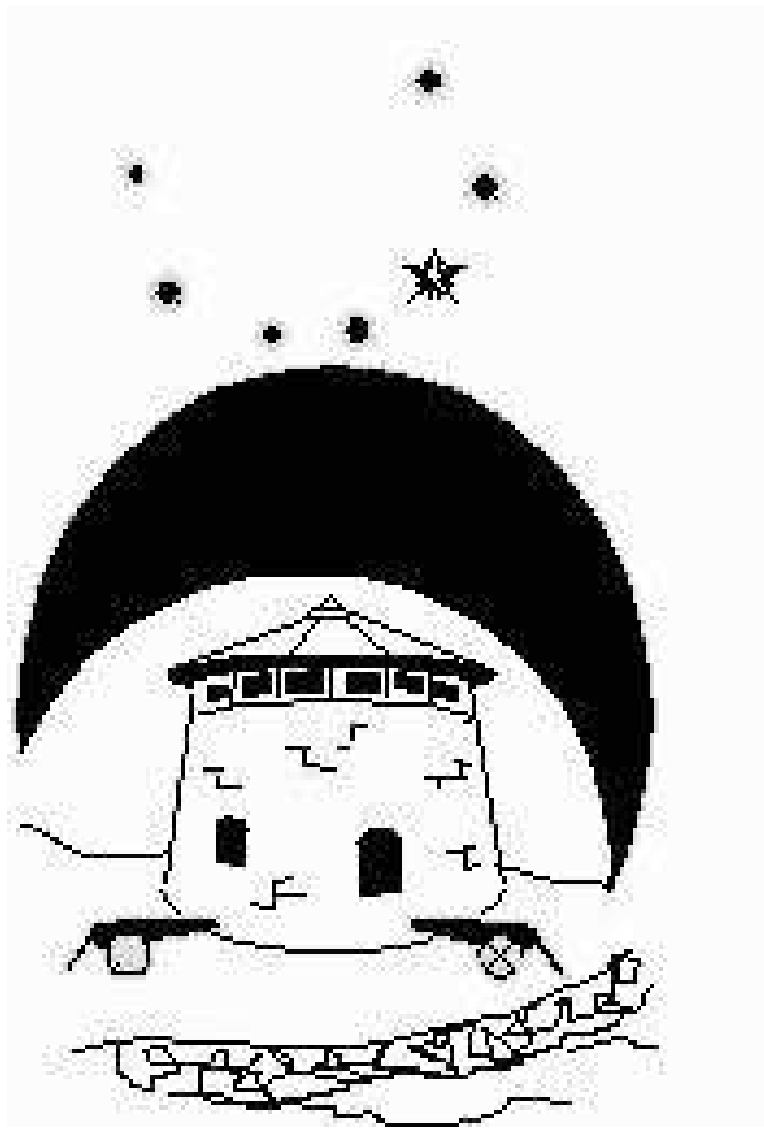


# *RASC Kingston Centre Member's Handbook*

2003 April



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## Introduction

The Royal Astronomical Society of Canada is a Nation-wide, non-profit, charitable organization devoted to the advancement of Astronomy and related sciences.

The Society dates back to 1868 when 8 amateur astronomers founded an astronomical club in Toronto. An expanding group obtained a charter in 1890, and the name The Royal Astronomical Society of Canada was adopted in 1903 with the permission of King Edward VII. There are now 26 Centres in Canada with approximately 4600 members from coast to coast. The membership, which is composed primarily of amateurs, also includes many professional astronomers.

The **Kingston Centre** was established in 1961 and currently has approximately 150 members. We meet regularly on the 2<sup>nd</sup> Friday of every month at Queen's University. Excellent speakers are featured. There are slide presentations and members are encouraged to share their latest interest. These meetings are free and guests are always welcome. There are a number of activities available to help members better enjoy their hobby such as: the monthly Observers Group meetings; monthly Public Observing Sessions, monthly CCD Group Observing and Amateur Telescope Making Group meetings and the annual banquet and awards night.

In 2000, our Centre initiated the annual Fall'N'Stars Star Party. All these events are planned & operated by centre volunteers and members are encouraged to lend a hand. A notice of all upcoming events is published in our monthly newsletter, *Regulus*, on our web site (<http://www.rasc.ca/kingston>) and on a telephone infoline/answering machine 613-377-6029.

Members are encouraged to get involved in any one of the many committees set up to carry out the smooth and efficient running of the Centre. If you are interested in the Centre administration, our elections are held in the Fall at our Annual General Meeting and all members in good standing are welcome to run for office. For information regarding these positions, please contact any of the Centre Executive (<mailto:rascexec@cliff.path.queensu.ca>) Many of our members are relatively new to astronomy as a hobby, but by participation in any or all of the events listed above, one will soon learn new skills (and make new friends) in the exciting field of astronomy.

### **Handbook Intent:**

This is intended to give an overview of the Kingston Centre and its activities to its members, and what is involved in some of the work entailed in keeping the Centre running.

If anyone has suggestions for changes, additions, deletions or comments in any way, please notify the Editor.

Updates are planned at least once a year after the Fall Elections, and more likely once a month as many good suggestions are coming in!.

## Committees

The main work of the Kingston Centre is initiated and performed at the committee level and all of them are looking for more involvement and help by the general membership. Currently, the most active committees are the ATM, Education, Light Pollution, and Observing Groups.

**Please consider becoming actively involved in one or more of the Centre's committees.**

Committee Chairs are appointed by the Incoming Executive for each calendar year based on volunteers, interest, strong arm browbeating and bribery. Committee Members are appointed by the Committee Chairs on much the same basis.

One member of Council is required to be a member of each active committee. The President is an ex-officio member of all committees. Otherwise many Committees are Committees-of-One, as much as we would like otherwise.

### **Existing Standing Committees/Chairs/Coordinators (2003 January)**

- Amateur Telescope Making (ATM) Group
- Astronomy Day Coordinator
- Awards Chair
- CCD Group
- Education Group
- Equipment Loan Coordinator
- Fall-N-Stars Coordinator
- Light Pollution Abatement Group
- Observing Coordinator
- Publicity Coordinator
- Public Observing Chair
- Sky Is the Limit Festival Coordinator
- Social Activities Group (includes BBQ's Awards Dinner, etc)
- Webmaster

### Existing Committees/Chairs/Coordinators

#### Amateur Telescope Making Group

<b>Objectives:</b>	Is responsible for organizing, designing, planning and building various ATM projects, both for the Centre and for members.. A member of Council and other members of the Centre comprise the ATM Committee. A central ATM workshop is needed to house the Grinding Machine and other inventory (grit, parts, tools, optics, etc) the Group holds.
<b>Chair:</b>	Brian Hunter (2003)
<b>Members:</b>	
<b>Status:</b>	Active
<b>Activities:</b>	<ul style="list-style-type: none"> <li>- Design, plan and built the 8" Fitzgerald Dobsonian Telescope</li> <li>- Design, plan and built the 8" Barney Dobsonian Telescope</li> <li>- Designing, planning and building of 24" Venor Dobsonian Telescope</li> <li>- Providing expert assistance to members building their own ATM projects.</li> </ul> <p><b>Duties &amp; Responsibilities of Committee Chairs - ATM Group</b></p> <ul style="list-style-type: none"> <li>- prepare a budget for the upcoming year (January)</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- maintain ATM equipment and parts inventory</li> </ul>
<b>Proposed Activities:</b>	<ul style="list-style-type: none"> <li>- Design and build a dedicated solar telescope for public events (with large display)</li> <li>- Design and build an Equatorial Tracking platform for Dobsonian telescopes (a Poncet platform)</li> <li>- Design and build an number of type 4 double arm barn door tracking platforms (some for the loan program, some for members, some for sale)</li> <li>- Assist in the design and building of the Centre Observatory.</li> </ul>

**Astronomy Day Coordinator**

<b>Objectives:</b>	Is responsible for coordinating the International Astronomy Day/Week event
<b>Chair:</b>	Don Cooke (2003)
<b>Members:</b>	Kim Hay, Kevin Kell
<b>Status:</b>	Active
<b>Activities:</b>	<p><b>Duties &amp; Responsibilities of Committee Chairs - Astronomy Day</b></p> <ul style="list-style-type: none"> <li>- set location and date for at least one annual Public Display, sign contract for location, arrange for member volunteers to man the display, be there for setup, shutdown and preferably for the whole event as the person-in-charge.</li> <li>- get the Observing Chair to organize solar (noon hour) and stellar (evening) observing sessions either the week before or after Astronomy Day</li> <li>- write suppliers of handout material (Sky &amp; Tel, Astronomy, Skynews, etc)</li> <li>- ensure the centre has sufficient quantities of brochures: rasc-kc (200), ATM (100), LPA (100), business cards (200) from the Editor or Publicity Chair</li> <li>- ensure plenty of display materials available from Center stores and members</li> <li>- prepare a budget for the upcoming year (January)</li> <li>- arrange for appropriate displays</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- estimated previous budgets for this event (excluding regular brochures, etc) is about \$100</li> <li>- think about more than one display per year, possibly in different locations, or longer term displays (like in public libraries, malls, etc)</li> </ul>
<b>Proposed Activities:</b>	

**Awards Committee**

<b>Objectives:</b>	Is responsible for maintaining the Centre's Awards information, selecting recipients for the annual awards and presenting them at the Annual Awards Banquet. In addition it is responsible to nominate and submit to national office those names that may be eligible for National Awards.
<b>Chair:</b>	
<b>Members:</b>	
<b>Status:</b>	Active
<b>Activities:</b>	<ul style="list-style-type: none"> <li>- Award the <b>AV Douglas Award</b> (select the member according to the Douglas award guidelines, get the name engraved on the large plaque and get a smaller plaque for the award winner)</li> <li>- Produce the Centre's "<b>Mighty Thank You</b>" Awards for over and above contributions to the Centre that year with names given by the president).</li> <li>- Implement Centre version of National Membership Certificate.</li> </ul> <p><b>Duties &amp; Responsibilities of Committee Chairs - Awards Group</b></p> <ul style="list-style-type: none"> <li>- prepare a budget for the upcoming year (January)</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- organize AV Douglas Award group, select winner in secret, get Big plaque from president or previous holder in September, get big plaque updated, get small plaque for winner.</li> <li>- organize Mighty Thank You Awards for members contributing above and beyond (plastic frames from Business Depot, custom inkjet printing job)</li> <li>- manage the judging and prizes awarded annually to the Kingston Area Science Fair - we normally give out <ul style="list-style-type: none"> <li>1<sup>st</sup> Prize: a one year RASC-KC membership</li> <li>2<sup>nd</sup> Prize: BOG</li> <li>3<sup>rd</sup> Prize: RASC Current Year Calendar</li> </ul> </li> </ul> <p>in the event of partnered projects, we may award two prizes of each based on the judgement of the Awards Chair.</p>
<b>Proposed Activities:</b>	- Design and document new centre awards (ie Best Observer of the Year, Best Research of the Year, Best Seminar Presentation etc)

**CCD Group**

<b>Objectives:</b>	Be responsible for the implementation of projects and activities designed to promote interest in the science of astronomy among the school system and the general public. A member of Council and one other member of the Centre comprise the Public Education Committee.
<b>Chair:</b>	Jan Wisniewski (2003)
<b>Members:</b>	Kim Hay, Kevin Kell, Doug Angle, Robert Olson, Tom Dean, Fred Barrett
<b>Status:</b>	Active
<b>Activities:</b>	Monthly meetings introducing CCD imaging techniques, protocols, software and hardware
<b>Proposed Activities:</b>	<ul style="list-style-type: none"> <li>- Design plan and build CCD imaging systems for the 24" telescope</li> <li>- Assist in the design, planning and building of CCD systems by members</li> <li>- Act as Expert contact for CCD related questions</li> </ul>

**Education Group**

<b>Objectives:</b>	Be responsible for the implementation of projects and activities designed to promote interest in the science of astronomy among the school system and the general public. A member of Council and one other member of the Centre comprise the Public Education Committee.
<b>Chair:</b>	Laura Gagne
<b>Members:</b>	Kevin Kell
<b>Status:</b>	Active
<b>Activities:</b>	<p><b>Duties &amp; Responsibilities of Committee Chairs - Education</b></p> <ul style="list-style-type: none"> <li>- prepare a budget for the upcoming year (January)</li> <li>- review educational products for makeovers, changes, new editions, new products</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- Arrange for participation in STAO annually and other educational activities</li> <li>- coordinate astronomer in the classroom Teacher help</li> <li>- market education publications and products</li> <li>- Coordinate with the National RASC Education Committee</li> </ul>
<b>Proposed Activities:</b>	<p><b>Public Service Announcements</b></p> <p>From time to time, newsworthy events are disseminated to the media. There is no full-time person in charge of this duty. In the past, most of these releases have been prepared by xx, and xx xx</p>

**Equipment Loan Coordinator**

<b>Objectives:</b>	To manage and maintain the items in the Equipment Loan Program.
<b>Chair:</b>	Tom Dean (1998-2003)
<b>Members:</b>	
<b>Status:</b>	Active
<b>Activities:</b>	<ul style="list-style-type: none"> <li>- maintain inventory of equipment loan program and manage it, maintain equipment</li> <li>- perform an annual audit of all equipment loan with the President</li> <li>- prepare a budget for the upcoming year (January)</li> <li>- hold the inventory of Telescope and Equipment Loan Program and manage the loans to members in good standing. - currently policy is for one month terms at no charge</li> <li>- maintain the condition of the loan equipment (paint, small parts)</li> <li>- estimated previous budgets for this maintenance is about \$100</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- recommend capital equipment purchases</li> </ul>

**Fall-N-Stars Coordinator**

<b>Objectives:</b>	To organize the annual Star Party of the Kingston Centre, held in conjunction with the Belleville Astronomy Club.
<b>Chair:</b>	Don Cooke (2003)
<b>Members:</b>	Kim Hay, Kevin Kell
<b>Status:</b>	Active
<b>Activities:</b>	Book a location, set date, time, activities. Publicize. <b>Duties &amp; Responsibilities of Committee Chairs - Fall'N'Stars</b> - prepare a budget for the upcoming year (January) - Prepare an Annual Report for the Centre Annual General Meeting - estimated previous budgets for this event is about \$100 - Work with other partners in the Event (Belleville Astronomy Club)

**Light Pollution Abatement Committee**

<b>Objectives:</b>	The mandate of Light Pollution Committee (LPC) is to inform members and the community about light pollution and to influence efforts to reduce light pollution. The LPC is active in local education about light pollution, is a strong member of the RASC's National Light Pollution Committee and supports the efforts of the International Dark-Sky Association.
<b>Chair:</b>	Kim Hay (2003)
<b>Members:</b>	Kevin Kell
<b>Status:</b>	Active
<b>Activities:</b>	Designed and published an informative pamphlet about light pollution. This pamphlet is distributed at all Kingston Centre public activities and is used nationally by the RASC. Created the Responsible Lighting Award (RLA) with which the Kingston Centre recognizes local companies and organizations that use good lighting practices. This programme was officially adopted by National Council and a National RLA is awarded annually in the province of the RASC centre hosting the General Assembly. Created an award winning display about light pollution that is used at various Kingston Centre functions, such as Astronomy Day, Sky is the Limit Festival, and Charleston Lake star nights. Write articles about light pollution for the Regulus. Published a full page article about light pollution in the Kingston Whig. Working with neighbours of our Observatory to improve their lighting practices. If you would like more information or would like to help preserve dark skies, contact any of the LPC members.  <b>Duties &amp; Responsibilities of Committee Chairs - Light Pollution Abatement</b> - prepare a budget for the upcoming year (January) - Prepare an Annual Report for the Centre Annual General Meeting - liaise with Queen's University Observatory and RASC National LPA groups - research other municipalities bylaws, efforts and prepare action plan for our area. - prepare and maintain a Light Pollution Abatement Brochure and Display

**Observing Group Coordinator**

<b>Objectives:</b>	Organize and coordinate programs, meetings and activities associated with astronomical observations within the Centre. A member of Council and one other member of the Centre comprise the Observing Group Committee.
<b>Chair:</b>	Kevin Fetter (2003)
<b>Members:</b>	
<b>Status:</b>	Active
<b>Activities:</b>	<p><b>Duties &amp; Responsibilities of Committee Chairs - Observing Group</b></p> <ul style="list-style-type: none"> <li>- post email list reminders to RASCCHAT about upcoming events, post after-event reports</li> <li>- organize RASC-KC Observing Group meetings (solicit volunteers homes) monthly UNTIL the Observatory site is built</li> <li>- post email list reminders to RASCCHAT about upcoming events, post after-event reports</li> <li>- organize at least monthly observing group sessions at our Observatory or at the homes of volunteer members and post email reminders before and email reports after the events.</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- inspect and recommend Observing Awards for Centre Members (eg National Messier, Finest NGC lists, etc)</li> <li>- maintain records for these and Centre Awards</li> </ul>

**Publicity Coordinator**

<b>Objectives:</b>	Be responsible for publicizing the events of the RASC-KC to local media
<b>Chair:</b>	Kim Hay (1999-2003)
<b>Members:</b>	
<b>Status:</b>	Active
<b>Activities:</b>	<p><b>Duties &amp; Responsibilities of Committee Chairs - Publicity</b></p> <ul style="list-style-type: none"> <li>- at least monthly and in a timely fashion, notify media list of all of our public events (but not events for members)</li> <li>- media list (tv, cable, free newspapers)</li> <li>- maintain telephone number with answering machine with monthly events and pass on messages to others as appropriate</li> <li>- prepare a budget for the upcoming year (January)</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting</li> <li>- Prepare annual updates to Centre brochures (eg Centre, Getting Started, Youth Observing, and any other), business cards</li> </ul>

**Social Activities Committee**

<b>Objectives:</b>	Be responsible for the organization of any social activities of the Centre, such as, parties, banquets, receptions and picnics. A member of Council and one other member of the Centre comprise the Social Activities Committee.
<b>Chair:</b>	Susan Gagnon (1999-2003)
<b>Members:</b>	Hank Bartlett, Kim Hay
<b>Status:</b>	Active
<b>Activities:</b>	<p><b>Annual Banquet &amp; Awards Night</b> is held in November. The banquet is followed by; presentation of awards to members who have performed meritorious service to the club, and dancing. The evening is always a great success.</p> <p><b>Annual Member's BBQ</b> is held in August at the home of Mark Kaye. The BBQ is a family oriented event with the club supplying hot dogs, hamburgers, salad, refreshments and desert. Members wishing something more substantial, like streak, must provided their own.</p> <p><b>Duties &amp; Responsibilities of Committee Chairs - Annual Awards Banquet</b></p> <ul style="list-style-type: none"> <li>- prepare a budget for the upcoming year (January)</li> <li>- set location and date for Annual Awards Banquet, usually held in November before the Christmas Rush</li> <li>- Fund raise throughout the year to help with extra expenses (ie room charge, decoration, door prizes, etc)</li> <li>- Get a guest speaker and offer free dinner and possibly a 2<sup>nd</sup> ticket for spouse/guest guest.</li> <li>- Prepare an Annual Report for the Centre Annual General Meeting and for publication in Regulus.</li> <li>- estimated previous budgets for this event is about \$200-300</li> </ul>

## Communications/PR

### Kingston Centre Communications

Mailing Address:	R.A.S.C., Kingston Centre
	P.O. Box 1973
	Kingston, Ontario
	K7L 5J6
Telephone:	613-377-6029 (recording & messages only)
Home Page:	<a href="http://www.rasc.ca/kingston/">http://www.rasc.ca/kingston/</a> redirect to <a href="http://members.kingston.net/rasc/">http://members.kingston.net/rasc/</a>

### National Society Communications

Mailing Address:	The Royal Astronomical Society of Canada
	136 Dupont Street
	Toronto, Ontario
	M5R 1V2
Telephone:	(416) 924-2911 1-800-924-7272
Fax:	(416) 924-7973
Email Address:	<a href="mailto:rasc@rasc.ca">rasc@rasc.ca</a>
Home Page:	<a href="http://www.rasc.ca/">http://www.rasc.ca/</a>

### Donations

The Kingston Centre is **\*almost** a registered Charitable Organization and is **\*almost** able to issue an Income Tax Receipt for donations made to the Centre. Our application for charitable status as a centre is in progress. In the meantime, any donations must go through the national office for tax receipts.

In addition to dollar contributions, we are always looking for used telescopes, books, computers, binoculars and other astronomy related items. A tax receipt in the amount of the fair market value of any donated **physical item** can also be issued through national office.

\*almost = we've had the paperwork process in the works for years now and one of these days we are sure it will come to a complete and final end!

## Centre Annual Events

The following annual events are sponsored by the Kingston Centre or Events that we normally Support or attend (*and the responsible committee*). Watch the Regulus newsletter for exact date, place and time.

January	
February	
March	Messier Marathon ( <i>Observing</i> ), Equinox BBQ ( <i>Social Activities</i> )
April	
May	International Astronomy Day ( <i>Astro Day Coord</i> )
June	Solstice BBQ ( <i>Social Activities</i> )
July	Sky Is the Limit Festival ( <i>Publicity</i> ), National General Assembly ( <i>Nat Council Rep</i> )
August	Markfest Annual BBQ ( <i>Social Activities</i> ) and Observing Session, Starfest, Charleston Lake Star Party ( <i>Observing</i> ), Perseid Meteor Party ( <i>Observing</i> )
September	Fall'N'Stars Star Party in conjunction with the Belleville Astronomy Club ( <i>FallNStars Coord</i> ), Equinox BBQ ( <i>Social Activities</i> )
October	
November	Annual General Meeting and Elections ( <i>President</i> ) Annual Banquet & Awards Night ( <i>Social Activities</i> )
December	Solstice BBQ ( <i>Social Activities</i> )

### General Meetings

General meetings are held on the 2<sup>nd</sup> Friday of each month at Queen's University beginning at 07:30PM. There is no charge for the General meeting and guests are welcome.

Guest speakers and member's individual projects are featured. Watch the Regulus newsletter for details.

### Annual General Meeting

*"The Annual Meeting of the Centre shall be held each year between October 1 and December 31. At this Annual Meeting, Annual Reports shall be submitted by the President, Secretary and Treasurer. The date of the Annual Meeting shall be announced at least one month in advance and shall be published in the Centre's newsletter."* Historically we held this meeting in October, but it almost always conflicted with something for many members, so as a first choice we now try to aim for November.

### Observer's Group

Observer's group meetings are held on a Friday or Saturday evening, around the time of new moon, at the home of a volunteer member beginning before dusk (to enable time to set up in the light). The meetings are very informal and oriented towards observing. On cloudy nights a short program is presented inside.

Members are encouraged to participate by presenting their personal projects; such as homemade telescopes, astrophotographs, book reviews, observations, and other experiences.

Watch the Regulus newsletter for details on the date and any last minute changes in time or location.

## Membership

The classes of membership; Ordinary, Youth, Life.

**Ordinary, Youth and Life Members** are full members of the National Society as well as the Kingston Centre. They receive all the national and local publications, and have voting privileges at both levels of the organization. Youth members must be under 21 years of age. Life memberships are purchased with the payment of a one-time fee and thereafter, no annual National membership fees is assessed for the life of the member, but Centre surcharges may apply.

## Fee Schedule

Annual Membership Fees for 2001 September 1st	
• Regular	\$49.00
• Youth ( <i>20 years or less</i> )	\$27.50
• Life Membership ( <i>one time only</i> )	\$880.00
• Associate Members ( <i>Kingston Centre</i> )	\$11.50
Extra Observer's Handbook	\$23.56
Beginner's Observing Guide	\$19.95

Extra Observer's Handbook	One copy of the Observer's Handbook is included in the Annual Membership Fee (except Associate Members). If you desired a second or third copy of the Handbook, they are available for an additional charge.
Beginner's Observing Guide	The Beginner's Observing Guide is available with a Discount Coupon to <b>new</b> members automatically by the National Office New Member Kit.

## Benefits of Membership

What is the benefit of a \$49.00 (\$27.50 *youth*) membership?

- Membership in **The Royal Astronomical Society of Canada**, Canada's oldest, non-profit, royally acclaimed scientific society.
- Association with the **Kingston Centre** of the RASC.
- Subscription to the Kingston Centre's **Regulus** newsletter, a \$10.00 benefit.
- Subscription to the **Journal** of the RASC, a \$80.00 additional benefit.
- The **Observer's Handbook**, a \*\$23.56 additional benefit.
- The **Beginner's Observing Guide** discount coupon for new members.
- Subscription to **SkyNews**, Canada's magazine of astronomy and stargazing, a \*\$24.00 additional benefit.

\* Retail prices used

## **The Society Month by Month (From National Office) (deadlines, responsibilities, etc.)**

National Council members and Centre executive members may consult this listing to determine when they are required to provide information to or receive information from National Office.

**Bold, Underline** items indicate specific deadlines due!

### **January:**

Time to start thinking about

- Displays for the GA
- Centres entries for the Simon Newcomb Award (see rules in the main body of Manual)
- Planning for Astronomy Day (usually late April or early May)

National Council Reps: the March meeting is coming--time to book your flights to get the best air fares possible. NO pays as per the **Travel Policy** for voting members of Council. Check to see what your Centre's policy is regarding their portion, if any.

**Jan. 01 Nominations for Chant Medal, Chilton Prize, Simon Newcomb and Service Awards** were due at NO yesterday (Dec 31)

Beginning of the "Publication Year". Members begin receiving the Journal with the bundling of SkyNews.

**National Treasurer:** time to send Centres their annual life members grants

**Jan 31 Centre Secretaries/Centre Treasurers:** Deadline to send your reports for the Annual Reptot (to appear in the April issue of the Journal) . Send to the NO.

**Secretaries** should send a list of their Centre's Council members and a report on the Centre's activities (see previous Annual Reports for typical content and format). The report should not exceed 700 words. Its should be typed, double-spaced and , if possible, proof read by another member of your Centre. However, the editor really appreciates reports that are e-mailed or sent on disk!

**Treasurers** are reminded to use the Financial Report form that appears in App.H. No variations from this format are possible since all reports must appear the same. Have a problem deciding where to entre some data? Contact the National Treasurer, Michael Watson (see App D for his address, phone number or e-mail address)

**NB:** Failure to send reports will result in an embarrassing blank in the Annual Report. In addition, failure to send Treasurer's Reports means the Centre is not eligible for Special Projects Grants for two years (see App )

### **February:**

Report of the Nominating Committee normally appears in the Journal for GA's held in May.

**Feb 01** Send items for March NC meeting Agenda to NO. Are your travel plans confirmed?

**Feb 01** Deadline for the June Issue of the Journal. Why not write an article about your Centre's activities

### **March:**

Centres should be seriously thinking about the GA eg. Displays, papers, requests for travel grants to NO for delegates (instuctions will be sent from NO)

\*\* Early March National Council Meeting. Usually held the first Saturday of the month. The Nominating Committee reports on the slate of candidates for the Executive positions on National Council. Others may be nominated by the procedures defined in Art. 6.05 of By-Law #1 (See By-Law #1). Fees for the following year are to be considered as a standing item for this Council meeting.

### **April:**

Report of the Nominating Committee normally appears in the Journal for the GA's held in July

**Apr 01** Deadline for the June Issue of the Journal. Why not write an article about your Centre's activities

**Apr 24** Annual Report and AGM Agenda should be received by now if the GA is on the Victoria Day weekend-- deadline a week or two later if GA is on Canada Day weekend.

**Apr 30** Deadline for receipt of **applications for GA travel grants**. These apply to National Reps (or alternates if the NR can't attend) Book flights if GA is in May.

International Astronomy Day is traditionally held late in April or early May with the date chosen to coincide with the First Quarter Moon. Astronomy Day is celebrated in many countries as an opportunity for amateur and professional astronomers to share their fascinating science with the public. What could YOU do to help celebrate Astronomy Day? The Astronomy Day Coordinator will help with suggestions. Please send a report of your Centre's activities to the Coordinator following Astronomy Day.

#### May:

**May 24** "The General Assembly is usually on the Victoria Day weekend or Canada Day weekend (more often the latter in recent years) but may be held as late as 31 July. The Annual General Meeting of the Society is held at this time. Two National Council Meetings are held in conjunction with the GA and because of this, are particularly important and special. More Centres are represented at these meetings. Remember that if your Nat. Rep can't attend, you may appoint an alternate to represent your Centre's interests and they are also eligible for a travel grant from NO provide the request was made by the 30 April deadline.

Book flights for the GA if it is on the Canada Day weekend. See App E 1-3

#### June

**June 01** Deadline for the August issue of the Journal. Why not write an article about your Centre's activities?

**June 01** Send items for the July NC Meeting Agenda to NO. GA travel plans completed?

#### July:

**July 01** Alternate date for the GA See May 24 above

#### August:

**Aug 01** Deadline for the October issue of the Journal. Why not write an article about your Centre's activities?

Time to start arranging speakers for the fall meetings in your Centre. Remember the Sept. and Oct. Meetings are the most important for attracting new members to your Centre! Try to have speakers/activities which will appeal to them. Don't forget that a Speaker's Travel Assistance Programme is operated by National Council. See App for details and deadlines for applications. Remember that the guidelines have been changed to allow one way visits but exchanges between two or more Centres may also be arranged and, indeed, are encouraged.

#### September:

Time to book flights for the October NC meeting. Remember that you will only be reimbursed by NO as per the Travel Policy (see App ) Book Now!!

**Sept 15** Send items for the October NC Meeting Agenda to NO. Have you completed your travel plans for the NC meeting?

**Sept 30** End of membership year (for opted out Centres). Some Centres use this as end of financial year as well.

#### October:

**Oct 01** Deadline for the December issue of the Journal. Why not write an article about your Centre's activities?

**Oct 01** Last day to return covers of last year's Observer's Handbook to NO for refunds and to submit requests for the new Observer's Handbook

October NC Meeting usually held on the first or second Saturday of the month (dependent on Thanksgiving)

**November:**

Time for your Centre's Council to consider nominations for Service Awards, Chant Medal, and Chilton Prize. See the *RASC Manual* for criteria. Deadline is 31 Dec.

**December:**

Time to consider your Centre's nominations for National Council Executive officers. Nominations may be sent to the Chair of the Nominating Committee ( immediate Past President) care of the NO. See Art. 6.05 of By-law #1 (By-Law #1) for the formal requirements.

**Dec 01** Deadline for the February issue of the Journal. Why not write an article about your Centre's activities.

**Dec 31** Nominations for the **Simon Newcomb Award** due at NO.

**Dec 31 Nominations are due for the Society's Awards..** Send to Chair of the Awards Committee, the Past President, care of the NO. Supporting documentaion and citations should be included with the nominations. Although the Awards Committee does not report until the March meeting, the time may be required to provide additional information. See *RASC Manual* for details for eligiblity, etc.

**Last revised 03/11/2000**

## Observing Etiquette

In order to maximize everyone's observing enjoyment it is important to be aware of certain observing rules of etiquette. These rules are general common sense based on the nature of the hobby.

White lights must not be shown on the site after sundown except with the permission of all other users on the site. In particular this means:

Use red filtered flashlights, not white light.

Turn off your vehicle headlights and daytime running lights before driving into the observing site. If you can't disable your daytime running lights then park at the entrance to the site and walk in to check that nobody is in the midst of an astrophoto and warn all those already on site that you are coming in.

If there are any objections to you coming in then park out of sight of the observing site and carry in your equipment or wait until it is OK to drive in.

When leaving the site make sure others are aware of and agree with your intentions. White backup lights can ruin a photo just as well as headlights. Keep your white lights off until you clear the site.

All flashlights used on the site must be suitably red masked. If you need to use a white flashlight for some emergency purpose make sure you warn everyone on site and gain their permission before doing so.

When driving into the site park in a sensible and safe manner. Do not block the access road and try to position your vehicle to leave as much room as possible for other users. You should also try to choose a position which will make it easy and unobtrusive for you to leave with the least disturbance to others when you are ready to do so.

If you choose to set up your equipment near your vehicle in the parking area, position yourself so as not to block traffic and in a safe manner.

Be careful when moving around the site or moving equipment. It is easy to fall in the dark and hurt yourself or others or damage equipment. **Safety first!!**

Set up your equipment in such a manner as to not interfere with other people's setups.

Many people are quite willing to loan their equipment to you to try in your scope. Remember the "golden rule" of borrowing equipment is that if you damage it you replace it. Don't accept the loan of anything you aren't willing to replace if something unforeseen happens. Remember that the size of an accessory does not reflect its price. A single filter can cost over \$300!

If you want to play music, other than through headphones, ask if others mind before doing so and honour their positions.

## Publications

### Kingston Centre Publications

<b>Regulus Newsletter</b> (12 issues/year)	The Kingston Centre's Regulus newsletter is a 10 page monthly publication. It keeps the members informed about the Centre operation and astronomical happenings, both locally and globally. Members are encouraged to submit articles for publication. 6 issues are on paper and mailed out, the other 6 are strictly online.
<b>Students Guide to Careers in Space</b> (33 pg) (1998)	A Canadian based guide for students in high school about careers in science and technology, space and astronomy.
<b>Expanding Their Universe 1<sup>st</sup> Edition - The Ontario Teacher's Companion for Grade 9 Astronomy</b> (140 pg) (1999)	A comprehensive companion guide for teachers with 20 classroom activities, background material and resource lists.
<b>Expanding Their Universe 2<sup>nd</sup> Edition - The Teacher's Companion for Secondary School Astronomy</b> (161 pg) (2002)	A comprehensive companion guide for teachers with 20 classroom activities, background material and resource lists.
<b>Worlds to Discover - Astronomy for Elementary School 1<sup>st</sup> Edition</b> (140 pg) (2000)	A comprehensive companion guide for teachers with 20 classroom activities, background material and resource lists.
<b>ATM Project Book - Volume 1</b>	Coming Soon - a volume of actual ATM projects that RASC-KC members have built that you can build!
<b>Centre Members Handbook</b>	A guide for members of the Kingston Centre, updated as needed. Available online the secure website in adobe acrobat format and a single paper is available for any member requesting one (one time only due to paper costs)
<b>RASC-KC Web Site(s)</b>	The RASC-KC website is split into two parts. Part one is a small (4 Mb max) free site hosted by Internet Kingston and is <a href="http://members.kingston.net/rasc">http://members.kingston.net/rasc</a> Part two is a private site hosted by a local centre member at no charge and contains approximately 1 Gb of material including a secure members only password required area. Items open to the world are photo albums, brochures in adobe acrobat format, edited Regulus newsletter backissues in HTML and more. The secure section contains membership lists, financial and capital equipment lists, adobe acrobat versions of the Regulus Newsletter, and more.
<b>RASC-KC 40<sup>th</sup> Anniversary Yearbook</b>	A CDROM published in the Fall of 2001 marking the Centre's 40 <sup>th</sup> Anniversary. Contains archival material (website, back issues of Regulus, member web pages, etc).

## National Society Publications

<b>Journal</b> (Ed: Wayne Barkhouse)	The Journal of the RASC is a bi-monthly publication devoted to the advancement of astronomy and allied sciences. It contains articles on Canadian astronomers and current activities of the RASC and its centres, research and review papers by professional and amateur astronomers, and articles of a historical, biographical or educational nature of general interest to the astronomical community. The Journal is mailed to all Regular, Youth and Life members of the society as part of the membership package.
<b>Observer's Handbook</b> (Ed: Rajiv Gupta)	The Observer's Handbook is updated annually and was first published in 1907. It has become an internationally acknowledged reference and authority of useful astronomical data. The major sections include; Basic data, Time, Optics and observing, the sky month-by-month, Sun, Moon, Planets and satellites, Asteroids, Meteors, Comets and dust, Stars, Nebulae and Maps of the night sky. This very useful reference is included in the membership package for all Regular, Youth and Life members.
<b>Calendar</b> (Ed: Rajiv Gupta)	Edited and Designed by Rajiv Gupta Published by The Royal Astronomical Society of Canada 10" x 12.5", full colour printed on high-quality paper. This calendar was created by members of the RASC. All photographs were taken by amateur astronomers using ordinary camera lenses and small telescopes and represent a wide spectrum of objects. An informative caption accompanies every photograph. It is designed with the observer in mind and contains comprehensive astronomical data such as daily Moon rise and set times, significant lunar and planetary conjunctions, eclipses, and meteor showers.
<b>The Beginner's Observing Guide</b> (Ed: Leo Enright)	This publication is an introduction to the night sky for the novice and intermediate stargazer. It's highlights are: <ul style="list-style-type: none"> <li>● motion of the heavens, constellations</li> <li>● measuring distance, brightness and direction.</li> <li>● moon maps</li> <li>● planet positions for several years into the future</li> <li>● observing aurora, meteor showers and zodiacal light</li> <li>● comets and eclipses for several years into the future</li> <li>● choosing and using binocular and telescopes</li> <li>● tips on becoming a better observer</li> <li>● special section to help Boy Scouts, Girl Guides, Cubs and Brownies to achieve their astronomy badges</li> <li>● over 160 pages, convenient size and spiral binding, with fold-out star charts</li> <li>● <i>An excellent gift idea for any astronomy enthusiast!</i></li> </ul>

## Commercial Publications of Interest

<b>Astronomy</b>	A monthly U.S. publication available at most newsstands. Subscription: 1 year (12 issues) \$45 US P.O. Box 1612 Waukesha, WI 53187-9950 Telephone: (800) 533-6644 Fax: (414) 796-0126
<b>Sky &amp; Telescope</b>	A monthly U.S. publication available at most newsstands. Subscription: 1 year (12 issues) \$46 US P.O. Box 9111 Belmont, MA 02178-9918 Telephone: (800) 253-0245 Fax: (617) 864-6117
<b>SkyNews</b>	SkyNews is a bi-monthly Canadian magazine of astronomy and stargazing published by Terry Dickinson out of Yarker Ontario 1 year (6 issues) \$24. A one year subscription to Sky News is included in the RASC national membership fee. <a href="http://www.skynewsmagazine.com/">http://www.skynewsmagazine.com/</a> P.O. Box 9724, Station T Ottawa, Ontario K1G 5A3 Telephone: (800) 267-3999 Fax: (613) 990-3635

### Magazine Subscriptions

Special subscriptions rates are offered to members of the Kingston Centre by Astronomy and Sky & Telescope, if certain rules (mainly timing) are adhered to.

1. All members must renew at the same time, before September 30th.
2. Existing subscriptions will be extended by the group renewal.
3. The money must be in the hands of the coordinator (see below) **NO LATER THAN SEPTEMBER 30**. Any money received after this date will be returned to the sender.
4. For members renewing their subscriptions, please send your money without the renewal cards, from either magazine, as the coordinator has a list of last year's subscribers.
5. Make your cheque or money order payable to RASC Kingston Centre.
6. For current rates (\$Cdn including GST) contact: John Hurley, Treasurer

## Resources

### Library

The Kingston Centre maintains a significant library of Astronomy and related science material at the home of the Librarian. Much of the material has been donated by members from their personal collections, while other items have been acquired with Centre funds. Library items are available to all members to borrow.

Our library consists of; books, references, star atlas, photographs, slides, video disks, bound sets of back issues of Astronomy and Sky & Telescope, and newsletters from many of the other 24 RASC centres across Canada.

The library works on an honor system and members are required to sign out any material borrowed in the library lending log.

### Equipment Loan Program

The Equipment Loan Program was initiated to make a variety of different telescopes available to the membership in general, and new members in particular.

The program aimed at allowing members to gain experience with various telescopes so that they could eventually make more informed decisions when buying a scope of their own. However, it was soon apparent that other needs for scopes

existed within the Center and measures were taken to fulfill these needs. Today, the program lends 'short term' scopes to all members of Kingston Centre as needed.

At the moment, the program has five telescopes actively in use. These scopes range from 4.5" to 10" reflectors of various focal lengths. All are of good quality and kept adjusted and fully serviceable.

- Douglas 10" dobsonian
- Fitzgerald 8" dobsonian
- Barney 8" dobsonian
- Orbitor 4.5" equatorial
- Voyager 4.5"
- 3 sets of binoculars with tripods
- 1 set of binoculars without
- 5 barn door tracking platforms (Type I)
- 10" Baader Film Solar Filter
- 4.5" Baader Film Solar Filter
- 4.5" Thousand Oaks solar filter
- colour filter set
- Eyepiece

Equipment is lent out for periods of four weeks, which may be extended to suit the borrower when agreeable to the program Chair. New members take part in an information and safety session before first receiving a telescope.

To get in line for a scope, you place your name on a waiting list and you get a call when a suitable instrument is available. The program lends telescopes as they are returned and adequate notice of availability is given. To ensure maximum availability, the program expects offers of a telescope to be taken-up within two days, otherwise the available scope is passed to the next name on the list.

Take advantage of this program to improve your astronomical knowledge and skills whilst making up your mind just what your own telescope is going to be.

Enjoy your viewing.

Call the 2002 Observing Chair Tom Dean 613-389-2408 or E-mail <[thomas.dean@ece.queensu.ca](mailto:thomas.dean@ece.queensu.ca)>

## Who's Who 2003

### Executive

President	Hank Bartlett	613-378-2625	< <a href="mailto:knah@kingston.net">knah@kingston.net</a> >
Vice President	Doug Angle	613-	< <a href="mailto:douglas.s.angle@">douglas.s.angle@</a> >
Secretary	Brian Hunter	613-	< <a href="mailto:bkh@chem.queensu.ca">bkh@chem.queensu.ca</a> >
Treasurer	John Hurley	613-279-2894	< <a href="mailto:phurley@frontenac.net">phurley@frontenac.net</a> >
National Council Reps	Peggy Hurley	613-279-2894	< <a href="mailto:jphurley@frontenac.net">jphurley@frontenac.net</a> >
Librarian	David Maguire	613-372-5295	< <a href="mailto:dmaguire@kos.net">dmaguire@kos.net</a> >
Editor	Kevin Kell	613-377-6028	< <a href="mailto:kell@cliff.path.queensu.ca">kell@cliff.path.queensu.ca</a> >

### Council

Past President	Laura Gagne	613-253-1308	< <a href="mailto:laura.gagne@sympatico.ca">laura.gagne@sympatico.ca</a> >
Observing Chair	Kevin Fetter	613-	
Education Chair	Laura Gagne	613-253-1308	< <a href="mailto:laura.gagne@sympatico.ca">laura.gagne@sympatico.ca</a> >
Youth Group	not active		
ATM Chair	Brian Hunter		
PR Chair	Kim Hay	613-377-6028	< <a href="mailto:kimhay@kingston.net">kimhay@kingston.net</a> >
Astronomy Day	Don Cooke		
Fall'N'Stars Chair	Don Cooke		
Awards Chair	?		
Awards Banquet	Susan Gagnon	613-389-4710	< <a href="mailto:sdgagnon@mercury.kosone.com">sdgagnon@mercury.kosone.com</a> >
LPA	Kim Hay	613-377-6028	< <a href="mailto:kimhay@kingston.net">kimhay@kingston.net</a> >

### Other V.I.P.s

Honorary President	Dr. David Levy		
Honorary Member of the Centre			

# Appendix

## **Duties & Responsibilities of Executive - President**

- perform a visual audit of all Centre Capital Equipment (list is on secure web site) annually
- perform an inspection of the Centre's finances and sign off the centre accounts annually
- ensure meeting rooms are booked (usually delegated to Secretary or Treasurer) for the year
- Prepare an Annual Report for the Centre Annual General Meeting
- Prepare and review the Centre's Annual Objectives (do we go to STAO? Sky is the Limit Festival?, Charleston Lake Star Party? Any new projects?) and organize support for these events.
- Oversee membership retention, promotion and new memberships .

## **Duties & Responsibilities of Executive - Vice-President**

- Arrange for guest speakers for meetings throughout the year. If the speaker is from out of town and/or not a Center member, arrange for dinner before the meeting at a local restaurant (we pick up the tab). We do not normally offer an honorarium to any of our speakers. If warranted, some out of town speakers may look to be put up for the night. Center members may offer accommodation to some speakers, but we do not and can not always offer this service.
- Help the President prepare the President's Annual Report for the Centre Annual General Meeting
- encourage and organize speaker exchanges with other centres.

## **Duties & Responsibilities of Executive - Treasurer**

- standard duties include account keeping of all in and outbound \$\$
- take new memberships and forward them onto National.
- coordinate Group subscriptions to Sky & Tel and Astronomy
- Prepare a monthly balance sheet and pass onto Exec
- Prepare an Annual Report for the Centre Annual General Meeting
- sell centre publications
- manage centre assets (cash accounts, other investments)
- maintain (or receive) accurate regular membership updates
- maintain Capital Equipment inventory list
- work with Membership Coordinator to retain existing members and on membership promotion.

## **Duties & Responsibilities of Executive - Secretary**

- Check Centre mailbox (downtown Kingston) at least weekly and forward appropriately to other members.
- prepare a budget for the upcoming year (January) (stamps, stationery, etc)
- Prepare an Annual Report for the Centre Annual General Meeting and submission to National Office
- Write up thank you letters to all guest speakers, handle replies to any written inquiries
- take rough minutes of meetings and submit to Editor for newsletter and website publication
- get well cards, sympathy cards, thank you cards to donors and other such correspondence as agreed upon by the Executive Committee
- maintain and send out RASC-KC New Members Kits of information
- works with Membership Coordinator to retain and gain members

## **Duties & Responsibilities of Executive - Editor**

- newsletter preparation: take submissions and announce deadline 2 weeks before odd numbered month Fridays. Try to get to printing that same day and back for the next Wednesday.
- Monday get the latest membership spreadsheet from Treasurer and prepare mailing labels and return address labels . Create an HTML and PDF version and post online.
- We've been adding in expiry dates and RASC membership numbers to the mailing label. We've also been using Canada Post prestamped envelopes to help cut down on processing time. Wednesday (usually around the 1<sup>st</sup> of the month) get the 200 newsletters, fold and stuff envelopes, add mailing labels and mail out to members. For non-member mailings (all other RASC centres, a few other interested parties), remove any confidential information (like web site passwords on bookmarks and mail out. Get help if at all possible.
- maintain web site with at least weekly updates.

- maintain inventory of Centre publications (in conjunction with other Committees, ie Education).
- prepare a budget for the upcoming year (January)
- Prepare an Annual Report for the Centre Annual General Meeting
- Create Executive Member package and distribute as soon as possible in January (typically new year letterhead, copies of Capital equipment, This Centre manual,
- edit and publish centre publications (Careers in Space, ETU9, WTD6, ATM Project Book, etc).
- edit and publish various Centre brochures (KC, getting started, YOG, Astro Day, etc)

**Duties & Responsibilities of Executive - Librarian**

- Annually update the library catalog and audit, distribute at least annually to a centre meeting.
- update and rearrange online/offline catalogs and other items (eg video tapes)
- maintain borrowing library and track down outstanding items
- prepare a budget for the upcoming year (January) with recommended purchases
- Prepare an Annual Report for the Centre Annual General Meeting
- manage donations

**Duties & Responsibilities of Executive - National Council Representative**

- prepare a (travel) budget for the upcoming year (January) (see Executive Motion regarding additional reimbursement not covered by National Office)
- Prepare an Annual Report for the Centre Annual General Meeting
- attend NC meetings and submit minutes/notes to Regulus when appropriate
- Attend GA if at all possible, find delegate otherwise. National Provides travel \$\$ Kingston provides \$\$\$

**(Motion 2001-15: Reimbursement for NC. Motion Kevin 2nd Doug National Council Rep will be subsidized by the Centre up to \$100 per year for travel. Carried. Tom will notify National that Kingston has a Travel Policy.)**

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**Terms of Reference: Douglas Award**

**1999 December 02**

1. Name: The major award of the RASC Kingston Centre will be known as the Kingston Centre's A. Vibert Douglas Award, named after the founder of the Kingston Centre, it's most outstanding member.
2. Presentation: The award may be presented annually to honor the contribution or achievement of a member of the Kingston Centre, although it need not necessarily be presented every year.
3. Criteria: The award will be presented for: Service (including longstanding dedication ,or a recent contribution or contributions to the Centre or the Society) and / or an astronomical achievement (including a discovery, invention, literary presentation, or related achievement, any of which may be a recent and one-time matter or an achievement over many years).

It is intended that the award be presented to recognize contribution and/or achievement by a member of the Centre who may not necessarily receive the recognition which is his/her due, and that it not necessarily be given to a member of the Centre who is already receiving Centre and or National recognition for another reason such as because of a position held in the Centre or on National Council.

4. Selection The winner of the award will be chosen by the major award committee of the RASC Kingston Centre. This committee will be composed of at least three members of the Executive Council of the Kingston Centre. It will hold at least one meeting each year between September 15th and October 31 in order to select the current year's winner of the award, in accordance with section 2 above.
5. Announcement: The winner of the award will be announced at the annual banquet and annual meeting of the Kingston Centre and the presentation of the award will be made at that time. If another meeting such as an anniversary meeting or meeting for a very special occasion, is being held close to the time of the annual banquet and the annual meeting the presentation of the award may be made at that time.
- 5b. The contribution and or achievement of the winner which is being recognized by the presentation is to be mentioned at the time of the presentation.
6. Form: The award will take the form of a plaque which will bear a suitable inscription including its name, the names of the winners and the year in which it is presented.
7. Retention: The award is to be retained by the winner from the date of the presentation until the following September 15, at which time it is to be returned to the president of the Kingston Centre, who in turn will see that it is given to he chairman of the major award committee for the current year, so that the award may be suitably inscribed before presentation at the following Annual Banquet or Annual meeting. It is expected that a miniature plaque or trophy will be presented to and retained by the winner each year.
8. Responsibility: It is the responsibility of the president of the Kingston Centre on or before sept 15 of each year to see that the major award committee has been formed following the guidelines outlined above.
- 8b It is the responsibility of the chairperson of the major award committee to see that the plaque for the current year is suitably engraved before presentation, and to make arrangement for the presentation on the appropriate occasion.

**Log of award winners:**

David Stokes (1985) Larry Manuel (1986), Hein van Asperen (1987), Leo Enright (1988), Ruth Hicks (1989), Denise Sabatini (1990), Bill Broderick (1991), Ian Levstein (1992), Christine Kulyk (1993), Kim Hay (1994), Peter Kirk (1995), Kevin Kell (1996), Judith Irwin (1997), Peggy Hurley (1998), Tom Dean and Laura Gagne (1999), Hank Bartlett (2000), Susan Gagnon (2001), Doug Angle (2002)

Details of Getting the Award ready for presentation each year:

Centennial Engravers & Trophies Ltd 2698 Princess St Kingston, Ontario K7P 2W6 Phone: 389-1500

They have the master necessary to create a new small plaque (for the award winner) each year, and make up the new nametag that goes on the big plaque.

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**Terms of Reference for the Regulus Award**

**September 29, 2001**

**Eligibility**

The Regulus Award was instituted in the Fall of 2001 and is awarded annually to the Centre Member who has the best article published in Regulus over the past year. The Editor shall not be eligible.

**Time/Date details**

The article must have appeared in a Regulus issue from the Nov/Dec issue of the previous year to the Sept/Oct issue of the present year. The award will be given out at the Annual Awards Banquet.

**Award details**

The Award will consist of an 8.5"x11" framed Certificate (example below), a copy of the article and a prize of some sort usually not exceeding \$10. Suggestions include calendars, books, etc. The Editor will cover the costs on a voluntary basis unless the Centre wishes to cover the costs. The award winner will be published in the next issue of Regulus (but not a reprint of the article).

**Judging**

The best article will be judged by the Editor of Regulus or other person as designated by the Editor or Awards Committee.

**Protocol**

In preparation each year, all of the eligible articles should be listed (example below) in mid September and a winner chosen by the end of September.

**Log of Award Winners:**

2001: Dave Pianosi, 2002: Ken Kingdon

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**Terms of Reference for the Mighty Thank You Awards**

**2001 October 09**

**Eligibility**

The Mighty Thank You Awards were instituted in the Fall of 1999 and are awarded annually to the Centre Member who has contributed to the operations of the Centre.

**Time/Date details**

The award will be given out at the Annual Awards Banquet (usually held in November).

**Award details**

The Award will consist of an 8.5"x11" framed Certificate (example below), cost to be covered by the Centre.

**Judging**

The awards will be determined by the President by the end of October and the details passed down to the Awards Committee for the actual creation of the certificates and framing.

## The Royal Astronomical Society of Canada - Kingston Centre

### By-Law Number One

Adopted 1961 March

Revised 1981 September

Amended 1983 November (Articles III,3; IV; X)

Amended 1990 December (Articles III,2,3; IV,2; VI,3,4)

Amended 1995 October (Articles VI, 4(b); VII.3)

Amended 1997 October (Article XI)

#### Article I - Name of the Centre

The name of the Centre shall be "The Royal Astronomical Society of Canada - Kingston Centre", hereafter referred to as "the Centre".

#### Article II - Objectives of the Centre

The objectives of the Centre, in conjunction with those of the Society, shall be to promote interest in, and study and knowledge of, astronomy and allied sciences by lay and professional persons.

#### Article III - Membership and Annual Fees

1. Membership in the Centre shall be open to those who are interested in astronomy and who have been duly elected to the Centre or who have been transferred at their request to the Kingston Centre.

2. The classes of membership shall be those named in the By-Law of the R.A.S.C.: Ordinary Members, Youth Members, Senior Members, Life Members and Associate Members. The definitions of these classes of membership shall be those definitions provided in Article 3.02 of By-Law Number One of the Society.

3. The annual fees for all classes of membership shall be the same amount as listed for the current year in the By-Law governing the R.A.S.C., with the addition of a surcharge for Ordinary, Youth and Senior Members in the amounts that will be determined from time to time by motion of the Executive Council of the Centre, with the stipulation that the amount of the surcharge shall be less for Youth and Senior Members than for Ordinary Members and that there shall be no more than two fee adjustments in one membership year. The annual membership fees which are payable to the Treasurer of the Centre between October 1st and December 31st entitle the member to the Society's and Centre's publications for the following calendar year.

#### Article IV - The Officers and the Executive Council

1. The officers of the Centre shall be Honourary President, President, Vice-President, Secretary, Treasurer, Newsletter Editor, National Council Representative and Librarian.

2. The Executive Council shall be made up of the President, the Vice-President, the Secretary, the Treasurer, the Newsletter Editor, the National Council Representative and the Librarian.

3. The Executive Council shall have the responsibility for the direction and management of the Centre.

#### Article V - Election of Officers

The conditions of nomination shall be:

1. that the person nominated shall be a member in good standing of the Centre,
2. that the assent of the nominee shall have been obtained,
3. that at least two who are members in good standing of the Centre shall make the nomination.

#### Article VI - Duties of Officers

1. The President shall preside at all meetings at which he or she is present; if the President is absent the Vice-President shall preside and in the absence of these Officers, the meeting shall appoint a chairman.

2. The Vice-President shall, in the absence of the President, preside at the meetings, and in other ways assist when possible with the management of the Centre.
3. The Secretary shall keep accurate minutes of all regular Centre meetings and the meetings of the Executive Council and other activities of the Centre, conduct the correspondence of the Centre, and work with the Newsletter Editor to see that members are informed about meetings. The Secretary shall submit to the Annual Meeting a report on membership, meetings, and other Centre activities for the preceding year. After the report has been approved by the Executive Council, it will be sent by the Secretary to the Secretary of the R.A.S.C. before the 15th day of January in each year.
- 4a. The Treasurer shall keep accurate records of all subscription fees and other monies received, pay bills as sanctioned by the Executive Council, and submit to the Annual Meeting a report on membership, meetings, and other Centre activities for the preceding year including a statement of revenues and expenses and a statement of assets and liabilities. These statements shall, after being approved by the Annual Meeting of the Centre, be forwarded by the Treasurer of the Centre to the Treasurer of the R.A.S.C. before the 15th day of January in each year.
- 4b. On the 15th day of January, April, July and October of each year, the Treasurer of the Centre shall submit to the Treasurer of the R.A.S.C. the required 60% of all membership fees received during the quarter-year ended on the last day of the preceding month along with a report listing the names of the members who paid their fees during the said quarter-year, the amounts paid by each of them and other pertinent information.
5. The Newsletter Editor shall be responsible for the production at regular intervals of the Centre's Newsletter.
6. The Librarian shall be responsible for maintaining the Centre's library of books, periodicals, newsletters and other material.

#### Article VII - Meetings

1. The Annual Meeting of the Centre shall be held each year between October 1 and December 31. At this Annual Meeting, Annual Reports shall be submitted by the President, Secretary and Treasurer. The date of the Annual Meeting shall be announced at least one month in advance and shall be published in the Centre's newsletter.
2. Other Regular Meetings of the Centre for the presentation of papers, addressed and a variety of matters of interest shall be held on a regular basis and no fewer than ten times per year. Notice of the dates of the meetings shall be given in the Centre's newsletter.
3. Special meetings of the Centre may be called by the President as he or she shall judge necessary and notice seven days in advance shall be given to each member of the Centre.

#### Article VIII - Committees

The Centre may establish special committees or groups for definite purposes, such as the Observers Group. The President may invite a representative of such group, if not a member of the Executive Council, to attend the Executive Council meetings, but the representative may not vote at such meetings.

#### Article IX - Amendment of the By-Law

1. This By-Law may be amended at the Annual Meeting by a two-thirds vote the members present and voting. A vote by secret ballot may be requested and must be employed if requested by a simple majority of those present and voting.
2. A proposal for an amendment to the By-Law must be submitted in writing to the President and Secretary at least thirty (30) days before the Annual Meeting. The Secretary shall prepare a written draft of the amendment for presentation to each member of the Centre and if possible shall see that it is published in the Centre's Newsletter prior to the Annual Meeting.

#### Article X - Associate Members of the Centre

Associate Membership in the Centre shall, upon request and a payment of the appropriate fees, be extended to the spouse, or individual children under 18 years of age, or individual parents of any member in good standing of the

Centre. Such Associate Member(s) is/are entitled to attend meetings of the Centre and to borrow from the Centre's Library but shall not be entitled to vote or hold office in the Centre and shall not receive the publications of the R.A.S.C. The annual fee prescribed for Associate Membership in the Centre shall be 25% of the Annual Membership fee prescribed for Ordinary Members.

**Article XI - Non Profit Clause**

The Organization shall be carried on without purpose of gain for its members and any profits or other gains to the organization and shall be used in promoting its objectives.

## Kingston Center Exec Motions

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**2003 May**

**2003 Feb** exec meeting held at the home of Kim Hay & Kevin Kell

**2002 June 16<sup>th</sup>** exec meeting held at the home of Peggy & John Hurley

- Motion 2002-06: that we move our own accounting to similar processes. Paul Winkler Second: Kevin Kell Carried
- Motion 2002-05: To create two large historical plaques for names for both Messier Certificates and for NGC certificates. Kevin Kell Second: Dave McGuire Carried
- Motion 2002-04: to spend \$140 US approximately for 35 back issues of Amateur Astronomy. Kevin Kell Second: Paul Winkler Carried
- Motion 2002-03: to pay St. Lawrence the remaining \$373 and do the Mel Bartel and carry forward the project ourselves. Paul Winkler Second: Kevin Kell Carried

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**2002 February 09 Exec meeting held at the home of Peggy & John Hurley in Sharbot Lake called to around 7:30pm**

- Motion 2002-01 Kim submitted her budget for a total of \$300 for the phone line, newspaper ads and publicity (pamphlets). Moved by Paul to accept her budget, seconded by Peggy Carried
- Motion 2002-02 Proposal for Science Fair  
Heather Angle has asked for \$100 grant to produce a project about light pollution. We decided not to make it a policy to sponsor science fair projects, but Laura moved that we include the funding in the light pollution committee's budget and have Heather do the work under our auspices. The project will be part of our displays. Seconded by Paul. Carried.

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**2001 Sept 29 Meeting called to order at the home of Susan Gagnon around 18:30 hours. Attendance: Laura, Kevin, Kim, Paul, John, Peggy, Doug, Dave, Susan.**

- Motion 2001-19 : Membership Coordinator Moved by Paul and 2nd by Dave, that the position as proposed be accepted with Kim as the start-up up-start coordinator. Carried.
- Motion 2001-20: 24" Venor Project Moved by Kevin, 2nd by Paul that: On presentation of proof of concept, if it fails \$200 will be paid and we will take the materials and go our separate ways, if it is good we will be presented with a budget and we will all carry along. Carried.
- Motion 2001-21: Fall'N'Stars Report People nights added up to RASC 20 and Belleville 21 \$35 of RASC proceeds were given to Belleville for a meal shortfall, leaving \$190 for RASC to bank. Future goals include, increased participation and keeping it simple. Moved by Paul and 2nd by Kevin, to accept the report and the \$. CARRIED

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**2001 April 21 Meeting called to order at the home of Susan Gagnon around 18:30 hours. Attendance: Susan Gagnon, Paul Winkler, Laura Gagne, David Pianosi, Tom Dean, Peggy Hurley, Kim Hay, Kevin Kell, John Hurley, Doug Angle, David Maguire.**

- Motion 2001-12 : Astronomy Day Moved : Kevin 2nd : Tom Astronomy day to spend up to \$150 in support of Astroday 2001 Carried.
- Motion 2001-13: Tower Hill: Wrt the Letter proposed by Ken and Steve to go to Bell about use of the site for observing... who would the letter go to, what was the use intended. Moved: Kevin 2nd :Paul Laura will look at redoing the letter with Ken and Steve and see what can or should be done. Carried
- Motion 2001-14: Room Reservations for Meetings Room Deals will now be negotiated by the VP, Paul will speak to Cathy Nielson (?) about a new permanent room -larger and possibly in Stirling Hall to get us closer to the Physics Dept and access to the students most likely interested in Astronomy.  
Moved: Susan 2nd:Kevin Paul to get a larger room for June for Terry D talk and to pay what they ask for this. (email exchange subsequent to the exec meeting revealed that it would be best if Terry talk in the usual room since it is to be a members oriented talk not a public type one.) Carried
- Motion 2001-15: Reimbursement for NC  
Motion Kevin 2nd Doug National Council Rep will be subsidized by the Centre up to \$100 per year for travel. Carried. Tom will notify National that Kingston has a Travel Policy.
- Motion 2001-16: Library David will continue to keep the list updated Moved Paul 2nd Susan Budget of \$100 for storage materials.

- Motion 2001-17: National Council Report Proposed Fee Increase: Motion Kim 2nd Paul Centre exec will take firm position on the fee increase and announce to the membership that.....Exec is opposed to the fee increase and please use your proxy for the vote. Carried.
- Motion: 2001-18: Name Tags: Prez, VP, Treasurer, NC, Public Relations, Librarian, Observing Chair, Editor, Secretary Moved Kevin 2nd Dave Maguire Magnetic clasp, to wear at meetings so exec easily spotted. John will do Astroday while we are at the Mall Carried.

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### 2001 February 26th by email

- Motion 2001-11 Fall'N'Stars Tent: Quote from the canvas shop on making tent from fabric we supply. This would be for the top only, but includes gromets for the poles, and a valence with webbing to attach the sides. The top would be made in sections, with overall size of (approximately) 20 x 30. It could be expanded in the future by adding sections to the middle. Total price \$1261 + tax. To be used for all future FallNStars events, at the observatory site, at any large multi-day public events that we would run. Passed

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### Executive Meeting February 3, 2001

**Meeting called to order at Laura's place at approximately 1330hrs. Laura, Paul, Kendra, Kim, Tom, Kevin, Peggy, Doug, Susan.**

- Motion 2001-01 ATM BUDGET: unchanged, original \$3000, \$300 of which has been spent, full \$2700 is expected to be used this year. Passed
- Motion 2001-02 Observing BUDGET: \$100 for maintenance. Passed
- Motion 2001-03 Treasurer : Laura 2nd by Kevin that John move \$8000 of GIC money freeing up soon to a T-Bill ( better access and better return) Passed
- Motion 2001-04 Treasurer: Paul 2nd by Laura that John change bank branch at his convenience, (Current location is not convenient for anyone.) Passed
- Motion 2001-05 Promotion and Publicity: Budget: Phone line was approved for the next year, cost is \$120.00 per year, last payment covered till the end of Jan 2001, next payment due till the end of July. Passed
- Motion 2001-06 Benefits of Membership: Kevin, 2nd by Paul that a 20% discount to members on Centre produced merchandise (ETU9, WTD6, slide sets 1,2 and 3, careers in space) begin as soon as we could get the word out. Passed
- Motion 2001-07 Education: Kevin 2nd by Paul that we fund the production of 10 copies slide set 1, 10 copies slide set 2 (approx \$700) and 20 copies of the 1st edition of the grade 9 book (approx \$120) Passed
- Motion 2001-08 Fall N Stars: BUDGET: \$200 to cover start up. Passed
- Motion 2001-09 Annual Banquet Funding Moved by Kevin 2nd by ..... That funds from the monthly meeting draws go to the Annual Banquet to take it upscale or subsidize tickets or something for secondary prizes. There is a general feeling that we need to show appreciation to volunteers and this may help. Passed
- Motion 2001-10 40th Anniversary Projects Yearbook: BUDGET: CD-ROM format: \$350 + project (200 CD's and mailing) Passed
- Adjourned

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### Executive Meeting 2000 November Call to Order 19:10 Attendance: Kevin, David M., Tom, Doug, Susan, Laura.

- Motion 2000-15 Education: STAO was good, stuff was sold. Moved by Kevin and 2nd ed by Dave that Doug and Laura each get \$100 travel Wrt to travel expenses Susan will look into tax receipts for gifts in kind when people are not reimbursed for travel, Council or other. Passed
- Adjourned 22:00hrs

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### Executive Meeting, June 16, 2000 at the Angle Home. In attendance, Doug, Kendra, Tom Dean, John Hurley, Peggy Hurley, Kevin Kell, Laura Gagne, David Pianosi, David Maguire, Susan Gagnon.

- Motion 2000-08 Observing Group: Purchase of filters: 1. Lunar 2. set of 4 colour filters 3. a nebula filter O3 and/or Hydrogen Beta Moved by Laura, seconded by Susan that a maximum of \$400 be used to purchase 1 and 2 and 3 when found to be available and reasonable. Purchases to be made by Tom as Observing Chair. Passed.
- Motion 2000-09 FallNStars: David Pianosi has found the most likely site for an overnight observing session, at Presqu'ile Park. The site is a group of 10 individual blocks that they will let us rent as a group. The group assumed that between the Kingston and Belleville population we would get 25 to 30 people out. The block goes for \$200 /night Additional costs are \$4 per person and \$3 per vehicle. We will expect to sell tickets for \$10 and then the ticket holder will pay the per person and per vehicle fee over and above that. Given enough notice, deposit refund is not expected to be a problem. Moved by Dave Maguire, and Kevin seconded that Dave P. firm up the Deposit details for September 23.2000. Passed

- Motion 2000-10 Astronomy Day: the Budget was set at \$200 and Susan is the only one to have receipts to submit and that total is less than \$65. This money was used to run up 7 small table covers that will be available to any one for any display purpose. John and Peggy will purchase a Rubbermaid container to store the official Astronomy Day stuff in for easy hand off. Passed
- Motion 2000-11 Proposed Fee increase: by National Finance committee, discussion. Question: should the executive of the Centre have a position (as many have asked) on how to vote? Moved by Kevin and Seconded by Susan that if someone must have the position of the exec, "we do not disagree with the raise". Passed.
- Motion 2000-12 Fee Increase/Decrease: Moved by Kevin and seconded by Dave Maguire that John's instruction to Bonnie be, a decrease in the surcharge for the Kingston Centre if the fee increase is passed, as well as a removal of the surcharge for youth membership. All remains unchanged if the fee increase is defeated. Carried.
- Motion 2000-13 6th Grade Book, well underway, will try to keep it at Motion 2000-14 National Council Rep: Moved by Kevin and Seconded by Laura that Susan be advanced the \$699.48 that she has paid out to get to the GA and she will sign over her refund from National when she gets it. Passed
- adjourned

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**Kingston Centre Exec Meeting February 6, 2000 (Susan's house) Peggy Hurley, John Hurley, Kevin Kell, Don Mastrianni, David Pianosi, Laura Gagne, Doug Angle, Kendra Angle, Susan Gagnon.**

- Motion 2000-06 Astronomy Day: Larger freestanding display boards may be added to the display inventory to show off some photos in the library so another \$100.00 was added to the astronomy day budget. Passed
- Motion 2000-07 Observing Group Equipment purchases: Peggy moved and Doug seconded that the centre purchase a 19mm Panoptic to be added to the loan program. Passed.
- 10 P.M. meeting adjourned.

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**Executive meeting Jan 9, 2000 Attendance, D. Angle, T.Dean, H. Bartlett, P Hurley, K.Angle, S.Gagnon, L.Gagne, J.Hurley, K. Kell, D. Mastrianni.**

- Motion 2000-01 Laura,
- Motion: to establish Beginners Observing Certificates of Achievement Program based on the activities in the BOG. 2nd Kevin Passed.
- Motion 2000-02 Equipment Audit: to be done yearly between Jan 1 and April 30. To be completed by the President and turned over to the Secretary. Personal items on loan to the Centre will not be included in this list. Passed.
- Motion 2000-03 Financial: Invest \$5000 out of cash and into GIC. Passed.
- Motion 2000-04 Astronomy Day: Budget assigned was \$100.00 to get the basics done. Passed.
- Motion 2000-05 Astronomy Day: Don wanted to know if he could have \$400.00 to buy a scope the raffle off. This was rejected due to the lack of information about raffle licence and permission from the CTC. Failed
- Adjourned

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**September 12, 1999 Kingston Centre Executive meeting. Minutes taken for Kim Hay by Susan Gagnon, your humble savant. Attendance: Kevin Kell, Laura Gagne, Doug Angle, Kendra Angle, Hank Bartlett, Susan Gagnon, Peggy Hurley, and John Hurley. We regret that Tom Dean was ill and unable to attend, and Kim Hay had other commitments.**

- Motion 1999-07 Youth Group: Hank asked for a budget of \$100 to cover photocopy costs, potential Miller Hall field trip etc.. Laura moved that Hank be given a budget of \$100 to get things started. Susan seconded it and the motion was passed with much fanfare and wishes for the best. Passed.
- Motion 1999-08 Education: We have offered to place one single set (ie. one copy of set 1) in the teacher's resource center. Cost of approx \$40 Passed.
- Motion 1999-09 Fees: Centre surcharge: do we wish to reduce it? No. Various schemes were discussed to shuffle things around so we could decrease the surcharge and still end up with the same amount of money and it all seems more effort than it is worth at this time. Failed.

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**Kingston Centre Executive Meeting May 1, 1999 Location: Susan Gagnon's time: 6:30 p.m. Corrections to February 1999 minutes: Susan Gagnon, not Susan Gagman (Sorry Susan) Present: Doug Angle, Kendra Angle, Kevin Kell, Tom**

**Dean, Susan Gagnon, Laura Gagne=E9, John Hurley, Kim Hay Absent: Brenda Shaw, Peggy Hurley**

- Motion 1999-04 Astronomy Day: Kevin is to make 200 copies of Getting Started and Kingston Centre Brochures for handing out. Approx \$30 Passed.
- Motion 1999-05 Education: The book " Universe at your fingertips" (binder \$29.95 US) would like to be purchased as an Education resource. Passed.
- Motion 1999-06 Financial Audit: Kevin Kell put forth that there be an Audit on Inventory, which was agreed to, a to have an Audit done on the books. The President and 2 executive members could do this. Passed.
- Meeting adjourned at 10:28 p.m. Next meeting sometime in August, to be determined.

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**Kingston Executive Meeting February 26, 1999 (Home of Laura Gagne) Start 7:51 p.m. - End 11:05 p.m. Present: Kendra Angle, Doug Angle Tom Dean, Kevin Kell, Laura Gagne, Susan Gagnon, Brenda Shaw, Kim Hay Absent: John & Peggy Hurley**

Corrections from January 15,1999 Executive meeting: Education Committee: "Project Astro" copy for the library to be purchased (\$30.00 US)

- Motion 1999-01 Kim Hay made a motion t accept the minutes with the corrections Susan Gagnon 2nd the motion. Passed
  - Motion 1999-02 ATM: The money spent on grit so far is \$90.00 for 25 lbs. of 60 grit. Before next meeting there will be an order of over \$150.00 for the 2nd grit and plaster tool (\$75.00). Passed.
  - Motion 1999-03 PR: Phone line: still working. Motion to get payment for the phone line. Cost To be worked out between John and Kim. Passed.
  - Motion to adjourn by Kevin Kell, 2nd by Laura Gagne.
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## RASC Kingston Centre Membership & Financial Summaries

Web Page last updated: 2003 January 09

All information is taken from National Annual Reports and will be added to as more become available

YEAR	Members	Change	Revenue	Exp	Surplus (Deficit)	Bal	Events
2002	145	-1	\$8411	\$8933	\$(522)	\$15050	completed 61cm scope
2001	146	-5	\$7549	\$9087	\$(1538)	\$15572	National upto \$44
2000	151	-25	\$16864	\$8496	\$8742	\$17110	surcharge downto \$5, National upto \$40; PR work, education
1999	176	20	\$7,454	\$6,752	\$702	\$8,742	Youth members, PR work
1998	156	4	\$8,160	\$3,166	\$4,994	\$8,040	GA, fundraising
1997	152	10	\$10,519	\$8,723	\$1,796	\$3,046	HaleBopp GA
1996	142	79	\$3,948	\$4,407	\$(458)	\$1,250	Hyakutake skynews
1995	63	-6	\$7,095	\$6,123	\$972	\$1,709	-
1994	69	9	\$4,480	\$3,742	\$738	\$1,206	-
1993	60	10	\$4,546	\$4,078	\$468	?	Surcharge upto \$9 National upto \$36
1992	50	-2	\$2,498	\$2,672	\$(174)	?	-
1991	52	4	\$3,195	\$3,075	\$120	?	Surcharge upto \$8 National upto \$32
1990	48	10	\$1,899	\$1,637	\$262	\$846	-
1989	38	3	\$1,081	\$954	\$126	\$584	-
1988	35	-11	\$908	\$1,150	\$(242)	\$457	-
1987	46	2	\$1,324	\$1,031	\$292	\$699	-
1986	44	7	\$1,756	\$1,764	\$(8)	\$407	Surcharge upto \$5 National fees upto \$25
1985	37	-1	\$1,381	\$1,405	\$(24)	\$415	
1984	38	2	\$1,760	\$1,448	\$312	\$439	
1983	36	-1	\$725	\$884	\$(158)	\$127	
1982	37	1	\$500	\$422	\$77	\$286	
1981	38	20	\$608	\$494	\$114	\$208	
1980	18	-1	\$355	\$373	\$(17)	\$91	
1979	19	-2	\$529	\$579	\$(50)	\$29	

1978	21	9					
1977	12	3	\$440	\$442	(\$2)	\$66	
1976	9	-3	\$110	\$128	(\$18)	\$68	
1975	12	-6	?	?	?	?	
1974	18	2	?	?	?	?	
1973	16	5	?	?	?	?	
1972	11	2	?	?	?	?	
1971	9	2	?	?	?	?	
1970	7	0	?	?	?	?	
1969	7	-20	?	?	?	?	
1968	27	-3	?	?	?	?	
1967	30	?	?	?	?	?	
1966	18	5	?	?	?	?	
1965	13	-3	?	?	?	?	
1964	16	9	?	?	?	?	
1963	7	-16	?	?	?	?	
1962	23	3	?	?	?	?	
1961	20	?	?	?	?	?	

## Royal Astronomical Society of Canada (RASC) Kingston Centre

Web Page last Updated: 2003 March 03 exec.htm

**Kingston Centre - History of Executive Council**

If you have any questions, concerns or comments, please do not hesitate to contact any one of the following people. Email links are provided where they exist. Elections are held each fall for the following calendar year.

Honorary President - David Levy

Telephone events contact number for the Centre: 613-377-6029

by email: [rascexec@cliff.path.queensu.ca](mailto:rascexec@cliff.path.queensu.ca)

by mail: PO Box 1793 Kingston Ontario K7L 5J6 Canada

This will hold info on upcoming events and you can leave your name & number if you wish someone to get back to you.

	<u>President</u>	<u>VP</u>	<u>Secretary</u>	<u>Treasurer</u>	<u>Editor</u>	<u>Librarian</u>	<u>NCR</u>
2003	<a href="#">Hank Bartlett</a>	<a href="#">Doug Angle</a>	<a href="#">Brian Hunter</a>	<a href="#">John Hurley</a>	<a href="#">Kevin Kell</a>	<a href="#">David Maguire</a>	<a href="#">Peggy Hurley</a>
2002	<a href="#">Laura Gagne</a>	<a href="#">Paul Winkler</a>	<a href="#">Susan Gagnon</a>	<a href="#">John Hurley</a>	<a href="#">Kevin Kell</a>	<a href="#">David Maguire</a>	<a href="#">Peggy Hurley</a>
2001	Laura Gagne	Paul Winkler	Susan Gagnon	John Hurley	Kevin Kell	David Maguire	Tom Dean
2000	Doug Angle	Laura Gagne	Susan Gagnon	John Hurley	Kevin Kell	David Maguire	Susan Gagnon
1999	Doug Angle	Laura Gagne	Kim Hay	John Hurley	Kevin Kell	Brenda Shaw	Susan Gagnon
1998	Peggy Hurley	Bill Broderick	Laura Gagne	John Hurley	Kevin Kell	Brenda Shaw	Susan Gagnon
1997	Peggy Torney	Christine Kulyk	Laura Gagne	Kim Hay	Kevin Kell	Jim Towgood	Kim Hay
1996	Peggy Torney	David Stokes	John Baker	Kim Hay	Kevin Kell	Kevin Kell	Cathy Hall
1995	Walter MacDonald	Leo Enright	Ruth Hicks	Kim Hay	Peter Kirk	Kevin Kell	Cathy Hall
1994	Walter MacDonald	Leo Enright	Ruth Hicks	Kim Hay	Bill Broderick	Kevin Kell	Walter MacDonald
1993	Christine Kulyk	Leo Enright	Kim Hay	Kim Hay	Bill Broderick	David Stokes	Walter MacDonald
1992	Ian Levstein	Leo Enright	Kim Hay	Peter Kirk	Bill Broderick	David Stokes	Walter MacDonald
1991	Ian Levstein	Vic Smida	Kim Hay	Peter Kirk	Bill Broderick	David Stokes	Leo Enright
1990	Denise Sabatini	Hein Van Asperen	Ian Levstein	Peter Kirk	Bill Broderick	David Stokes	Leo Enright
1989	Denise Sabatini	Hein van Asperen	Eldon Adams	Peter Kirk	Bill Broderick	David Stokes	Leo Enright
1988	Denise Sabatini	Hein van Asperen	Eldon Adams	Murray Anderson	Mark Kaye	David Stokes	Hein van Asperen
1987	Ruth Hicks	Hein van Asperen	Eldon Adams	Murray Anderson	Leo Enright	David Stokes	Hein van Asperen
1986	Ruth Hicks	Hein van Asperen	Sue Knight Sorensen	Murray Anderson	Leo Enright	David Stokes	Hein van Asperen
1985	David Stokes	David Levy	Sue Knight Sorensen	Martyn McConnell	Leo Enright	David Stokes	Terry Hicks
1984	David Stokes	David Levy	Sue Knight Sorensen	Martyn McConnell	Leo Enright	David Stokes	Terry Hicks

1983	Martyn McConnell	David Levy	Sue Knight Sorensen	J Hansen	Leo Enright	David Stokes	Terry Hicks
1982	Terry Hicks	David Levy	Gerald Schieven	J Hansen	Leo Enright	David Stokes	Gerald Schieven
1981	Angelica Hackett	David Levy	Gerald Schieven	J Hansen	Leo Enright	David Stokes	Leo Enright
1980	Angelica Hackett	David Levy	J Knox	J Frett	Leo Enright	Lyle Payette	Leo Enright
1979	Denis Belanger	Mike Payette	Angelica Kahrkling	Enrico Kindl	Leo Enright	Lyle Payette	Leo Enright
1978	Denis Belanger	Mike Payette	Erico Kindl	Erico Kindl	Leo Enright	Lyle Payette	Leo Enright
1977	Chris Sargeant	none	Susan McDougall				Doug Baker
1976	Chris Sargeant	none	Susan McDougall				Paul Brown
1975	Chris Sargeant	Andrew Wollin	Susan McDougall	Susan McDougall			Paul Brown
1974	Paul Brown	none	Geoffrey Wyght	Brent Arnold			Paul Brown
Previous executives currently unknown!							

Notes: NCR= National Council Representative

## **Changelog**

April 24, 2003 updated and added financial & membership summaries

January 3, 2003 updated to 2003

October 7, 2002 updated to 2002

December 3, 2001 added Astronomy Day Coordinator, combined appendix of committee duties to main section

October 31, 2001 added Exec minutes of motion

October 29, 2001 removed proposed committees, updated 2002 Exec list

October 8, 2001 Many changes to committees/groups, addition of Membership Coordinator, deletion of Finance, Library, Program Groups. Added Terms of Reference for Douglas, Regulus and Might Thank You awards.

July 31, 2001 1st print run of 20 copies and adobe acrobat version published and placed on secure website.