

**PRINCE GEORGE ASTRONOMICAL SOCIETY
ROYAL ASTRONOMICAL SOCIETY OF CANADA
PRINCE GEORGE CENTRE
7365 Tedford Road
Prince George, BC
V2N 6S2**

**PGC122 Business Meeting Minutes
August 8, 2012**

Date: August 8, 2012
Location: 3323 Hart Highway

Chairperson: Blair Stunder
Recording Secretary: Glen Harris
Executives Present: Glen, Gil, Blair, Wayne, Jim Van Doren, Rusty, Bob

Meeting Called to Order at 7:34 p.m.

1. Welcome and Introductions

2. Approval of Minutes of PGC121

Motion: To accept the meeting minutes of PGC121 (May 9, 2012) as presented.

Moved: Gil Seconded: Rusty Carried

3. Reports of Officers

a. President (Blair Stunder)

Perseids on Aug 11, Fort St. James Star Party on Aug 18, Sinkut Mountain on Sept15, Keith Egger presentation on Sept 29.

b. Vice President (Bob Nelson)

Bob displayed the spectrograph he's building for the observatory.

c. Secretary/Recorder (Glen Harris)

- Canada Post mail was distributed as required.
- Updated relevant Operating Procedures to reflect changes and additions to observatory equipment. The files were sent to the webmaster for inclusion on the web site.
- Issued building and gate keys to Mike M.

d. Treasurer

General account: \$ 3518.78

Gaming account: \$2045.25

Trial balance sheet is on file

Will check the Telus bill as it appears to be about \$15 higher than usual.

4. Reports of Committees, including any motions from the Committees

Website Report - Wayne

- The web site is up to date. There has been no action on revamping the web site.

Tours & Public Outreach Report - Wayne

- The tour and volunteer schedule will be uploaded to the web site soon.

Computers and AV Equipment Maintenance Report - Glen

- All computer software is up to date.
- Replaced capacitors in a couple of Dell computers.
- Installed a flat screen TV and associated wiring for Mallincam image viewing in the classroom. The image quality will surpass that of the projector.

Observing and Small Telescopes Maintenance - Blair

- All telescopes on hand are collimated and in good working order. Three telescopes are out on loan.

Grounds Report – Glen

- The grounds have been weed whacked a few times during the summer.

Building Report - Glen

- Extended the observation deck monitor table.
- Installed the Mallincam focuser wiring.
- Contractor installed west door closer and dome room solid core door, frame, and closer.
- Painted the dome room door.
- Swapped the west and north doors around, painted them, and installed new signage on the west door.
- All Points Fire Protection checked the fire extinguishers and recharged the one in the dome.
- Installed a clear Lexan sheet on the inside of the west door for signage.
- Cleaned up the basement.
- Rearranged the magazine rack in the entry hall, tidied up the classroom and table in the entry hall, put up some pictures in the classroom.

5. Old Business

- None

6. New Business

- Submit your spending proposals for inclusion in the Grant proposal by Sept 12.
- Active Living Market at Pine Centre on Sept 8 & 9.
- Install occupancy limit signage on dome room door.

7. Date, Time, and Location of next Board of Directors Meeting

- The next Board of Directors meeting, PGC123, will be held on Wednesday, Sept 12, 2012 7:30 pm at Arctic Manufacturing 3323 Hart Hwy. Please submit all agenda items to Blair no later than Saturday Sept 8, 2012.

8. Adjournment

The meeting was adjourned at 8:50 pm.