

**PRINCE GEORGE ASTRONOMICAL SOCIETY
ROYAL ASTRONOMICAL SOCIETY OF CANADA
PRINCE GEORGE CENTRE**

**7365 Tedford Road
Prince George, BC
V2N 6S2**

**PGC239 Business Meeting Minutes
October 15, 2025**

Date: October 15, 2025

Location: Teams meeting

Chairperson: Malhar Kendurkar

Recording Secretary: Glen Harris

Executives Present: Malhar, Glen, Rebecca, Rob, Gil, Robyn

Members Present: Ryan

Meeting Called to Order at 7:00 pm.

1. Welcome and Introductions

2. Approval of Minutes of PGC238

Motion: To accept the business meeting minutes of September 17, 2025.

Moved: Glen Seconded: Robyn Carried

3. Reports of Officers

a. President (Malhar)

- SD 57 tour on Saturday, October 18.
- Schedule special executive meeting to discuss Gaming Grant purchases.

b. Vice President (Gil)

- Our Night Sky episodes are being sent to CFIS 93.1 radio weekly.

c. Secretary (Glen)

- Processed Canada Post mail as required.
- Updated all relevant operating procedures.

d. Treasurer (Glen)

- CWB account balances as of 2025-09-30

General Account Balance \$6815.56

Gaming Account Balance \$198.15

- \$3454.34 was transferred from the Gaming Account to the General Account to cover Utility and Telephone payments.

Motion to accept the Treasurer's report as presented.

Moved: Glen Seconded: Rebecca Carried

Training Rebecca the incoming treasurer continues and will include the following tasks.

The 2024-2025 Charity Income Tax return will be submitted before the end of October.

The 2024-2025 Gaming Account Summary Report will be submitted before the end of October.

The GST Rebate request for 2025-04-01 to 2025-09-30 will be submitted before the end of October.

At that point I will relinquish my duties as treasurer.

e. Director (Rebecca)

- Rebecca will assume the role of treasurer at the AGM.

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

Observing and Small Telescopes Maintenance Report – Glen

- The Celestron SE6 scope can now be mounted on the southwest pier. A temporary dew shield was fabricated.
- One 6” reflector telescope out on loan.

Webmaster Report - Glen

- The web site was off-line for a week due to a server misconfiguration.
- WordPress updated to version 6.8.3
- Updated to reflect current Open House and Our Night Sky information.
- Posted the latest ‘Photo of the Month’ images.
- Posted all relevant operating procedures to the ‘Operational Instructions’ web page.
- Full backup saved monthly to Prince George Centre Google Documents.

Media Relations Report - Gil and Malhar

- Our Night Sky episodes being recorded remotely and MP3 files e-mailed to CFIS 93.1 radio for Monday 10:30 am broadcast.

Grounds and Building Report – Glen

- Building and gate locks were re-keyed.
- Activated Colin H’s building access code and issued keys.

0.6m telescope Maintenance Report – Glen

- No issues.

Tours and Public Outreach – Glen

- September 5 Open House: 32 visitors, 8 volunteers
- September 12 Open House: 24 visitors, 9 volunteers
- September 19 Open House: 12 visitors, 5 volunteers
- September 26 Open House: 9 visitors, 7 volunteers
- Year-end totals: 1552 Adult visitors
 395 Child visitors
 1947 Total visitors
 872.85 Volunteer hours

5. Old Business

- Positions that need to be filled at the AGM – Secretary, Building Maintenance and Webmaster.
 - Outstanding invoices/receipts to be submitted to Glen ASAP.
 - SD57 Grade 10 students tour on Saturday, October 19.
 - Status of Microsoft 365 account.
 - **Motion:** Authorize the cost of ~ \$570 to re-key the observatory building and gate.
- Moved: Glen Seconded: Rebecca Carried

- **Motion:** Authorize the purchase of an ACER SA242Y 24" monitor Staples item # 3101979 to be used as a secondary monitor for Rebecca to assist in the Treasurer's function. Staples \$103.49 + taxes until Sept 18. Regular \$169.99. Ownership of monitor would remain with PG Centre.
Moved: Glen Seconded: Ryan Carried
- \$ 10,000 IREN Grant application approval. Funds will be spent on the SeaCan project.

6. New Business

- Re-keyed the observatory building and gate.
- Issued observatory building and gate keys to Colin H.
- Purchased a monitor for use by the treasurer. Ownership remains with PG Centre.
- Presenters required for open house events.
- Items to be purchased with 2025-26 gaming funds: discussion and decision. Tabled for special executive meeting.
- SeaCan Project - The Universal Observatory updates.
- New Spending Proposals:
 - A. Resealing and painting the dome
 - B. SBIG AO8 (Adaptive Optics)

7. Date, Time, and Location of the next Business and AGM meeting

- The next business meeting PGC 240 will be held on Wednesday, November 12, 2025 starting at 7:00 pm VIA Teams.
- Please submit all agenda items to Malhar no later than Sunday, November 9, 2025

8. Adjournment:

Meeting adjourned at 7:26 pm