

## **TARA Executive Meeting Minutes**

TRIUMF AAPS Boardroom: 3:15PM to 5:00PM on Thursday October 24, 2013

Meeting commenced at 3:20PM

### **Attendees:**

Roy Moore  
Corrie Kost  
Peter Jackson  
Harvey Quan  
Jean Michel-Poutissou  
Dana Giasson  
Jim Hanlon

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

Approved the agenda with 1 additional topic from JMP:  
- New TRIUMF Director Search

### **2. Approval of the last Executive Meeting Minutes.**

Approved and distributed the executive minutes of the last TARA executive meeting held on Thursday November 22, 2012.

### **3. TARA Blog**

A question was asked about the number of members that have signed up, CK to follow-up.

A member has posted 2 queries regarding health insurance, but the database will require more time to accumulate information.

### **4. TARA E-mail**

It was reported that the e-mail membership database has some missing information and also that new e-mail addresses were added without notifying TARA. DG to follow-up.

### **5. Library Card**

It was confirmed that the UBC Library Card access is working as long as the instructions were followed.

## **6. TARA Logo**

The TARA Logo with the orbits NOT shown is now the accepted version by the TARA executive members.

## **7. Annual General Meeting**

It was decided that the AGM Tour will consist of:

- ARIEL
- ISAC2 Test Stand
- MHESA
- Machine Shop

JMP and E. Blackmore to coordinate the Tour.

The AGM date is scheduled for Thursday November 28, 2013 , perhaps with another coinciding event to add to the festivities.

TRIUMF's Hot Spot Café will cater for the AGM. DG to coordinate with Sharon for 5:00PM refreshments.

There will be a presentation/question and answer session on TRIUMF Retirement Health Insurance from S. Tang.

There will be a presentation on TRIUMF's present 5 year plan and also future plans from JH and T. Meyer.

It was reported that a member past away recently. DG to follow-up.

It was confirmed that there are 119 members at as of October 24, 2013.

It was requested that members will be notified by e-mail when the TARA website has an update to keep members informed about the goings-on. RM and CK to follow-up.

It was requested that members have access to the TRIUMF HR newsletters, however an alternate method was suggested to post a similar TRIUMF Community Announcement link to the TARA website. CK to follow-up.

The TRIUMF retirement benefits will be consolidated and approved by JH.

It was requested that the New TRIUMF Director Search progress updates be added as a link on the TARA website. DG and CK to follow-up.

AGM invite:

- Free parking, no pass required.
- Refreshments
- Tour
- Presentations
- Schedule:

Meet at Hot Spot Café at 3:00PM

3:00PM – 4:00PM Tour the TRIUMF areas of interest

4:15PM – 5:00PM Presentations in the Auditorium

5:00PM – 6:00 PM Hot Spot Café for refreshments

## **8. Executive Duties**

Updates for the following:

JMP to be TARA President (next year)

RM to be TARA Membership Chair (next year)

PJ leaving TARA, HQ to be TARA General Secretary (present day)

A notice will be sent to members to elect a new TARA executive member. RM to follow-up.

## **9. Global E-mails**

This topic was further scheduled for the next executive meeting, but the following discussion occurred anyway with a solution:

TARA membership is based on an automatic sign-up.

It was reported that it was not possible to delete individual e-mails when using the global grouping. To solve this quasi-spam situation where some individual members may prefer to receive only TARA event notices and not TARA everything-else. It was suggested to separate the global group into 2 sections: 1) TARA

2) TARA Functions

DG and CK to follow-up?

## **10. Other Business**

TRIUMF Christmas Party scheduled for Saturday December 07, 2013 at Science World.

Meeting adjourned at 4:35PM on a beautiful sunny day.

The next TARA executive meeting is scheduled for Thursday November 28, 2013 at 2:30PM.