



ATLANTIC GEOSCIENCE SOCIETY

NEWSLETTER

Volume 35, Number 1, January 2006

PRESIDENT'S FORUM	1
A WORD FROM THE EDITOR	2
EDUCATION COMMITTEE	2
ATLANTIC UNIVERSITIES GEOLOGICAL CONFERENCE	3
NATIONAL SCIENCE AND TECHNOLOGY WEEK	4
REGIONAL NEWS AND UPDATES	
Acadia University	5
Geological Survey of Canada (ATLANTIC)	5
Nova Scotia Museum	6
University of New Brunswick	6
AGS COLLOQUIUM	8
AMENDMENTS TO AGS BY-LAWS	9

The deadline for submissions to the next issue is March 31st, 2006. Please send articles or feedback to:

John Shimeld, AGS Newsletter editor
Geological Survey of Canada (Atlantic)
P.O. Box 1006, Dartmouth, NS B2Y 4A2
(902) 426-6759 John.Shimeld@nrcan.gc.ca

Production of this newsletter is by Nelly Koziel.
Submissions were solicited and compiled by Chris White and Mike MacDonald.

PRESIDENT'S FORUM

February 2006 will mark the Society's 32nd Annual Colloquium, hosted this year by Acadia University. Early indications are that it is going to be even more successful than its predecessors (118 presentations submitted by the deadline) even though it is not being held at a central location - as was the case with the 2005 colloquium in Saint John (74 presentations). Indeed, the last centrally located gathering in 2004 (Moncton) contained 81 presentations. Travel does not appear to be a problem for us.

Excluding the 2003 colloquium, which was held jointly with the GSA Northeast Division, the overall trend has shown a steadily increasing number of presentations annually. I do not have data going all the way back, but I do still have the abstract volume from my first AGS meeting (Wolfville 1990), which I attended as a fresh faced grad student. At that time, only the Saturday morning had concurrent sessions. In those days, it was possible for a soft-rock person such as myself to have time to sit in on talks by Reg Wilson on the subaqueous volcanic rocks of Mount Carleton, Chris White on the age of the Brookville Gneiss, Georgia Pe-Piper on the North River and West Moose River plutons, Brendan Murphy on the Proterozoic of the Avalonian-Cadomian belt, and Dan Kontak on geochronological studies of the tin-bearing East Kemptville Leucogranite. Not that I can claim to have understood much of what was being said, but there was the opportunity to broaden my geological knowledge as far as I was capable. A downside to our success, therefore, is that there will again be concurrent sessions running for the duration of the upcoming conference, and hard-rock and soft-rock types will likely only meet for discussions during the poster sessions. Is this a good thing?

I am happy to report that, after a worrying drop to only 18 poster presentations last year, there is to be a rebound in Wolfville (40 posters will be presented). This is encouraging for the reason previously mentioned: potential discussion of ideas across disciplines. It is also to the credit of the poster presenters. I find that the time required and, particularly, the expense to produce a poster is much greater than that needed to produce a good presentation using PowerPoint®. (And yes, you do still need to spend considerable time organizing your PowerPoint® presentation if you want success as I said at the geo-communication workshop during the Saint John colloquium, you should try and avoid the pitfalls of a poor presentation, such as using the auto-format feature in PowerPoint®).

A clear benefit of holding our colloquium away from a major centre is that the organizers have, this year, been able to hold down the price of tickets for the luncheon and evening banquet (or are our Acadia colleagues just better negotiators?). I hope that the student attendees are able to take advantage of this opportunity to attend the awards banquet and the luncheon/annual general meeting (hint to student supervisors), for it is at these events that the students are exposed to the workings of our society, and other activities of its professional

members. Our students are the body from where the rejuvenation of our society will come, and their integration into the whole of the weekend activities should be encouraged.

Finally, this is the last President's Forum that I shall be writing because I shall be passing on the presidency to Ian Spooner of Acadia University after the annual meeting. Since I am likely to get tongue-tied and forget my lines during speeches at the colloquium, I would like to take this opportunity to thank especially the executive council for their hard work and support this year, and all the society members who have corresponded with me on various matters for their patience and understanding. Good luck, Ian.

Dave Keighley
keig@unb.ca

A WORD FROM THE EDITOR

With this issue of the newsletter I mark the passage of my first year as editor. The task has been enjoyable, mainly because Nelly Koziel lightens the load considerably by doing the layout for the newsletter, and because Chris White and Mike MacDonald both possess extraordinary skill in garnering articles from well-intentioned but sometimes over-worked AGS members. I am very grateful too that there are several dedicated members who regularly contribute articles with little or no prompting.

My goal for the newsletter is to publish articles from as broad a range of the AGS membership as possible. Is the geological institution where you work under-represented? Have conferences or workshops in the Atlantic provinces gone unadvertised or unreported? Do AGS members receive regular updates from your committee or working group? Please help to remedy the gaps, either by writing short articles yourself or by finding willing authors.

During April and May I will be working in the Arctic, and so Graham Williams has agreed to edit the Spring issue of the newsletter. To avoid losing any newsletter submissions, Nelly Koziel will check my email while I am away.

John Shimeld
John.Shimeld@nrcan.gc.ca

HEARD ENOUGH FROM THE EDUCATION COMMITTEE?

What do you know about the AGS Education Committee? Did you know it has been in existence for close to 15 years? Did you know the Committee is one of the most active groups of its kind in Canada? We've been so busy that we've forgotten to



One of a series of paintings for AGS by New Brunswick artist Judi Pennanen depicting a scene from "Wolfville" times (Late Triassic) in the Fundy Basin.

tell you what we're up to recently. First, please allow me to introduce the players. The Committee (there are Nova Scotia and New Brunswick branches) includes geologists, educators, museum and science centre interpreters, and education co-ordinators. The members hail from federal and provincial surveys, universities and colleges, private sector, local and provincial museums, science centres, and numerous school boards. Even recent retirees cannot resist the call. This mix of people is absolutely required to produce useful programs and products. Ideas and energy are never lacking. Experience and knowledge are plentiful.

So ... what's up? Here's what: a new EdGEO workshop program in New Brunswick; a series of watercolour paintings and an accompanying pamphlet to chronicle the geological history of the Fundy Basin; the 12th anniversary of the Nova Scotia EdGEO workshop program; a partnership role in the



Example cards from *Got Gas?*, which is an educational card game being developed to help teach the main concept of petroleum geology (images: John Shimeld).

UNB-SFX NSERC CRYSTAL (Centres for Research in Youth, Science Teaching and Learning) project to study the effectiveness of outreach in the community; and, *Nova Scotia*

Rocks, a fold-out pamphlet highlighting geological sights of the province. Several educational resources are also under development: a young readers booklet on fossils in Nova Scotia; an educational card game, "Got Gas?"; and, classroom resources for use in EdGEO workshops. And then there are the



Frontispiece of the highly successful pamphlet produced by members of the Education Committee in 2004. About 35,000 of the 37,500 copies that were printed are now in circulation.

ongoing programs: EarthNet (<http://earthnet-geonet.ca>); the evening public talk series at the Nova Scotia Museum of Natural History (have you been lately?); co-ordination of the

Geology of Canada popular geology book; and, the annual AGS-Photo Guild of Nova Scotia award. This does not even touch on the many presentations given by members on their own time to schools, libraries and the public. You will also want to know that the AGS Video Committee expects to release its newest education video *Halifax Harbour: It's Life Story* in early 2006.

If you are interested in learning more about the Education Committee and its activities, consider attending a meeting or talk to me or any other member. Here is the current membership: Ken Adams, Dottie Alt, Sandra Barr, Paul Batson, Sally Camus, Carol Corbett, Warren Ervine, Gordon Fader, Rob Fensome, David Frobel, Bob Grantham, Martha Grantham, Richard Haworth, Andy Henry, Fenton Isenor, Chris Jauer, Heather Johnson, David Keighley (as AGS President, soon to be Ian Spooner), Elisabeth Kusters, Henrietta Mann, Chris Mansky, Andrew MacRae, Murray Metherall, Ann Miller, Brendan Murphy, Roger Outhouse, Patrick Potter, Pat Ryall, John Shimeld, Deborah Skilliter, Brad Tucker, Peter Wallace, Pat Welton, Hans Wielens, Graham Williams, and Sonya Wood.

At the upcoming 2006 AGS Colloquium, the session *Education Outreach: A Required Element of the Geoscience Community* will showcase the most recent activities, plus a preview of the Halifax Harbour video. You are welcome to join us.

Jennifer Bates
Chair, AGS Education Committee
Jbates@nrcan.gc.ca

ATLANTIC UNIVERSITIES GEOLOGICAL CONFERENCE

The annual AUGC was hosted by the Alexander Murray Geological Club at Memorial University this year, in St. John's Newfoundland, from October 27th - 29th. With over 70 out-of-province attendees from the universities of New Brunswick, Saint Francis Xavier, Saint Mary's, Dalhousie, and Acadia, the additional 50 or so students and faculty from Memorial University had lots of company from their mainland colleagues. A group from the University of Western Ontario (including Rob Lodge, formerly of Acadia) was also in attendance to speak with students about various opportunities for graduate studies in the geosciences.

The Thursday night *Meet and Greet/Career Night* started with a social gathering in the Murray Club room followed by presentations from Dr. Neil Bose (NSERC), Mrs. Louise Pincent-Persons (PEGNL), Mrs. Nadya Slemko-Sandy and Mr. Aaron Grimeau (CSPG), Dr Derek Wilton (MUN) and Mr. Craig Lamb (Husky Energy/CSPG). The evening was topped-off with a bus ride to downtown St. John's where all

were met with a wonderful surprise: the traditional Newfoundland screech-in!



Students from UNB proudly display their awards from the AUGC. From left to right are Dave MacDonnell, Heather Campbell, and Andrew Cook (photo: Nesha Trenholm).

Friday was field trip day, and there were four options to choose between: the stratigraphy and paleontology of Manuel and Bell islands; the fault zone of Flat Rock; the economic deposits of the eastern Avalon Peninsula; or, a geophysical information session. The field trips and information session were lead and prepared by numerous people from MUN, the provincial and federal Geological Surveys, and the private sector. The night ended with most of the students taking part in various Halloween games and activities, which were followed by an introduction (at least for the inexperienced mainlanders) to the Mardi Gras festivities on George Street.

Bright and early, Saturday morning saw the beginning of the student talks and poster presentations at the Inco Innovation Centre on the MUN campus. During lunch, a talk on careers in the oil industry was given by Ms. Michelle Lund and Dr. Denise Hodder from Imperial Oil. Student presentations finished in the afternoon and then, in the evening, a banquet was held at the beautiful Johnson Geo Centre. Participants were invited to tour the museum and travel back in time or stand and stare into the night sky - just to name two of the fantastic exhibits currently offered at the Geo Centre. With the bodies of the solar system overhead, attendees were privileged to hear Dr. Harold (Hank) Williams speak. Award presentations followed, with Steve Schwartz of MUN receiving the Esso award for his poster entitled *Paleoecology of the Early Cambrian fauna, Smith Point, Western Trinity Bay, Newfoundland*. Dave MacDonnell from UNB was awarded the Frank Shea Memorial Award for his talk *Geological setting of the Smith Option: an ophiolite-hosted Cu-Zn massive sulfide system, Bathurst Mining Camp, northeastern New Brunswick*. The CSPG award was won by Andrew Cook from UNB for his talk *The sedimentology and stratigraphy of the Mabou Group, Sussex, New Brunswick*. Finally, Heather Campbell of UNB and Jared Chipman of

SMU shared the APICS-NSERC award for their presentations entitled, respectively, *Morphology of a glacial outwash channel: catastrophic drainage of measured flow?* and *Economic potential for gold in the glacial till of Nova Scotia*.

I extend personal congratulations to Dave, Andrew and Heather for their accomplishments - I was never more proud to be a UNB student than I was that night! As was voiced at the banquet, all the presenters deserve hearty congratulations for the quality of work they put forward at this conference. Last, but definitely not least, I would like to commend AUGC Chair/President Lesley Stokes, her Co-Chair Jordan Stead, and the rest of the MUN crew for their amazing efforts in organizing the conference! The 2006 AUGC was a huge success, lots of fun, and worth every bit and more of the distance travelled to experience the rocks of the Rock!

Nesha Trenholm
y0iq8@unb.ca

NATIONAL SCIENCE AND TECHNOLOGY WEEK

To kick off National Science and Technology Week 2005 (NSTW '05) in Fredericton, Science East hosted an open house in the Regent Mall from Friday October 21st to Sunday October 23rd. The place was packed with a spectrum of keen younguns to curious older folks having just visited the famous



Regent Mall in Fredericton was packed with children and adults interested in learning about science and engineering during NSTW '05 (photo courtesy of Dave Lentz).

Boyce Farmer's Market in Fredericton. The open house included displays by the Natural Science and Engineering Research Council of Canada, the Association of Engineers and Geoscientists of New Brunswick. There were also booths and fun activities at the Regent Mall by Science East (Michael Edwards) and UNB volunteers (Josie Seely, P.Eng. and David Lentz, P. Geo.). Lots of science and engineering information

was passed on, and many neat prizes were won for solving puzzles and answering skill testing questions. We were kept busy the whole time!

The NSTW'05 events were sponsored by Science East, UNB, NSERC, and APEGNB, as well as Natural Resources Canada and NB Department of Natural Resources.

Dave Lentz
DLentz@unb.ca

REGIONAL NEWS AND UPDATES

ACADIA UNIVERSITY

As usual, it was a busy Fall term at Acadia. We launched the speaker series with a timely look at the geological, historical, political, and cultural ingredients in the Hurricane Katrina disaster (Elisabeth Kusters), and continued with other visitors who described the diamond fields of Canada (Bruce Kjarsgaard, GSC, sponsored by the GAC Robinson Lecture Tour program), petroleum exploration and opportunities for students (John Hogg, Burlington Resources Canada Ltd and Mike Enachescu, Memorial University, sponsored by CSPG and CSEG), and exploration and economics of copper (Mike Doggett, Queen's University, sponsored by the Society of Economic Geologists). In addition, throughout the term graduate and undergraduate students presented talks on a variety of course-related, thesis-related, or travel-related topics. We appreciate all these presentations, some of which not only educate us but also include a free lunch! Anyone interested in attending future events at Acadia should check out the website at <http://ace.acadiau.ca/science/geol/coming.htm>, as we have lots planned for the Winter term.

Cliff Stanley is currently on sabbatical leave, doing his utmost to avoid us (why else would he go to such an antipodal location as Perth, Western Australia?) From the few accounts we have received, he is gainfully employed there – several papers are being written, he was heavily involved in running an IGES (International Geochemical Exploration Symposium) in September, he regularly drops in on his graduate students at University of Western Australia, and he is entertaining hordes of family members who have chosen this year for their trip to Australia.

Peir Pufahl joined our ranks as rookie professor during the summer. As a carbonate sedimentologist, it is no surprise that he is teaching paleontology and oceanography in the Winter term, but during the Fall, he took on structural geology, and by all accounts from the students, quite successfully. To meet Peir is yet another reason to come to the AGS conference this year.

The department was well represented at the *Exploration and Mining New Brunswick 2005* conference that was organized in

Fredericton by the New Brunswick Department of Natural Resources. Nancy Van Wagoner gave a talk on her work with a number of Acadia students on Silurian rift-related volcanism and mineralization in southwestern New Brunswick and eastern Maine. Her students David Lowe, Teri Lawrence, and Gleb Bukharin all presented posters, as did Sandra Barr and her students Heather Wolczanski and José Texidor-Carlsson. The department was also represented at the Nova Scotia Department of Natural Resources *Mining Matters* conference in early November with a poster by B.Sc. honours student Ryan Toole and his supervisor, Sandra Barr.

The Christmas party and pot-luck supper was held at Rob and Wendy Raeside's house on the evening of November 26th. This venue has become a department tradition, and we once again thank them for their exceptional hospitality. As always, the food was great (who would think that geologists would be such creative and excellent cooks?) and the "ungiving gift exchange" was as entertaining and frustrating as always (I really wanted that rock hammer!).

Preparation for the upcoming AGS colloquium at the Old Orchard Inn are keeping organizers Rob Raeside and Ian Spooner particularly busy these days - we hope to see all the members of AGS at the conference, which truly has something for everyone this year!

GEOLOGICAL SURVEY OF CANADA (Atlantic)

Staff at GSC Atlantic are involved in a wide variety of activities, most of which focus on the offshore realm. In this issue of the newsletter we highlight a new land-based project that has been created to look deep within the Earth.



Patrick Potter enjoys a sunny day last Fall during set-up of ARTE seismometer network. The solar panels on the right power the seismometer and satellite dish for real-time transmission of the ground-motion data (photo: Sonya Dehler).

After several months of preparation, installation began in September 2005 of ten new seismic stations as part of the Atlantic Regional Teleseismic Experiment (ARTE). The seismic stations each consist of a three-component broadband seismometer, a satellite dish for real-time data telemetry, and a solar panel array or AC power source. The stations have been leased from the POLARIS consortium

(<http://www.polarisnet.ca>), which has operated similar arrays throughout Ontario, BC and northern Canada during the past five years. Installation of the stations involved a considerable amount of digging (for the seismic vault), nut and bolt assembly (for the satellite dish and solar panel racks) and concrete mixing (to keep everything from blowing away).

Each Atlantic province has at least one of these temporary stations, including one on the north shore of the Gulf of St. Lawrence and one on Sable Island. Seismic data recorded at these stations will include teleseismic energy from large global earthquakes, which will be analysed to identify major crustal and subcrustal boundaries beneath the region, and to determine the velocity structure under the various stations. The deeper structure of the Appalachian orogen is just one of the many scientific problems that can be addressed by these new data. In addition, these stations will aid in the positioning and analysis of local and regional seismic events. Further information on this project can be obtained from project leader Sonya Dehler and Patrick Potter.



Gordon Oakey receives a Ph.D. after successfully defending his thesis at Vrije University in Amsterdam.

Also this Fall, Gordon Oakey successfully defended his thesis on the *Cenozoic evolution and lithospheric dynamics of the Baffin Bay–Nares Strait region of Arctic Canada and Greenland* thus completing the necessary requirements for his doctoral degree from the Vrije Universiteit in Amsterdam. All the staff at GSC Atlantic extend their hearty congratulations on the culmination of a colossal undertaking.

Sonya Dehler
Sdehler@nrcan.gc.ca

Patrick Potter
PAPotter@nrcan.gc.ca

NOVA SCOTIA MUSEUM

New Exhibit - now open

Bug World

Special admission rates apply.

Last year the Museum was invaded by Kokoro's moving dinosaurs. This year, the same company brings us giant robotic insects. Visitors will be awestruck by amazing insects that are 40 to 600 times larger than their actual size. See over 7 humongous insects like the Desert Locust extending its gigantic wings to take flight. Check out two fighting Atlas Beetles, the size of a small car, and a 7 meter Praying Mantis big enough to eat you!

Miracle Planet Film Series

Featuring the latest in computer graphics and interviews with scientists around the world, this film series tells the gripping story of evolving life on this planet in the context of the universe. Presented in partnership with the Alliance of Natural History Museums of Canada and the National Film Board of Canada. Sundays at 2 pm, Wednesdays at 7pm.

Episode 1

January 4, 7 pm

[The Violent Past](#)

Episode 2

January 8, 2 pm

January 11, 7 pm

[Snowball Earth](#)

Episode 3

January 15, 2 pm

January 18, 7 pm

[New Frontiers](#)

Episode 4

January 29, 2 pm

February 1, 7 pm

[Extinction and Rebirth](#)

AGS-NSM "Beyond the Last Billion Years" Talk Series

Gateway to Canada: The Story of Halifax Harbour

Illustrated Talk and Film

March 22, 7:30 pm

Museum Auditorium

Free: Food Bank donations appreciated

Join Gordon Fader, Scientist Emeritus, and Charles Doucet, director and producer, on a visual safari through the geological and cultural history of the Halifax Harbour. Hold on to your seats - the video includes a virtual reality flight from MacNabs Island to Bedford Basin.

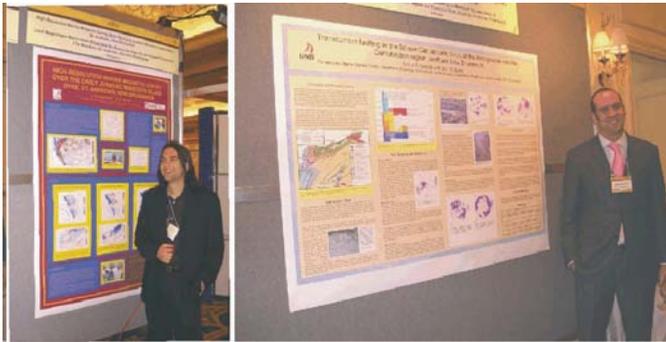
Deborah Skilliter
SkilliDM@gov.ns.ca

UNIVERSITY OF NEW BRUNSWICK

At UNB this Fall we were particularly active at the NB DNR-Minerals *Exploration and Mining Review* in Fredericton (November 5th to 9th). Eight UNB graduate and undergraduate students, and several UNB faculty, presented their local NB research in both the oral and poster sessions. Overall about 290 people registered for the conference, including many UNB geology and geological engineering students. We very much appreciate the support and cooperation with the NB DNR-Minerals staff. Dave Keighley, John Spray, and I all had students and research associates presenting. Congratulations to the NB DNR-Minerals staff for such a great event again this year.

Newfoundland hospitality. Congratulations to all the students who presented their research at AUGC.

Dave Lentz
DLentz@unb.ca



John Evangelatos (left) and Simon Craggs (right) of UNB with their research posters at the Exploration and Mining Review in Fredericton last Fall (photos: Sabine Vetter).

Also this fall, we had two M.Sc. students defend their theses. Warna Susanne Downey presented her thesis entitled *The Geological Setting, Petrology and Facies Analysis of the Nepisiguit Falls Formation, Bathurst Mining Camp: An Example of a Deep Submarine Pyroclastic Eruptive Sequence*; she was supervised by David Lentz and Steve McCutcheon (UNB Geology Adjunct Prof.). Warna is continuing on as a Ph.D. student on an NSERC PGS with Cliff Shaw and Don Dingwall (UNB Geology Adjunct Prof.). Jean-Christophe Nadeau defended his thesis on *Geophysical Imaging of a River Valley Aquifer*; J-C was supervised by Karl Butler.

Erin Power received the prestigious student scholarship award from the NB chapter of the Canadian Institute of Mining, Metallurgy, and Petroleum this year at the annual meeting, which was held in conjunction with the NB DNR-Minerals *Exploration and Mining Review* at the Delta.

Cliff Shaw returned in early November from Germany on his 6 month Humboldt Award, just in time to begin his teaching and supervision of Warna's Ph.D. thesis. Karl Butler will be taking a 1 year sabbatical "down under" as of July 1st and will be accompanied by one of his NSERC-supported students.

The UNB Geology Department was well represented at this year's AUGC in St. John's, NF; all 12 UNB undergraduate students had a great time and very much enjoyed

Atlantic Geoscience Society

La Société Géoscientifique
de l'Atlantic

32nd Colloquium & Annual General Meeting

February 3rd & 4th, 2006

**The Old Orchard Inn,
Wolfville, Nova Scotia**

Special Session #1: Structure and Sedimentology of Hydrocarbon-prospective Basins

Special Session #2: Environmental Geosciences

Special Session #3: Polar GeoScience: Current Research from above the Treeline: Land and Sea, and all the Places in between

Special Session #4: Mineral Deposits Geology

Special Session #5: Education Outreach: A Required Element of the Geoscience Community

Special Session #6: Sediment Dynamics of the Greater Bay of Fundy

General Sessions: Current Research in Atlantic Canada

Workshop #1: Atlantic Canada Paleozoic Basins: A Petroleum Geoscience Workshop: Challenges to Onshore and Nearshore Petroleum Exploration (runs Thursday evening and Friday, 2-3 February)

Workshop #2: Applications of Cathodoluminescence (at Acadia University, Friday afternoon)

Student presenters are eligible for the following awards:

Rupert MacNeill Award - given for the best oral presentation by a student
Graham Williams Award - given for the best poster presentation by a student

REGISTRATION: Conference pre-registration deadline **16th January, 2005** through the conference website: <http://ace.acadiau.ca/science/geol/ags2006/ags2006.html#program>. Payment must be made by cheque, payable to "Atlantic Geoscience Society" and sent to: Rob Raeside, Department of Geology, Acadia University, Wolfville, Nova Scotia, B4P 2R6. After 16th January, please send your registration form by e-mail to rob.raeside@acadiau.ca and pay at the conference registration desk when you arrive.

ACCOMMODATION: The Old Orchard Inn is holding a block of rooms for the conference at a special rate until 16th January. The Inn is a popular winter resort - if you do not reserve by 16th January, you may not be able to get a room there. Register through by calling 1-800-561-8090 or 902-542-5751, or use the reservation form at <http://www.oldorchardinn.ns.ca/home.htm>. State you are with the Atlantic Geoscience Society conference to get the preferred room rates of \$105 single, \$115 double, \$125 triple or \$135 quad (plus taxes).

For more information, contact: Rob Raeside or Ian Spooner (rob.raeside@acadiau.ca, ian.spooner@acadiau.ca)

Important notice to all Members of the Society, re: proposed changes to by-laws

At the upcoming annual general meeting of the Atlantic Geoscience Society (Saturday, 4th February), the Executive Council of the Society has agreed that the by-laws and associated appendices should be significantly updated. To facilitate, and hopefully speed-up, discussion and voting of the proposed changes at the annual meeting, all members of the Society are encouraged to familiarize themselves with the current by-laws and the proposed changes prior to the meeting. Draft versions of the motions to adopt the changes are also presented. Friendly amendments are welcomed and should be addressed to the President for consideration before mid-day on February 1st 2006. The entire current by-laws document can also be accessed from the AGS web-site.

Dave Keighley
President, AGS
keig@unb.ca

Motion A: To adopt the proposed changes to by-laws 1 and 2

Existing By-laws as of February 2, 2004:

1. In these by-laws unless there be something in the subject or context inconsistent therewith:
 - (a) “Society” means Atlantic Geoscience Society.
 - (b) “Registrar” means the Registrar for Joint Stock Companies appointed under the Nova Scotia Companies Act.
 - (c) “special resolution” means a resolution passed by not less than three-fourths of such members entitled to vote as are present in person or by proxy, where proxies are allowed at a general meeting of which notice specifying the intention to propose the resolution as a special resolution has been duly given.
 - (d) “Executive Council” means Director as defined in the Societies Act.
2. The subscribers to the Memorandum of Association and such others persons as shall be admitted to membership in accordance to these by-laws, and none others, shall be members of the Society, and their names shall be entered in the Register of Names accordingly.

Proposed re-wordings:

Additions are shown below in red. Material to be removed is shown in green and is crossed out.

1. In these by-laws unless there be something in the subject or context inconsistent therewith:
 - (a) "Society" means Atlantic Geoscience Society.
 - (b) "Member" or "Member of the Society" is a subscriber to the Memorandum of Association and such others persons as shall be admitted to membership in accordance to these by-laws, and none other.
 - (c) ~~(b)~~ "Registrar" means the Registrar for Joint Stock Companies appointed under the Nova Scotia Companies Act.
 - (d) ~~(c)~~ "special resolution" means a resolution passed by not less than three-fourths of ~~such members entitled to vote as are present in person or by proxy, where proxies are allowed at a general meeting of~~ members present at any ordinary or extraordinary meeting for which notice specifying the intention to propose the resolution as a special resolution has been duly given.
 - (e) ~~(d)~~ "Executive Council" means the Board of Directors as defined in the Societies Act.
2. ~~The subscribers to the Memorandum of Association and such others persons as shall be admitted to membership in accordance to these by-laws, and none others, shall be members of the Society, and their names~~ The names of the members shall be entered in the Register of Names accordingly.

Reasoning:

The changes are proposed so that the definition of a member is included with the other definitions in by-law 1, rather than in by-law 2; so that the definition of special resolution is in line with the definition used by GAC; and so that the definition of Executive Council equates with the legal definition (see: <http://www.gov.ns.ca/legi/legc/statutes/societies.htm>)

Motion B: To adopt the spelling corrections to by-laws 12, 13, 26, and 39

Corrected by-laws:

12. At each ordinary or annual general meeting of the Society, the following items of business shall be dealt with and shall be deemed to be business: minutes of the preceding general meeting; consideration of the annual report of the Executive; consideration of the financial statement, including balance sheet and operating statement and the report of the persons responsible for annual financial review in accordance with the Societies Act. All other business transacted at an ordinary or annual general meeting shall be deemed to be special business and all business shall be deemed special that is transacted at an extraordinary general meeting of the Society.

13. No business shall be transacted at any meeting of the Society unless a quorum of members is present at the commencement of such business and such quorum shall consist of five members.
26. In the event that an Executive Officer or Councillor resigns his office or ceases to be a member of the Society, whereupon his office as an Executive Officer or Councillor shall *ipso facto* be vacated, the vacancy thereby created may be filled for the unexpired portion of the term by the Executive Council from among the members of the Society.
39. The Society shall make a written report to the members as to the financial position of the Society and the report shall contain a balance sheet and operating account. The financial reviewers shall make a written report to the members upon the balance sheet and operating account and, in every such report, they shall state whether, in their opinion, the balance sheet is a full and fair balance sheet containing the particulars required by the Society and properly drawn up as to exhibit a true and correct view of the Society's affairs, and such report shall be read at the annual meeting. A copy of the balance sheet, showing the general particulars of its liabilities and assets and a statement of its income and expenditures in the preceding year, signed by two of the Councillors and the financial reviewers, shall be filed with the Registrar within fourteen days after the annual meeting in each year, as required by law.

Motion C: To adopt the changes to by-law 28 to cover advancements in communications.

Existing by-law as of February 2, 2004:

28. Meetings of the Executive Council shall be held as often as the business of the Society may require and shall be called by the President. A meeting of Executive Officers and Councillors may be held at the close of every ordinary or annual general meeting of the Society without notice. Notice of all other meetings, specifying the time and place thereof, shall be given either orally or in writing to each Executive Officer and Councillor within a reasonable time before the meeting is to take place, but non-receipt of such notice by an Executive Officer or Councillor shall not invalidate the proceedings at any meeting of the Executive Council.

Proposed re-wordings:

(additions in red, material removed in green and cross-out)

28. Meetings of the Executive Council shall be held as often as the business of the Society may require and shall be called by the President. A meeting of Executive Officers and Councillors may be held at the close of every ordinary or annual general meeting of the Society without notice. Notice of all other meetings, specifying the time and place thereof, shall be given either orally or in writing **by letter or by e-mail** to each Executive Officer and Councillor within a reasonable time before the meeting is to take place, but non-receipt of such notice by an Executive Officer or Councillor shall not invalidate the proceedings at any meeting of the Executive Council.

Reasoning:

Various spelling mistakes need correcting in this by-law and additional words are required to cover technological advancements in communications.

Motion D: To adopt changes to by-laws 36 and 37 to clarify duties of the Treasurer and Secretary of the Society

Existing by-laws as of February 2, 2004:

OFFICERS

33. The elected officers of the Society shall be a President, a Vice-President, a Treasurer and a Secretary.
34. The President shall have general supervision of the activities of the Society and shall perform such duties as may be assigned to him or her by the Executive Council from time to time.
35. The Vice-President shall, at the request of the Executive Council and subject to its directions, perform the duties of the President during the absence, illness, or incapacity of the President, or during such period as the President may request him or her to do so.
36. (a) There shall be a Secretary of the Society who shall keep the minutes of the meetings of members and Executive Council and shall perform such other duties as may be assigned to him or her by the Executive Council.

(b) The Executive Council may appoint a temporary substitute for the Secretary who shall, for the purpose of these by-laws, be deemed to be the Secretary.

AUDIT OF ACCOUNTS

37. There shall be a Treasurer of the Society to prepare financial reports as required by law, and to carry out such duties as the Executive Council may assign.
38. The persons responsible for the financial review of accounts of the Society shall be appointed annually by the members of the Society at the ordinary or annual general meeting and, on failure of the members to appoint such persons, the Executive Council may do so.

Proposed re-wordings:

(additions in red, material removed in green and cross-out)

36. (a) There shall be a Secretary of the Society who shall ~~keep the minutes of the meetings of members and Executive Council~~ **be responsible for the preparation of minutes, custody of the books and records, and custody of the minutes of all the meetings of**

the Society and of the Executive Council and shall perform such other duties as may be assigned to him or her by the Executive Council.

(b) The Executive Council may appoint a temporary substitute for the Secretary who shall, for the purpose of these by-laws, be deemed to be the Secretary.

37. There shall be a Treasurer of the Society to prepare financial reports as required by law, and to carry out such duties as the Executive Council may assign.

AUDIT OF ACCOUNTS

38. The persons responsible for the financial review of accounts of the Society shall be appointed annually by the members of the Society at the ordinary or annual general meeting and, on failure of the members to appoint such persons, the Executive Council may do so.

Reasoning:

The changes to by-law 36 are to consolidate the duties of the secretary into one by-law (currently, some duties are included in by-law 44 - which is to be repealed in the following motion). By-law 37 should be included under the heading of "Officers" rather than under the heading "Audit of Accounts"

Motion E: To repeal by-laws 41 to 44, and by-laws 48 to 50

Existing by-laws as of February 2, 2004:

REPEAL AND AMENDMENT OF BY-LAWS

40. The Society has power to repeal or amend any of these by-laws by a special resolution passed in the manner prescribed by law.

MISCELLANEOUS

41. The Society shall file with the Registrar with its Annual Statement a list of its Executive Officers and Councillors with their addresses, occupations and dates of appointment or election, and within fourteen days of a change of Executive Council, notify the Registrar of the change.

42. The Society shall file with the Registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed.

43. The seal of the Society shall be in the custody of the Secretary and may be affixed to any document upon resolution of the Executive Council.

44. Preparation of minutes, custody of the books and records, and custody of the minutes of all the meetings of the Society and of the Executive Council shall be the responsibility of the Secretary.
45. The books and records of the Society may be inspected by any member at any reasonable time within two days prior to the annual general meeting at the registered office of the Society.
46. Contracts, deeds, bills of exchange and other instruments and documents may be executed on behalf of the Society by the President or the Vice-President and the Secretary, or otherwise as prescribed by resolution of the Executive Council.
47. The borrowing powers of the Society may be exercised by special resolution of the members.
48. The Society shall have a Products Committee composed of at least five members of good standing to review proposals for loans and/or grants requested of the Society. The review process shall ensure that the proposals include product planning, copyright, royalties, financing, marketing, sales and distribution where necessary as outlined in the Appendix “Duties of Officers and Standing Committees of the AGS”. The committee would report directly to the Executive Council with a recommendation of acceptance or rejection of the proposal.
49. The Society shall have a Publication Committee composed of one or more members of good standing to maintain and market publications of the Society as outlined in the Appendix “Duties of Officers and Standing Committees of the AGS”.

AGS DISTINGUISHED SCIENTIST (GESNER MEDAL) AND DISTINGUISHED SERVICE AWARDS

50.
 - (i) The President shall receive, on an annual basis by December 1st of any year, nominations (see section viii) for the Gesner Medal and the Distinguished Service Award.
 - (ii) The Vice-President shall appoint a panel of not less than five judges to evaluate the nominees for the awards. After the Vice-President appoints the panel, he or she receives the nominations from the President, and mails them to the judges.
 - (iii) The Vice-President shall ask the judges if they can impartially judge all the candidates and if not to withdraw their appointment from the process.
 - (iv) Judges will rank the candidates in order of preference, and convey their rankings to the Vice-President. The latter will determine the average ranking of each candidate, and the candidate with the highest ranking shall receive the award.

- (v) The papers given to the judges will be returned to the Vice-President after the ranking and will be kept for three years from the date of their first submission. After three years they will be destroyed. All files and nominations are confidential.
- (vi) In the event of a tie vote, the President shall appoint an impartial arbitrator to cast a deciding vote.
- (vii) Nominations are to stand for a 3-year period, after which a candidate must be renominated in order to be reconsidered for an award.
- (viii) A nomination shall include a statement of between 500-1000 words succinctly explaining how the candidate meets the selection criteria, and supporting documentation from the nominator and a letter of support from the seconder. The supporting documentation could include items such as:
 - a: selected bibliography (a complete bibliography including abstracts is not needed);
 - b: documentation of impact of work; and
 - c: supporting letters from referees other than the nominator and the seconder.
- (ix) The nominator and seconder shall be members in good standing of the Atlantic Geoscience Society.
- (x) Regardless of the number of nominations received no award need necessarily be given in any one year; those nominations can be set aside for the following year. The candidate's 3-year term of eligibility shall be part of this year of no award.
- (xi) Award winners shall be advised in advance of the annual meeting, so that arrangements may be made for acceptance of the award.
- (xii) In addition to the award presentation, the winners names and years will be placed on plaques that will be displayed annually at conferences and other appropriate events. The Vice-President will be responsible for the plaques and their display.
- (xiii) The criteria for the Distinguished Scientist Award (Gesner Medal) are as follows:
 - a: award is made to a person who has, through their own efforts (maps, publications, memoirs, etc.) developed and promoted the advancement of geoscience in the Atlantic region in any field of geology;
 - b: the contribution of the person should be of large enough scope to have made an impact beyond the immediate Atlantic region;

- c: the person does not have to reside in the Atlantic region or be a member of the Atlantic Geoscience Society;
 - d: the person must still be alive and active in geoscientific research, although not necessarily full time in the Atlantic region.
- (xiv) The Distinguished Service Award shall be given in recognition of exceptional and altruistic contributions to the Atlantic Geoscience Society over a long period of time. There are no specific criteria other than this.

Reasoning:

The purpose of this wholesale repeal of by-laws is to facilitate the introduction of new by-laws (as outlined in the following motions) in an orderly form alongside, and in logical order with both re-introduced by-laws (as outlined in the following motions) and existing by-laws 45, 46, and 47. Old by-law 44 is covered in the revised by-law 36. Old by-laws 48, 49, and 50 are becoming unwieldy and so are to be simplified within new by-laws and an expanded Appendix: duties of officers.

Motion F: To introduce new by-laws 41 and 42, dealing with Standing Committees of the Society, as written:

STANDING COMMITTEES

41. The Society, in addition to the Nominations Committee (see by-law 24), shall have standing committees on the following matters:

- Awards
- Education
- Products
- Publications

All standing committees shall consist entirely of members in good standing with the Society. Standing committees shall be able to form *ad-hoc* sub-committees that report to the standing committee. Sub-committees may contain a minority of persons who are not members of the Society.

42. The composition, structure and reporting requirements of the standing committees shall be established by Executive Council and amended by them from time to time; these requirements are described in the “Duties of Officers and Standing Committees”.

Reasoning:

Committees, except for the Nominations and Awards committees, have not been discussed in the by-laws. However, there is a perceived need to formalize their structure so that there could never be a hijacking of the committees by members not in good standing. Additionally, these changes

provide the opportunity to introduce reporting requirements to these committees after a few communication problems between the committees and the elected council had come to light. The structure and duties of the awards committee is highlighted in detail in the existing, and very long by-law 50. But it is the opinion of the executive council that these duties are better detailed alongside the other duties of officers in the Appendix to the by-laws (existing and proposed updates to the appendix are included as an appendix to this document)

Motion G: To introduce new by-laws 43 and 44, dealing with Awards and Grants, as written:

AWARDS AND GRANTS

43. The Society has two awards, for which nominations are assessed by the Awards Committee on an annual basis under the terms outlined in the Appendix, “Duties of Officers and Standing Committees”. These awards are the Distinguished Scientist Award (Gesner Medal) and the Distinguished Service Award.
44.
 - a) Loans and/or grants requested of the Society must be in accordance with the laws regulating charitable organizations. All requests shall be in the form of a Proposal for Funding that acknowledges this by-law (44) of the Society as part of any agreement to release Society funds. Requests shall be addressed to the President who, if the request applies to funding for print or electronic publications, will forward it to the Products Committee for review under the terms outlined in the Appendix, “Duties of Officers and Standing Committees”.
 - b) All proposals require final approval by the Executive Council. Any Council Member who, in any capacity, is involved with a Proposal, shall not take part in the final approval process. At least five members of Council shall vote upon the final approval.
 - c) Taking into account any contingencies tied to the approval, the loan or grant must be used for the purpose outlined in the Proposal and must be used within a period not exceeding eighteen months. Proposer(s) must notify the President of any change to an item included in the proposal that is not covered by approval contingencies. Upon submission of such notification, no further expenses shall be claimed against released funds until the notification has been reviewed and accepted by Council.

Recommendations: contingencies may include allowances for variance in budget items of up to 10% from the approved proposal. Other contingencies might include a deadline for the product to be publicly available, etc.

Reasoning:

By-law 43 (along with the by-laws on standing committees, and an updated Appendix) is introduced to cover the old by-law 50. By-law 44 is introduced to formalize the procedure for person(s) wishing to apply for grants from the society (currently, no such formal procedure exists in the by-laws).

Motion H: To re-introduce, *verbatim*, under the heading "Miscellaneous" as by-laws 48 to 50, the old by-laws 41- 43.

Reasoning:

The old by-laws 41-43 are still required, but logically they should remain under the heading of Miscellaneous, hence their re-introduction as by-laws 48 - 50. Miscellaneous items will now start at by-law 45.

APPENDIX

DUTIES OF OFFICERS AND STANDING COMMITTEES OF THE AGS

(Current wording in black; proposed additions in red; wording to be removed in green with strikethrough)

President

A) At General Meetings:

1. Preside as Chairman at every general meeting (AGM)(15a).
2. Has no vote, other than as a tie-breaker (16).
3. May adjourn AGM with majority consent (17).
4. Decides whether a resolution has been carried (18).

N.B. – At each annual general meeting of the AGS, the following items of business shall be dealt with and shall be deemed to be ordinary business:

1. Minutes of the preceding general meeting.
2. Consideration of the annual report of the Executive.
3. Consideration of the financial statement, including balance sheet and operating statement and the report of the Financial Reviewers in accordance with the Societies Act.
4. Election of the Executive for the ensuing year.
5. Appointment of the two Financial Reviewers for the ensuing year.
6. All other business transacted at an ordinary or annual general meeting shall be deemed to be special business and all business shall be deemed special that is transacted at an extraordinary general meeting of the AGS.

B) At Executive Council meetings:

1. Calls meetings of the Executive Council as required (28).
2. Presides as Chairman of the Executive Council (30).
3. Entitled to vote on all questions (31).

C) General duties:

1. General supervision of the activities of the AGS and such duties as assigned by the Executive Council (34).
2. Executes deeds, contracts, etc. on behalf of the AGS (46).
3. Becomes Past-President upon retiring.
4. Announce, or appoint someone else to announce AGS awards at AUGC.

Vice-President

1. Perform the duties of the President:
 - a) As requested by the President.
 - b) As requested by the Executive Council during absence, illness or incapacity of the President (35).
2. Presides at meetings in the absence of the President (15b, 30).

Past-President

1. Chair~~man~~person of the Nominations Committee, responsible for initiating the Nominating Committee and providing a slate of candidates to the Executive Council for circulation prior to the AGM (24a).
2. Provide advice and continuity to the current Executive Council.

Secretary

1. Shall keep the minutes of the meetings of the Executive Council and the AGM (36a).
2. Shall file with the Registrar of Joint Stock Companies of Nova Scotia, within 14 days of the AGM:
 - a) Annual statement of the AGS, including a balance sheet indicating liabilities and assets, statements of income and expenses, and note signed by two Financial Reviewers and two Councillors that the financial statement is a full and fair representation (39).
 - b) List of Executive Officers and Councillors (~~41~~ 48).
(This requirement may be undertaken by the treasurer, in consultation with the secretary).
3. Keeps the seal of the AGS (~~43~~ 50).
4. Custody of minutes, books and records of the AGS (~~44~~ 36a).

5. Maintenance of mailing list and distribution of minutes.
6. Preparation and distribution of agendas for meetings, in conjunction with the President.

Treasurer

1. Prepares financial reports as required by law (37).
2. Submits balance sheets and operating accounts to Financial Reviewers prior to AGM (at least two weeks prior to AGM recommended) and same to members at AGM (39).
3. Handles sales of publications (task under review).
4. Maintains and updates master membership list.

Councillor

1. Attends meetings of the Executive Council (29).
2. Represents their constituencies in AGS matters.
3. Posts notices about talks and meetings as received.
4. Promotes AGS in their constituencies and badgers people into renewing their memberships.

Executive Council

1. Sets annual membership fee (7b).
2. Nominates Financial Reviewers (12). May appoint same if not done at AGM (38).
3. Management of AGS activities (32).
4. May appoint temporary substitute for Secretary (36b).
5. Considers nominees for AGS Service Award.

Financial Reviewer

1. Makes written report to AGM, stating whether or not they believe the balance sheet and operating account submitted by the Treasurer is full and fair; such report to be read at AGM (39).
2. Sends to Secretary a copy of the balance sheet, showing liabilities and assets, and

statement of income and expenditures, signed by two Reviewers and two Councillors, within 10 days of AGM (39).

Program Coordinator

1. Two coordinators currently exist, one in Halifax and one in Fredericton (under review - should there be one for Newfoundland & Labrador?)
2. Books speakers, schedules talks and distributes publicity on geology-based topics of broad interest to members of AGS and public in general. Should escort speaker to venue if necessary.
3. Currently, Halifax talks held second Wednesday of September to November and January to April inclusive, with December slot reserved for Christmas party. Responsible for booking room and making sure required audiovisual equipment available. Although not required, it has been customary in the past that Program Coordinator and President take the speaker to supper on the evening of the talk.
4. Prepares and distributes posters prior to each talk and sends abstract of talk for publication in next newsletter.

Newsletter Editor

1. Prepares and distributes the newsletter covering the activities of the AGS and items of interest to AGS members in the Atlantic Provinces. Normally, there are ~~nine~~ four issues per year, September, ~~December, March, and June~~ to May.
2. Provides changes of addresses, etc. to Treasurer to update the membership list (under review)

Publicity Co-ordinator

1. Prepares and keeps current an AGS display suitable for use at AGS annual general meeting, GAC/MAC, GSA, NSDNR meetings, etc.
2. Responsible for getting display to venue and arranging for it to be set up and staffed.
3. Prepares publicity/information material on AGS for use by committees in fund-raising efforts, etc.
4. Prepares media releases on the activities (including meetings, awards, and grants) and forwards such documents to relevant media outlets and to the website manager

Website Manager

1. Maintains the Society's web page.

Awards Committee

1. The Awards Committee shall consist of the Vice-President (non-voting chairperson) and a panel of not less than five judges, who will evaluate, on an annual basis, all valid nominations for the Society's awards (41, 42, 43).
2. Each year, the Vice-President shall appoint a panel of not less than five judges to evaluate the nominees. In appointing the panel, the Vice-President shall, confidentially, ask each potential judge if she/he can impartially judge all the candidates for both awards and, if he/she cannot, to decline the appointment.
3. The panel should be selected to incorporate a diversity of members (e.g. gender, age, geographic location, industry/academia/government). No person shall be a judge in consecutive years.
4. Judges shall rank in order of preference only candidates they consider suitable, and convey their rankings to the Vice-President. The latter shall determine the average ranking of each candidate, and the candidate with the highest ranking shall receive the award.
5. In the event of a tied highest ranking for an award, the Vice-President shall appoint an impartial arbitrator to cast a deciding vote.
6. Nominations that are unsuccessful will be retained by the Vice-President. They become eligible for re-evaluation in the following year, provided a 3-year term of eligibility is not exceeded (Initial evaluation + 2 re-evaluations = 3-year term of eligibility).
7. Nomination papers given to the judges shall be returned to the Vice-President after the ranking and kept for three years from the date of their first evaluation, after which time the documents will be destroyed. All files and nominations are confidential.
8. Regardless of the number of nominations received no award need necessarily be given in any one year; those nominations can be set aside for the following year. A candidate's 3-year term of eligibility shall be part of this year of no award.
9. Award winners shall be advised in advance of the annual meeting, so that arrangements may be made for acceptance of the award.
10. In addition to the award presentation, the winners' names and years shall be placed on plaques for annual display at conferences and other appropriate events. The Vice-President who chaired the committee shall be responsible for the plaques, their engraving and their display.
11. The criteria for the Distinguished Scientist Award (Gesner Medal) are as follows:

- a: the award is made to a person who has, through her/his own efforts (maps, publications, memoirs, etc.) developed and promoted the advancement of geoscience in the Atlantic region in any field of geology;
 - b: the contribution of the person should be of large enough scope to have made an impact beyond the immediate Atlantic region;
 - c: the person does not have to reside in the Atlantic region or be a member of the Atlantic Geoscience Society;
 - d: the person must still be alive and active in geoscientific research, although not necessarily full time in the Atlantic region.
12. The Distinguished Service Award shall be given in recognition of exceptional and altruistic contributions to the Atlantic Geoscience Society over a long period of time. There are no specific criteria other than this.
13. Nomination Procedure:
- (i) Nominations (see section iii, iv) for the Gesner Medal and the Distinguished Service Award may be forwarded, at any time, to the Vice-President.
 - (ii) On an annual basis, the Awards Committee will assess all valid nominations received before December 1st of any given year (this date may be extended by up to one month at the discretion of the Vice-President, but the term of eligibility of the nomination is not affected).
 - (iii) A valid nomination shall include a statement of between 500-1000 words succinctly explaining how the candidate meets the selection criteria, and supporting documentation from the nominator and a letter of support from the seconder. If possible, nominations, supporting letters and all documentation should be submitted electronically to allow easy transmission to judges.

The supporting documentation could include items such as:

- a: selected bibliography (must consist of no more than 20 key references; a complete bibliography including abstracts is not needed);
- b: documentation of impact of work; and
- c: supporting letters from referees other than the nominator and the seconder.
- (iv) A valid nomination requires that the nominator and seconder be members in good standing of the Atlantic Geoscience Society at the time of nomination.

Education Committee

1. The Education Committee shall comprise three or more members of the Society. The

purpose of the committee is to initiate, oversee, and deliver projects pertaining to the dissemination of geoscience knowledge to members of the society and to the public of the Atlantic region. (41, 42).

2. At least two members of the committee shall be members of the Executive Council, one of whom shall report directly to meetings of the Executive Council to inform them of all meetings and business undertaken by the Education Committee (42).

Products Committee

1. The Products Committee shall comprise three or more members of the Society to review every Proposal for Funding of loans and/or grants, requested of the Society that relates to the production of a physical entity (as opposed to production of, for example, an event). (41, 42).
2. A majority of the committee shall be members of the Executive Council, one of whom shall report directly to meetings of the Executive Council to inform them of all meetings, recommendations, and other business undertaken by the Products Committee. (42).
3. Any member who, in any capacity, is involved with a Proposal under review, shall not take part in that review process. The review process shall ensure that the Proposals for Funding includes all relevant items. At least two members shall vote upon a recommendation of acceptance or rejection of a Proposal. The recommendation shall be forwarded to the Executive Council where a final decision is then taken.
4. A Proposal for Funding must include a balanced budget indicating expected expenditures and income, and the names and addresses of any other funding bodies. A proposal should also include relevant items pertaining to product planning, copyright, royalties, financing, marketing, sales, distribution, and storage of material, as appropriate. (44)

Publications Committee

1. The Publication Committee shall comprise three or more members of good standing, and is charged with maintaining and marketing publications of the Society (41, 42).
2. At least two members of the committee shall be members of the Executive Council, one of whom shall report directly to meetings of the Executive Council to inform them of all meetings and business undertaken by the Publications Committee. (42).