

## ACM SIGGRAPH Executive Committee Agenda

Thursday, March 5, 2020

2 - 3 PM PDT/ 5 - 6 PM EDT

### **Meeting Attendees:**

Adam Bargteil, Executive Committee, *Director and Chair-Elect*  
Bob Berger, Leadership Consultant  
Jenna Feldman, Project Manager  
Mashhuda Glencross, Executive Committee, *Director*  
Evan Hirsch, Communications Committee, *Chair*  
Jessica Hodgins, Executive Committee, *President*  
Mona Kasra, Executive Committee, *Director*  
Brad Lawrence, Executive Committee, *Treasurer*  
Scott Owen, Governance Committee, *Chair*  
Mikki Rose, Conference Advisory Group, *Incoming Chair*  
Peter-Pike Sloan, Executive Committee, *Director*  
Cindy Stark, Conference Director  
Paul Strauss, Executive Committee, *Director*  
Brian Wyvill, Executive Committee, *Vice-President*

## SIGGRAPH FY21 Budget

### **ACM SIGGRAPH FY21 Org Budget [Brad]**

- a) The budget includes specialized conferences and the North America conference, but not SIGGRAPH Asia.
- b) Brad noted that the budget will be recalculated so that it does not spend against the fund balance if the conference does not happen (considering the potential impact of COVID-19). Until the SNA conference has occurred and not operated at a loss, SIGGRAPH will not spend into the fund.
- 2) Brad presented on the budget for FY21.
  - a) See questions and discussion below.
    - i) Mikki provided the EC with a breakdown of the proposal from Freeman on the virtual conference capture.
      - (1) The EC discussed various costs in the report.
- 3) Upon looking at the budget for various committees with strategy teams within SIGGRAPH, Paul noted that the budget he previously discussed with Brad is not present.
  - a) **ACTION Item: Paul and Brad to connect to discuss adding a budget for Digital Presence.**
- 4) Brad clarified that MarComm and Communications budgets are distinct from one another. With an eventual goal to convert to one overall group/budget.

- a) **ACTION Item: Evan to send Brad an additional expense under MarComm.**
  - b) Chapters: Their budget is higher than last year because of the efforts they are putting forth to strengthen various chapters and chapter supports.
  - c) Publications: They kept Leonardo's budget there as a placeholder if needed.
  - d) Based on budget and expenses for volunteer travel, Jessica reinforced thinking about needs for travel of staff, and considering this in future planning and this large budget as a result.
- 5) Jessica asked the EC to consider the impact COVID-19 may have on the budget, specifically how it will impact the fiscal responsibility if the conference ends up having to be cancelled.
- a) The EC looked back at the prior conference to understand the bigger losses that SIGGRAPH has gone through in the last 20 years.
    - i) In 2009, SIGGRAPH experienced a loss of 1.9 million.
- 6) Adam B. reminded the EC of the policy that states they EC will keep 1 million over the minimum in the reserve fund.
- a) The policy states: *All of the expenditures of the EC and the standing committees, but particularly those that are investments beyond the yearly income must be strategic and in support of the membership and its current needs. Unless there are significant extenuating circumstances, at least \$1M in 2018 dollars above the required reserve amount SHOULD be maintained.*
  - b) With that, the EC is tasked with taking 200,000 dollars out of the budget to meet the policy.
    - i) Brad will work on this and send it to the EC offline for approval.
  - c) Additionally, Brad can get historical data on how much SIGGRAPH underspent vs. how much SIGGRAPH had projected.
    - i) Mikki noted that the CAG is discussing various milestones, plans, and policies they will put in place in preparation for the circumstances unfolding around COVID-19.
    - ii) Jessica noted that she joined the CAG meeting with the EC reps to discuss various questions and milestones to follow in the coming months.
  - d) **ACTION Item: Brad will revise the budget to cut 200k from the budget, then email to the voting EC to approve the budget.**
- 7) In approving this budget, the EC acknowledges Section 4.1 of the policy document for SIGGRAPH which says in part: *All of the expenditures of the EC and the standing*
- 8) *committees, but particularly those that are investments beyond the yearly income must be strategic and in support of the membership and its current needs. Unless there are significant extenuating circumstances, at least \$1M in 2018 dollars above the required reserve amount SHOULD be maintained. No expenses that go beyond a balanced budget shall be incurred until after SNA has taken place and it has been determined that that conference will not operate at a loss for that year.*
- a) **Vote: Jessica, Brad, Adam F., Mona, Mikki, Peter-Pike, Paul, Adam B., voted to approve**
    - i) **APPROVED**

**Proposal from education committee to put dome in village (Jessica)**

- b) For context, the education dome was a proposal from the Education Committee to have a designated area in the experience hall for various educational content, with the goal to generate more activity in the village.
  - i) However, there are various questions about the curated content and how that will compete with various juried content through the conference.
- c) Jessica suggested that the EC does not approve the education dome for 2020, but can reconsider for 2021.
  - i) Mashhuda motioned to vote to not approve the education dome for 2020, but will reconsider in 2021. Brad seconded.
    - (1) Vote: **Jessica, Brad, Adam F., Mona, Mikki, Peter-Pike, Paul, Adam B., voted to approve**

**(a) APPROVED**