

## ACM SIGGRAPH Executive Committee Meeting Minutes

Thursday, January 21, 2021

2 - 3 PM PT/ 5 - 6 PM ET

### **Meeting Attendees:**

Adam Bargteil, Executive Committee Chair  
Jess Barker, Executive Committee Director  
Bob Berger, Leadership Consultant  
AJ Christensen, Chapters Committee Chair  
Ashley Cozzi, ACM Program Director  
Jenna Feldman, Project Manager  
Adam Finkelstein, Executive Committee Director  
Mashhuda Glencross, Executive Committee Director  
Jessica Hodgins, Executive Committee Past-Chair  
Mona Kasa, Executive Committee Director  
Brad Lawrence, Treasurer  
Scott Owen, Governance Committee Chair  
Mikki Rose, Conference Advisory Group Chair  
David Spoelstra, Treasurer-elect  
Cindy Stark, Conference Management  
Paul Strauss, Executive Committee Director

### **Approve EC Meeting Minutes - January 07, 2021**

**i) APPROVED**

## Global Communities, Conference, and Standing Chair/Strategy Group Updates

### **1) Global Communities (Adam B./AJ)**

**a)** AJ presented his plan for the Chapters Committee to take on and own Global Communities Affinity Groups.

**i)** Vote: The EC votes to approve Global Communities Affinity Groups to live with and be owned by the Chapters Committee.

(1) David, Jesse, Paul, Mikki, Mashhuda, Adam B., Elizabeth, Brad, and Adam F. voted to approve

**(a) APPROVED**

**ii)** The goal is to implement in the Spring/Summer and then have it ready by the SIGGRAPH NA conference to open up to attendees. Currently, the members of the Chapters Committee are meeting with various groups across the organization. AJ also intends to join occasional EC meetings to update and discuss various plans and next steps.

**ACTION Item: Brad needs a high-level indicator of the budget so they can add it to the cycle. AJ will add it to their agenda and discuss with Brad before May 01, 2021.**

- a. Additionally, the group is looking into a database to maintain member information. The group discussed CVENT as a potential option, but Ashley encouraged AJ to discuss directly with her about their needs and the platform.

## **2) Conference Updates**

### **a) SNA(Cindy/Mikki)**

- i) Have a press release that will announce SIGGRAPH 2021 dates and 2023 Conference Chair planned for the next week or so.
  - (1) Pol is working to finalize dates. Likely will stay around original dates for 2021.
- ii) CAG budget meetings next week to go through 2021 budget details and prepare for EC presentation on February 4.
- iii) The CAG is interested in bringing an external representative to the group to provide expertise in the area of digital events/conferences.
- iv) First couple of SIGGRAPH 2021 programs closed, Art gallery with 141 submissions and Art Papers had 56 long and short 23 with a total of 79 completed submissions.
- v) Platform updates: The group is getting ready to finalize the platform. Currently, they have reviewed a variety of platforms and have had in-depth discussion with Hubb to discuss important items the conference would need addressed (including time zone converter and other items). Overall, none of the other platforms they reviewed had the full package or the same flexibility as Hubb.
- vi) Additionally, they are currently in touch with OhYay and having ongoing conversation with the platform on how to best incorporate it into the conference. Kayvon has been on every call about the platform, and believes this is a good move for SIGGRAPH as he has used the platform often.
  - (1) They are also looking at an additional platform that hosts virtual experience that is being rolled out at South by Southwest.

### **b) SA (Mashhuda/David)**

- i) At the last meeting, the SACAG worked to get a better understanding on the contingency and precaution plans for 2021, space they have now, how much they are paying, and what elements are on the hook should they need to shift/cancel. Various details are still being negotiated.
- ii) The Tokyo Tourism Bureau is providing a large amount of money to SIGGRAPH Asia. The venue cost of ~\$580,000 and all, or most, of cancellation fees would be covered if the plans shift.
  - (1) Still confirming the exact milestone date that will be the deadline to cancel/shift contracts.

### 3) Strategy Group Updates

- a) Nurturing (Adam F.)
  - i) Over the fall, the group spent time deciding what types of year-round activities would be relevant to the membership, utilizing a wikisurvey and conducting focus groups. The group recognized that there are new groups/committees forming within SIGGRAPH that are overlapping these areas and they look to work with these groups in tandem.
    - (1) At the last meeting, there was conversation on how to refocus efforts of the groups, and they converged on the idea that they could shift to focus on ways to nurture volunteers within the organization.
- b) New Communities (Mashhuda)
  - i) The group felt positive about the November/December 2020 events they hosted (Frontiers online and A Conversation With...) and learned a lot about scheduling and structure for the future. Mashhuda noted that the group needs more clarity on how the conference Frontiers and the strategy group Frontiers events fit together.
    - (1) Mashhuda agrees that this group will have to discuss how their efforts can shift and reposition the strategy in 2021.

### 2) Updates from Standing Chair meetings

- a) Focused Communities [Guilds] (Mona)
  - i) The last meeting discussed events that different groups are putting together, platform, and permission questions/issues.

## Governance Items, Standing Chair Calendar, and Member Benefits

### 3) Governance Items (Scott)

- a) 4.5 Unbudgeted Expenses item
  - i) David, Jesse, Paul, Mikki, Mashhuda, Adam B., Elizabeth, Brad, and Adam F. voted to approve  
**(1) APPROVED**
- b) 4.2 Finance Committee item
  - i) The EC expressed concern over the term 'involved', citing that it may be too vague and doesn't clearly outline the involvement in the group. The purpose of the CAG chair being involved in the finance committee is to have better transparency with the conference.
    - (1) The EC agreed that they will delay discussion and an official decision on this item until the next time they can discuss with the current CAG chair present.
      - (a) For now, they will add Mikki to the upcoming budget/finance meetings in the interim.

**4) Update on Standing Chair Events Calendar (Jenna)**

- a) Jenna reported on the implementation of the 'ACM SIGGRAPH Events Calendar' that was recently rolled-out to all Standing chairs. The calendar is self-moderated by the chairs and each of them has access to begin posting events to the Google calendar. Once posted, they will be imported weekly to the SIGGRAPH website.

**5) Members Benefits (Adam B.)**

- a) The group voted on the approval of the ACM SIGGRAPH Membership benefits developed by the EC.
  - i) David, Jesse, Paul, Mikki, Mashhuda, Adam B., Elizabeth, Brad, and Adam F. voted to approve

**(1) APPROVED**