ACM SIGGRAPH Executive Committee Meeting Minutes

Tuesday, March 15, 2021

2 - 3 PM PT/ 5 - 6 PM ET

Attendees:
Rhea Adur, Student Rep to the EC
Adam Bargteil, Executive Committee Director
Jesse Barker, Executive Committee Chair-elect
Elizabeth Baron, Executive Committee Chair
Tomasz Bednarz, SACAG Chair
Ashley Cozzi, ACM Program Director
Marcia Daudelin, Conference Administration/Management
Jenna Feldman, Project Manager
Adam Finkelstein, Executive Committee Director
Masa Inakage, Executive Committee Director
Mona Kasra, Executive Committee Director
Brad Lawrence, Treasurer-elect
Barbara Mones, Executive Committee Director
Munkhtsetseg Nandigjav, 2022 Conference Chair
Scott Owen, Governance Chair
Hanspeter Pfister, Executive Committee Director
Mikki Rose, Conference Advisory Group Chair
David Spoelstra, Treasurer
Cindy Stark, Conference Management

Conference Budget Update

1) **2022 SIGGRAPH Conference Budget - Update (Muunuu/Cindy)**
    a) Historically, in 2014/2018, there was discussion about tax obligation in Vancouver. The information received in relation to compliance was tied to differentiation between whether SIGGRAPH was a foreign or domestic convention. In the past, they did not anticipate that more than 25% would be Canadian attendance. Now looking at data from 2014/2018, they realize they are closer to 40%/45% Canadian attendance which would allocate SIGGRAPH as a domestic conference.
    b) The conference was informed that they are not handling the taxes in Canada properly for VST and PST. The final numbers are still a work in progress. The 7% PST does not need to be charged, but PST and VST will have to be paid on all merchandise. Any exhibitor with a Canadian address will have to pay a 5% GST tax (those without a Canadian address will not have to pay it. As for the virtual part of the event, there are no extra taxes on that registration.

i) With that, the first option on how to approach the tax situation is that the GST tax will only apply to Canadians. For foreigners, they will have to pay a different rate for GST, which they are still determining
   (1) With this option, they would provide two separate registration tables on the website, one for Canadians and one for non-Canadians. But they would still need to confirm with the registration system whether they can implement two different tax charts.
ii) The EC discussed another option to charge everyone the same flat rate, and then increase the rates in proportion to the amount that would cover the estimated tax owed.
   (1) This would also be the better option to be able to show the most updated and accurate registration rates where it is shown on the conference website.
      (a) The EC agreed that there needs to be careful calculations with the estimate of taxes that will be owed, but they like the idea of being more equitable across all attendees. Overall, the EC favored this option as it will appear to make backend logistics easier and make registration more equitable across all attendees.
iii) The EC agreed to ask the conference to move forward with a flat-rate and the conference and ACM will work on the specific calculations.

Website Updates & Governance Items

2) Additional Website update – Adele (Elizabeth/Adele)
   a) Adele, the Communications chair provided updates on the website
      i) The website is currently looking very good! The content is almost finalized and the current plan is for the first version of the website to be ready for review by the end of this month. Adele will plan to attend an EC meeting in April to share it with the EC.
      ii) For website updates, to maintain a professional and consistent website is to have all changes (except for Scott Owns access to the Governance content) be pipeline through the Webmaster, which has worked successfully over the past year.
         (1) The committee is actively looking for a second webmaster to work with Alex Rollinson.
      iii) Templates: Adele has been working with professional chapters to provide templates for the website to look consistent. This template will be available to standing committees.
      iv) Adele will show the first draft of the website to the EC and will review the templates and if what's built out will work for the Standing Committee needs.
         (1) Adele and Cliff can attend the next Focused Communities/Guilds meeting to discuss the website updates with Standing Committees.

v) The EC discussed the current communications/social media processes and would like a reminder to be sent out to the organization and permanent documentation on who to reach out to for social media posting and website content updates.
    (1) Elizabeth shared that documentation has been created and will be sent out to the organization with the information requested above.

3) Governance Items (Scott)
    a) Section 4.6 Financial Policies
        i) Donations. If an entity in ACM SIGGRAPH, e.g., a Standing Committee or Advisory Board, receives an external donation that is not meant to be all spent in one year, then those funds are tracked and added to the yearly budget of that entity until gone.
        ii) Adam B. Moved. David Seconded.
            (1) Vote: Mona, Elizabeth, Adam B., Adam F., David, Brad, Hanspeter, Jesse, Masa, Barbara, and Mikki voted to approve.
                (a) **APPROVED**