

# OC ACM Executive Committee

## July 2017 Meeting Agenda and Notes

- Introductions
- Review and approve prior meeting minutes
- Treasurer's Report
- ACM Annual Report
- July Program Meeting Post Mortem
- 2017 Program Meeting Speakers
- Chapter Volunteer Follow-up
- Chapter Social Meetings
- IBM Community Grant
- Other Business

Note: Meeting notes generally appear in *Blue Italic text*.

# Meeting Attendees

- *Dan Whelan*
- *Steve Steinberg (teleconference)*
- *Allen Takatsuka*
- *Lalit Patel*
- *Shirley Tseng*
- *Michael Fahy*

# Motions

Motion	Moved By	Seconded By	Status
Approve June 2017 Committee Meeting Minutes	Allen Takatsuka	Lalit Patel	Approved

# ACM-OC Treasurer's Report July, 2017

- Beginning Balance of: **\$ 2,842.52** (Statement close 6/30/17)
  - Expenses for 7/12 meeting: \$ 185.30 (\$100 room\*, \$85.30 expenses)
  - Deposits of **\$ 343.87**
    - Donations @ 7/12 Meeting \$ 213.00
    - WePay Donations 7/14-7/18 \$ 30.87
    - Student award donation \$ 100.00
- Net Balance (7/25) : **\$ 3,101.09** Includes \$947.08 of restricted use IBM funds & \$100 restricted student support funds.
- Unrestricted: **\$ 2,054.01**

\* Check for room fee cleared account on 6/30, reflected in statement beginning balance

# ACM Annual Report

- Completed by Steve and myself, and posted July 17<sup>th</sup>.
- ACM Chapter on-line Membership updated then as well. We have approximately 500 chapter members listed with the ACM.

# July Program Meeting Post Mortem

- About 135 people attended the meeting
- Thanks to UCI ICS for helping to promote the meeting. We had 16 people sign in with uci.edu domain email addresses.
- UCI ICS also video recorded Prof. Singh's talk which is now available on [YouTube](#) and linked to from our website.
- The following changes were also made. What worked well and what didn't?
  1. Changed the check-in form to ask about volunteering  
We have 35 attendees who during check-in indicated that they want to help as volunteers, and another 35 who indicated "maybe".
  2. Used taller table for registration to make it easier to type while standing
  3. Tried to shorten and change up (ACM Video) the business part of the meeting
  4. Communicated our new cost structure to attendees
  5. Mentioned GameSIG and Student Awards, ask for corporate sponsors

*Agreed that changes implemented in July were improvements and will be kept in place going forward.  
Also agreed that we no longer need to provide paper sign-in forms.*

# 2017 Program Meetings

Meeting Date	Speaker / Topic
January 11, 2017	Peter Coffee / Intelligent Experience
March 8, 2017	Prof. Michael Franz / Cybersecurity
May 10, 2017	Prof. Marios Papaefthmiou, UCI ICS Dean
July 12, 2017	Prof. Sameer Singh / Machine Learning
September 13, 2017	Gerald Holzmann, Ph.D / Space Flight Software & Code Analysis
November 8, 2017	

# 2018 Program Meetings

Meeting Date	Speaker / Topic
January 10, 2018	Sigmund Fidyke / ICANN
March 14, 2018*	* Annual Business Meeting & Elections
May 9, 2018	
July 11, 2018	
September 12, 2018	
November 14, 2018	



# 2017 Program Meeting Speaker Nominations

Topic	Potential Speakers	Chapter Contact
Distributed Ledger / BlockChain	<ul style="list-style-type: none"><li>• Apache HyperLedger Project -- Brian Behlendorf</li><li>• Jerry Cuomo (IBM)</li><li>• Rees Morgan (Qubechain)</li></ul>	Dan
Quantum Computing	IBM UCSB Caltech – <a href="#">Thomas Vidick</a> Caltech -- Fernando Brandão Chapman – Justin Dressell	
Machine / Deep Learning	UCI Faculty – Amina Anandkumar UCI – <a href="#">Sameer Singh</a> Caltehc -- Yisong Yue (Sports)	Dan
Software for Space Flight	<a href="#">Gerard Holzmann (JPL)</a>	

# Chapter Volunteer Follow-Up

- I sent a personalized email to each of the 70 June meeting attendees who indicated “Yes” or “Maybe” with respect to volunteering.
  - 15 of those replied to my email mostly indicating additional interest
  - Specific interest in assisting with Membership, PR, Corporate Sponsorship and establishing a Business of Technology track
- ExComm feedback suggested that we follow up with emails indicating specific needs and host some sort of event to engage new volunteers
- What are our needs and how should we best engage with these potential volunteers?

*Dan will follow-up with email requesting interest in the roles described on the next chart and whether a potential August 9<sup>th</sup> meeting works for them.*

# Current Chapter Volunteer Needs

Role	Description
Program Speaker Coordinator	Recruit speakers for specific program meetings; coordinate the chapter's interaction with the speaker; introduce speaker at the program meeting
Program Hospitality Coordinator	Purchase food for program meetings; deliver food to meeting; set-up and tear-down at meeting
Program Facilities Coordinator	Coordinate usage of meeting facilities (currently with UCI Applied Innovation) including maintaining reservations for future events
Program Video Coordinator	Record video at program meetings; edit and post video on YouTube
Program Chair	Oversee all program related functions
Social Media Coordinator	Coordinate the chapter's social media usage across Meetup.com, LinkedIn and YouTube
Fundraising – Meeting Donations	Solicit donations from meeting attendees
Fundraising – Corporate Sponsorship	Solicit donations / grants from local corporations
Membership Coordinator	Recruit new members; maintain membership database; update Meetup attendance and update ACM Chapter membership
Social Event / Networking Coordinator	Run occasional non-technical events at local restaurants/bars (no-host)

# Chapter Social Meetings

- *Michael informed us about the ASA's social networking events which are no-host events at local restaurants or bars, e.g. JT Schmid's Restaurant and Brewery at The District in Tustin*
- *There was general interest in having some similar events*
- *We'll need someone to coordinate it – added a role to the list of roles that we'll be sharing with our potential new volunteers*
- *Dan thought that we should be able to use some IBM funds to pay for appetizers as long as these aren't regular events; drinks would be on a "no-host" basis*

# IBM Community Grant

- I'm eligible to request a \$2000 IBM Community Grant this year.
- IBM funds cannot be used for:
  - Athletic or recreational activities (camping, sports, etc.)
  - Capital improvements (land purchase, building construction, major building modifications, etc.)
  - Operating expenses (salaries, office supplies, utility bills, etc.)
  - Projects, such as trips or scholarships, that benefit individuals
  - Third-party donations
  - Recurring events or services
  - Auctions, raffles, or fundraising initiatives (e.g. walk-a-thons)
- What would best benefit the Chapter?
  - Video production equipment?
  - One-off events, such as Hackathon, or Weekend of Code, technical training

# Other Business

- Peter Coffee Video (John Goodman requested that it be posted)

*Current status is that all of past our meeting videos that UCI Applied Innovations recorded were recorded using a MediaSite system that UCI Applied Innovations no longer has a license to. These videos can be viewed using a proprietary viewer, but for the time being, there is no easy way to get them into an YouTube acceptable format.*