To: Region 3 ExCom
From: Eric Grigorian
Date: March 14, 2021

RE: R3 Conference Committee Monthly Chair Report

Conference Committee conducted the following activities since February ExCom meeting:

- Conference Committee met on 3/2/2021
    - Reviewed updates from SoutheastCon 2020
    - Reviewed updates from SoutheastCon 2021
    - Reviewed budget for SoutheastCon 2022
    - Received updates from SoutheastCon 2023 committee
    - **Attendees (8):** Wyman Williams, Theresa Brunasso, James Conrad, Sean Haynes, John Balsam, Joe Juisai, Saeed Latif, and Eric Grigorian
- Submitted information to Operational Audit Committee as part of request to audit Conference Committee in 2021
- Participated in SoutheastCon 2021 organizing committee meetings
    - Provided 2019 contributor information to committee
    - Supported data calls
    - Reviewed technical papers
- Participated in SoutheastCon 2022 organizing committee meetings
    - Reviewed and provided comments to draft budget
    - Reviewed draft Hardware Competition rules and provided comments
    - Supported organizing committee
- Participated in SoutheastCon 2023 organizing committee meeting
    - Reviewed and provided comments to draft budget
- Sean Haynes and Eric Grigorian continued dialogue with Region 9 for coordination of joint Caribbean-based technical conference
    - Initiated dialog to develop an MOU
- Reached out to current and past treasurers to obtain conference surplus history data
- Reached out to IEEE Finance to obtain historical data for conference surplus data from 2015-2021
    - Forwarded information received from HQ to past conference committee members and R3 Treasures for accuracy/correctness of data particularly for 2016 & 2017 years
- Continued with updates to SoutheastCon Operations Manual