



AGENDA for Face-to-Face Board Meeting April 17-18, 2023

Meeting: April 17, 2023, 8:00am to 4:00pm Mountain Time
April 18, 2023, 8:00am to 5:00pm Mountain Time
Location: In-Person; Longmont, CO
Zoom Meeting
<https://zoom.us/j/8256677745>
Meeting ID: 825 667 7745

APRIL 17, 2023

ATTENDEES

Presiding Officer:

Korey Hampton – **Chair**

Board Member Attendees:

Rohan Shahani – **Vice Chair** Leslie Sohl – **Member** Jason Ong – **Member**
 Michael Smith – **Secretary** Kennerly de Forest - **Member** Billy Simpson – **Member**
 Erik Marter – **Treasurer** Connor James – **Member**

Quorum? Yes No

Guests:

Heather Brooks
John Voegtlin
Melissa Webb

Meeting called to order at 8:00 AM Mountain Time by Korey Hampton.

08:00 – 08:05 | Welcome Guests & Housekeeping | Korey Hampton

08:05 – 08:06 | Reading of the ACCT Mission Statement | XXX

The Association for Challenge Course Technology (ACCT) establishes and promotes the standard of care and measure of excellence that defines professional practice and effective challenge course programs. ACCT develops, refines, and publishes standards for Installing, maintaining, and managing challenge courses; provides forums for education and professional development; and advocates for the challenge course and adventure industry.

08:06 – 08:07 | Reading of the ACCT Anti-Trust Statement | XXX

It is the policy of the Association for Challenge Course Technology, and it is the responsibility of every Association member company, to comply in all respects with federal and state antitrust laws. No activity or discussion at any Association meeting or other function may be engaged in for the purpose of bringing about any understanding or agreement among members to:

(a) raise, lower, or stabilize prices;



- (b) regulate production;
- (c) allocate markets;
- (d) encourage boycotts;
- (e) foster unfair trade practices;
- (f) assist monopolization, or
- (g) in any way violate federal or State antitrust laws.

Any questions regarding the meaning or applicability of this policy, as well as any concerns regarding activities or discussions at Association meetings, should be promptly brought to the attention of the Chair of the Board of Directors.

08:07 – 08:10 | Approval of Agenda | Korey

Motion:	Review and approve the meeting agenda
Made by:	
Seconded by:	
Discussion:	None.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

08:10 – 08:15 | Approval of Minutes from 03/15/2023 & 03/24/2023 | Korey

Motion:	Review and approve the 3/15/2023 meeting minutes
Made by:	
Seconded by:	
Discussion:	None.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion:	Review and approve the 3/24/2023 meeting minutes
Made by:	
Seconded by:	
Discussion:	None.
Vote:	In Favor – N/A



Motion Carries:	Opposed - 0 Abstaining - 0 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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08:15 – 09:45 | Facilitation with Darrell

09:45 – 10:00 | Break

10:00 – 12:00 | Executive Director Transition | Rohan Shahani and Michael Smith

12:00 – 13:00 | Lunch

13:00 – 14:00 | Vendor Accreditation Manual | Rohan Shahani

Motion:	
Made by:	
Seconded by:	
Discussion:	None.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

ACTION ITEM –

14:00 – 14:30 | Board of Director Appeals Process | Mike Smith and Rohan Shahani

14:30 – 14:45 | Break



14:45 – 16:15 | Committee Reports / Updates

- Accreditation & Certification Committee
- Compliance Committee
 - Terms of Reference
 - Code of Conduct
 - Code of Ethics
 - Grievance Update
- Finance (2 hours planned for budgeting during second day afternoon)
- Insurance & Risk Management Committee
- International Committee
- Leadership & Nominations
- Technical Information, Research, Education Committee

16:15 | Meeting Closing | Korey

<p>Motion: Motion to adjourn the meeting.</p> <p>Made by:</p> <p>Seconded by:</p> <p>Discussion: None</p> <p>Vote: In Favor – All Opposed – 0 Abstaining – 0</p> <p>Motion Carries: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Meeting adjourned at x:xx am Mountain Time.



APRIL 18, 2023

ATTENDEES

Presiding Officer:

Korey Hampton – **Chair**

Board Member Attendees:

Rohan Shahani – **Vice Chair** Leslie Sohl – **Member** Jason Ong – **Member**
 Michael Smith – **Secretary** Kennerly de Forest - **Member** Billy Simpson – **Member**
 Erik Marter – **Treasurer** Connor James – **Member**

Quorum?

Yes No

Guests:

Heather Brooks
John Voegtlin
Melissa Webb

Meeting called to order at 8:00 AM Mountain Time by Korey Hampton.

08:00 – 08:05 | Welcome Guests & Housekeeping | Korey Hampton

08:05 – 10:30 | Secretariat / Draft standards | Leslie Sohl

Motion:	
Made by:	
Seconded by:	
Discussion:	None.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion:	
Made by:	
Seconded by:	
Discussion:	None.



Vote: In Favor – N/A
Opposed - 0
Abstaining - 0
Motion Carries: Yes
 No

10:30 – 10:45 | Break

10:45 – 12:00 | Staff Reports

- John Voegtlin
- Melissa Webb
- Heather Brooks

12:00 – 13:00 | Lunch

13:00 – 15:00 | Budget Planning | Erik Marter

15:00 – 15:15 | Break

15:15 – 16:15 | Governance Discussion

- Bylaws (~20 minutes)
- Strategic Plan (~20 minutes)
- Policy Review (~20 minutes)

16:15 – 17:00 | Parking Lot

Meeting Closing (Korey)

Motion: Motion to adjourn the meeting.
Made by:
Seconded by:
Discussion: None



<p>Vote: In Favor – All Opposed – 0 Abstaining – 0</p> <p>Motion Carries: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Meeting adjourned at x:xx am Mountain Time.



TEMPLATE ITEMS

ACTION ITEM – Add item

Motion

Motion:	To
Made by:	
Seconded by:	
Discussion:	None
Vote:	In Favor – All Opposed – 0 Abstaining – 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No