



MINUTES for Regular Board of Directors Meeting July 17, 2019

Meeting Logistics:
07/17/2019 8:00a Mountain Time

Location:
Phone Conference
218-936-3817;510426#

ANTI-TRUST STATEMENT

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 Association Executive Director or the Chair of the Board of Directors.

ATTENDEES

Presiding Officer:

- Ben Kopp - **Chair**

Board Member Attendees:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Bahman Azarm - Vice Chair | <input checked="" type="checkbox"/> Cameron Annas - Member | <input type="checkbox"/> Rohan Shahani - Member |
| <input checked="" type="checkbox"/> Mandy Stewart - Secretary | <input checked="" type="checkbox"/> Paul Cummings - Member | <input checked="" type="checkbox"/> Shawn Tierney - Executive Director |
| <input checked="" type="checkbox"/> Carson Rivers - Treasurer | <input checked="" type="checkbox"/> Victor Gallo - Member | |

Additional Attendees:

Kennerly DeForest (8:00am – 9:41am)
Wayne Berger (9:00am – 9:41am)
Brenda Reed (9:01am – 9:41am)
Chris Ortiz (9:01am – 9:41am)

Quorum?

- Yes
 No



Meeting called to order at 8:01 AM Mountain Time by Ben Kopp.

Approval of Agenda

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

Approval of Minutes

[TABLED UNTIL AUGUST BoD MEETING]

Meeting and Date of Minutes:

- Regular Board of Directors Meeting (phone), 19 June 2019

Monthly Financials (Shawn)

- Shawn has placed the draft June financials into the **Finance Committee folder** on Drive for review [2019-07-11 *REPORT June Financials – DRAFT*].
 - Actual net revenue for FY2019 is about \$227,000
 - Shawn to place additional revenue into savings

Executive Director Update (Shawn)

- Shawn has placed his ED report into the BoD meeting folder on Drive for review [2019-07-11 *REPORT ED to BOD*].
 - **Face to Face Meeting Guidelines** (Shawn)
 - Will be turned into policy
 - Draft will be circulated amongst the Chairs for feedback
 - To be voted on at the August BoD meeting
 - **Health Insurance Update** (Cameron)
 - Minimum amount of people needed for first year is 200
 - 200 need to be on the major medical insurance
 - IRM will continue to pursue details



International Committee (Victor)

- Taiwan looks promising as Asia ACCT event location for 2020
- Looking to see how feasible ACCT presence at events with an international platform would be
 - Coordinate efforts with PR & Marketing Work Group
- Costa Rica ICE
 - November 2019 is currently the likely timeframe
 - Target 30 candidates, 4 trainer administrators
- Peru is interested in adopting ACCT standards; possibility of meeting in August with regulators

FY20 Priorities (Ben)

- Time to be allotted at September Face to Face to address FY20 priorities
- Strategic planning to be part of this; budget and direction for utilization of resources TBD

Bahman exits meeting at 8:58a Mountain

Wayne Berger joins meeting at 9:00am Mountain

Brenda Reed and Chris Ortiz join meeting at 9:01am Mountain

Accredited Vendor Program Check-In (Mandy)

- Document was circulated to ensure that everyone is on the same page for the revamped program
- Objectivity is a priority of the program
- Outstanding questions to be brought back by Wayne to the Vendor Accreditation Revamp Task Force
- Finance Committee is ready to start dialogue on financial structure of revamped program; Wayne and Carson to facilitate dialogue
- More dialogue between the Task Force and the BoD is needed; additional meeting to follow

Kennerly, Wayne, Brenda, and Chris exit meeting at 9:41a Mountain

Annual Conference Updates & Needs (Shawn)

- **Exhibit Hall Guidelines**
 - Revisions to proposed guidelines need to be made by Shawn; BoD to respond via email/Slack
- **AGM Raleigh**
 - Business meeting to be held as a standalone, not be combined with social/dinner
- **Portland 2023**
 - Contacts are signed



Insurance Check In (Mandy)

- Vendor/builder General Liability insurance premiums are rising, some significantly
- This is impacting vendors, accredited or otherwise and is being actively discussed amongst the membership
- Needs to be included in our Strategic Planning conversation at September meeting

CLOSING

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

Meeting adjourned at 9:54 AM Mountain Time.

APPROVED



To: ACCT Board
From: Shawn Tierney, Executive Director
Date: 7/10/19

RE: July Board Report

Summary of Activities

June Financials

The June draft financial statement is in the Finance Drive along with our bank, CD, and money market account statements. Currently projecting to end the FY19 fiscal year with roughly \$166k in net income.

Investment & Savings Accounts

Based on recommendations from the Finance Committee, I have opened an online bank account with PNC bank. The PNC account will be used as the operating money market account for transferring excess available cash from Chase throughout the year. Our UFB (AXOS Bank) account will be designated as a reserve account due to its higher interest rate. Citizens Access, our CD account, currently has 12 and 18-month CD's valued at \$85k+ each. The 6-month CD that matured at the end of June was transferred to UFB and PNC. Total amounts at the end of June for all accounts was as follows:

Operating accounts: (\$167,000)

Chase: \$142,000

PNC: \$25,000

Reserve accounts: (\$454,574)

UFB: \$285,650 (*\$50k will be transferred from this account to PNC to keep the total amount at or under the \$250k FDIC limit*)

Citizens Access CD's: \$168,924

Outsourced Bookkeeper

Brian Funtleyder and I have interviewed two candidates for an outsourced bookkeeper position. We plan to hold two in-person interviews in the next week. The goal is to have this position (12-15 hours per month) filled by the end of July. The new bookkeeper will set the FY20 budget up in QB, and will work closely with me and the finance committee on monthly financials and other bookkeeping functions.

Costa Rica ICE Event

Staff are currently investigating the possibility of offering an inspector training, and for those individuals who are qualified, a testing event in Costa Rica in October.

F2F Meeting Guidelines / Expectations

I will be drafting some guidelines and expectations for the chairs of volunteer groups that have requested F2F meetings. I should have a draft for review/comments by the July BOD meeting.

Fall PVM Symposium

A fall symposium has been proposed by Erik Marter. The proposed location is Spokane, after the BOD meeting in October. The purpose would be to provide updates to attendees about the roll-out of OA, and the Re-vamp of vendor accreditation. Updates on these topics will also be provided via webinar platforms for those who would not be able to attend a symposium.

Staff Retreat

I am planning a staff retreat (one day) in late August now that we are fully staffed up. The agenda has not yet been determined.

ACCT Sponsored Health Insurance for Members

A survey designed largely by the Insurance and Risk Management committee has closed, with a total of 175 responses. The survey has been sent to the IRMC for the next steps in the process.

FY20 Organizational Priorities

1. Member Value

- 1.1 ACCT sponsored health insurance plan for members: **currently being investigated by IRMC as to feasibility**
- 1.2 Access to legal defense/expertise: **has not moved forward at this time**
- 1.3 Transparency / Communication: **further clarification is requested on this priority**
- 1.4 ACCT University: **will launch in the fall of 2019. Researching content, and preparing the landing page on the ACCT website**
- 1.5 Industry Data: **has not moved forward at this time**

2. Government Relations

- 2.1 Publications Group: **has not moved forward at this time**
- 2.2 Crisis communication: **Skip King will be conducting a media training at the office with the ED, PD and office staff members in late July**
- 2.3 List of stakeholders and regulators: **final preparations are being made to the regulatory map with an expected launch date on the ACCT website by late July, early August**

3. Credentialing / Program Management

- 3.1 OA – support launch: **awaiting final work from the ORPTF, and final preparations for launch in September (?), PR marketing needs?**
- 3.2 ICE – **has requested a F2F meeting in August. See note above regarding guidelines / expectations for F2F mtgs**
- 3.3 Vendor accreditation- **awaiting final work from the Re-vamp TF**
- 3.4 Trainer credentialing – **has sent out a survey to gather feedback about industry training methods/curriculum**
- 3.5 Evaluation – **has not moved forward (methods to evaluate the program?)**

3.6 Harmonization – has not moved forward (harmonizing across all credentialing programs?) ACC task?

3.7 Alignment of volunteers - has not moved forward (ACC task?)

4. Organizational Health

4.1 Strategic planning: has not moved forward at this time. BOD task

4.2 Org communication / PR (external): Further clarification is requested on this priority

4.3 Tech work group (Slack, drives, Asana, etc.): Meeting with OM, Carson and Mandy the week of July 8 to discuss the next steps

4.4 File storage protocol / clean up: see note above

4.5 Bylaws: has not moved forward at this time. BOD task

4.6 Elections (structure, logistics, transparency): has not moved forward at this time. Nominations & Leadership Committee task?

5. Volunteer Support and Management

5.1 BOD development (on-boarding, knowledge base, teambuilding): Nomination & Leadership Committee task?

5.2 Committee, TF, WG chair training: has not moved forward at this time

5.3 Affinity Groups – purpose, value: has not moved forward at this time

6. International Efforts

6.1 Standards translations: currently exploring Korean and Chinese as the next ACCT vetted translations

6.2 International events – hosting and attending: see Costa Rica and Asia notes in report. ED is exploring attending IAPA and/or the Arival conference next year

6.3 Credentialing opportunities: see Costa Rica note in report

6.4 Insurance: further clarification is requested on this priority

6.5 Government relations: see Costa Rica note in report. PD is drafting an agreement with INTECO for adoption of ACCT standard in Costa Rica

Monthly Management Report

Association for Challenge Course Technology

For the period ended June 30, 2019



Prepared by

Kristi L. Hattig CPA, LLC

Prepared on

July 5, 2019

Table of Contents

Balance Sheet DRAFT3

Profit and Loss by Class4

Profit and Loss by Class5

Balance Sheet DRAFT

As of June 30, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
Axos Bank	226,407.18
Chase Operating	140,397.20
Chase Savings	227.08
Citizen's Access CD	0.00
X-0508	84,243.77
X-0511	84,451.77
X-0523	84,473.96
Total Citizen's Access CD	253,169.50
Total Bank Accounts	620,200.96
Total Current Assets	620,200.96
TOTAL ASSETS	\$620,200.96
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Chase Card	4,110.91
Chase Card - 1061 Shawn	3.20
Chase Card - 7017 Scott	54.33
Total Chase Card	4,168.44
Total Credit Cards	4,168.44
Total Current Liabilities	4,168.44
Total Liabilities	4,168.44
Equity	
Retained Earnings	388,222.76
Net Income	227,809.76
Total Equity	616,032.52
TOTAL LIABILITIES AND EQUITY	\$620,200.96

Profit and Loss by Class

June 2019

	1. Event	1. Direct	2. DeptOH	Total 1. Event	2. Membership	1. Direct	2. Standards	4. DeptOH	Total 2. Membership	4. Overhead (Assn)	TOTAL
INCOME											
Income											0.00
Other / Interest Income										955.60	955.60
Standard Income						12,749.95			12,749.95	4,509.68	17,259.63
Total Income						12,749.95			12,749.95	5,465.28	18,215.23
Total Income	0.00	0.00	0.00	0.00	0.00	12,749.95	0.00	0.00	12,749.95	5,465.28	18,215.23
GROSS PROFIT											
	0.00	0.00	0.00	0.00	0.00	12,749.95	0.00	0.00	12,749.95	5,465.28	18,215.23
EXPENSES											
Bank Fees										2.00	2.00
Merchant Service Fees										735.53	735.53
Other Bank Fees										-0.23	-0.23
Total Bank Fees										737.30	737.30
Events-		2,589.93		2,589.93							2,589.93
Insurance											0.00
Workers Comp										84.19	84.19
Total Insurance										84.19	84.19
Licenses, Taxes & Fees										434.80	434.80
Meals & Entertainment										61.80	61.80
Miscellaneous										25.00	25.00
Office Supplies						163.74			163.74		163.74
Payroll											0.00
Payroll Taxes			323.66	323.66		370.74		559.04	929.78	649.39	1,902.83
Salaries & Wages			4,230.76	4,230.76		4,846.16		7,307.70	12,153.86	7,307.70	23,692.32
Total Payroll			4,554.42	4,554.42		5,216.90		7,866.74	13,083.64	7,957.09	25,595.15
Postage & Shipping						8.00	11.00		19.00	13.06	32.06
Professional Services											0.00
Accountant										1,000.00	1,000.00
Attorney										1,200.00	1,200.00
PR/Marketing										2,480.00	2,480.00
Total Professional Services										4,680.00	4,680.00
Rent & Storage										2,335.00	2,335.00
Technology		33.99		33.99		1,500.00			1,500.00	2,083.85	3,617.84
Travel		1,108.52		1,108.52						779.31	1,887.83
Airfare							1,051.20		1,051.20		1,051.20
Meals							54.33		54.33		54.33
Other Travel		-233.43		-233.43			58.24		58.24		-175.19
Total Travel		875.09		875.09			1,163.77		1,163.77	779.31	2,818.17
Total Expenses	0.00	3,499.01	4,554.42	8,053.43	0.00	6,888.64	1,174.77	7,866.74	15,930.15	19,191.40	43,174.98
NET OPERATING INCOME	0.00	-3,499.01	-4,554.42	-8,053.43	0.00	5,861.31	-1,174.77	-7,866.74	-3,180.20	-13,726.12	-24,959.75
NET INCOME	\$0.00	\$ -3,499.01	\$ -4,554.42	\$ -8,053.43	\$0.00	\$5,861.31	\$ -1,174.77	\$ -7,866.74	\$ -3,180.20	\$ -13,726.12	\$ -24,959.75

Profit and Loss by Class

July 2018 - June 2019

	1. Event	1. Direct	2. DeptOH	Total 1. Event	2. Membership	1. Direct	2. Standards	4. DeptOH	Total 2. Membership	3. Programs	1. Inspector	2. Operations	3. Vendor	4. DeptOH	Total 3. Programs	4. Overhead (Assn)	TOTAL
INCOME																	
Income																	0.00
Other / Interest Income																4,675.68	4,675.68
Standard Income		724,149.89		724,149.89		196,631.75	22,256.50		218,888.25		52,294.65	70.00	82,748.00		135,112.65	5,851.81	1,084,002.60
Total Income		724,149.89		724,149.89		196,631.75	22,256.50		218,888.25		52,294.65	70.00	82,748.00		135,112.65	10,527.49	1,088,678.28
Operations (deleted)																	0.00
Inspector Certification (deleted)											-1,673.92				-1,673.92		-1,673.92
Vendor Accreditation (deleted)													-1,907.38		-1,907.38		-1,907.38
Total Operations (deleted)											-1,673.92		-1,907.38		-3,581.30		-3,581.30
Total Income	0.00	724,149.89	0.00	724,149.89	0.00	196,631.75	22,256.50	0.00	218,888.25	0.00	50,620.73	70.00	80,840.62	0.00	131,531.35	10,527.49	1,085,096.98
GROSS PROFIT	0.00	724,149.89	0.00	724,149.89	0.00	196,631.75	22,256.50	0.00	218,888.25	0.00	50,620.73	70.00	80,840.62	0.00	131,531.35	10,527.49	1,085,096.98
EXPENSES																	
Advertising and Promotions		1,005.85		1,005.85													1,005.85
Bank Fees																2.00	2.00
Bank Service Charges																45.00	45.00
Merchant Service Fees																14,840.40	14,840.40
Other Bank Fees							1.00	3.10	4.10							266.77	270.87
Total Bank Fees							1.00	3.10	4.10							15,154.17	15,158.27
Dues and Subscriptions							13,143.80		13,143.80							443.00	13,586.80
Events-		91,449.77	2,589.93	94,039.70													94,039.70
Conference Expenses (deleted)		60,742.32		60,742.32								300.00			300.00		61,042.32
Total Events-		152,192.09	2,589.93	154,782.02								300.00			300.00		155,082.02
Insurance																605.68	605.68
Conference Cancellation																2,047.63	2,047.63
Cyber Policy																2,475.10	2,475.10
Directors & Officers																5,595.42	5,595.42
General Liability																904.64	904.64
Professional Liability																11,714.59	11,714.59
Volunteer Accident																1,365.64	1,365.64
Workers Comp																948.10	948.10
Total Insurance																25,656.80	25,656.80
Licenses, Taxes & Fees																1,345.49	1,345.49
Meals & Entertainment		401.39		401.39								1,033.01	71.07		1,104.08	1,374.79	2,880.26
Miscellaneous		59.18		59.18		408.71			408.71						93.55		561.44
Office Supplies		3,625.72		3,625.72		163.74		208.23	371.97						2,854.07		6,851.76
Payroll																	0.00
Payroll Processing Fees																3,155.42	3,155.42
Payroll Taxes			4,213.68	4,213.68		2,605.79		4,065.86	6,671.65			1,949.80	997.56		2,947.36	5,471.48	19,304.17
Salaries & Wages			55,119.88	55,119.88		34,061.89		54,879.52	88,941.41			25,487.50	16,040.00		41,527.50	81,153.78	266,742.57
Total Payroll			59,333.56	59,333.56		36,667.68		58,945.38	95,613.06			27,437.30	17,037.56		44,474.86	89,780.68	289,202.16
Postage & Shipping						746.34	332.01	290.20	1,368.55							439.08	1,807.63
Printing and Publication		416.52		416.52			504.85		504.85		341.01				341.01	162.31	1,424.69
Professional Services																	0.00
Accountant																12,665.00	12,665.00
ANSI Consultant							2,250.00		2,250.00								2,250.00
Attorney							275.00		275.00							3,100.00	3,375.00
Conference Service Provider		36,677.41		36,677.41													36,677.41
Government Relations								2,880.00	2,880.00								2,880.00
Other Professional Services		2,116.50		2,116.50							800.00				800.00	5,445.19	8,361.69
PR/Marketing		2,200.00		2,200.00		6,720.00		119.40	6,839.40							2,480.00	11,519.40
Speaker Fees		1,000.00		1,000.00							929.92				929.92		1,929.92
Total Professional Services		41,993.91		41,993.91		6,720.00	2,525.00	2,999.40	12,244.40		1,729.92				1,729.92	23,690.19	79,658.42
Rent & Storage																28,993.50	28,993.50
Technology		7,248.28	63.98	7,312.26		6,351.00	67.15		6,418.15				33.99		33.99	12,619.57	26,383.97
Telecommunications			480.52	480.52												887.58	1,368.10
Travel		3,818.61		3,818.61		4,260.26	2,361.56		6,621.82		193.70	4,065.78	5,924.28	475.01	10,658.77	6,358.56	27,457.76
Airfare			744.02	744.02		1,196.98	1,578.51	1,433.03	4,208.52				394.40	2,128.09	2,522.49	350.30	7,825.33
Lodging		266.63		266.63			126.66	700.87	827.53				2,285.30	3,339.16	5,624.46	5,972.83	12,691.45
Meals		513.92	92.50	606.42		52.36	322.05	124.95	499.36				284.23	1,148.36	1,432.59	1,778.71	4,317.08
Other Travel		595.00	16.00	611.00			58.24	42.24	100.48			3,662.63	6,468.64	460.28	10,591.55	3,665.49	14,968.52
Transportation		1,539.94	470.03	2,009.97			49.16		49.16				478.78	7.10	485.88	335.73	2,880.74
Total Travel		6,734.10	1,322.55	8,056.65		5,509.60	4,496.18	2,301.09	12,306.87		193.70	7,728.41	15,835.63	7,558.00	31,315.74	18,461.62	70,140.88
Venue Fees		133,743.46		133,743.46								2,435.72			2,435.72		136,179.18
Total Expenses	0.00	347,420.50	63,790.54	411,211.04	0.00	56,567.07	21,069.99	64,747.40	142,384.46	0.00	2,264.63	11,497.14	43,377.99	24,595.56	81,735.32	221,956.40	857,287.22
NET OPERATING INCOME	0.00	376,729.39	-63,790.54	312,938.85	0.00	140,064.68	1,186.51	-64,747.40	76,503.79	0.00	48,356.10	-11,427.14	37,462.63	-24,595.56	49,796.03	-211,428.91	227,809.76
NET INCOME	\$0.00	\$376,729.39	\$-63,790.54	\$312,938.85	\$0.00	\$140,064.68	\$1,186.51	\$-64,747.40	\$76,503.79	\$0.00	\$48,356.10	\$-11,427.14	\$37,462.63	\$-24,595.56	\$49,796.03	\$-211,428.91	\$227,809.76

Association for Challenge Course Technology

BUDGET VS. ACTUALS FY 2018-19 - FY19 P&L

June 2019

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Income				
Other / Interest Income	955.60	14.00	941.60	6,825.71 %
Standard Income	17,259.63	12,850.00	4,409.63	134.32 %
Total Income	18,215.23	12,864.00	5,351.23	141.60 %
Total Income	\$18,215.23	\$12,864.00	\$5,351.23	141.60 %
GROSS PROFIT				
	\$18,215.23	\$12,864.00	\$5,351.23	141.60 %
Expenses				
Advertising and Promotions				
		0.00	0.00	
Bank Fees				
	2.00		2.00	
Bank Service Charges				
		0.00	0.00	
Merchant Service Fees				
	735.53	750.00	-14.47	98.07 %
Other Bank Fees				
	-0.23	0.00	-0.23	
Total Bank Fees	737.30	750.00	-12.70	98.31 %
Continuing Education				
		0.00	0.00	
Dues and Subscriptions				
		0.00	0.00	
Events-				
	2,589.93		2,589.93	
Insurance				
Conference Cancellation				
		0.00	0.00	
Cyber Policy				
		0.00	0.00	
Directors & Officers				
		4,077.00	-4,077.00	
General Liability				
		0.00	0.00	
Office Property				
		0.00	0.00	
Professional Liability				
		0.00	0.00	
Volunteer Accident				
		0.00	0.00	
Workers Comp				
	84.19		84.19	
Total Insurance	84.19	4,077.00	-3,992.81	2.07 %
Licenses, Taxes & Fees				
	434.80	0.00	434.80	
Meals & Entertainment				
	61.80	0.00	61.80	
Miscellaneous				
	25.00	0.00	25.00	
Office Supplies				
	163.74	250.00	-86.26	65.50 %
Payroll				
Payroll Processing Fees				
		222.31	-222.31	
Payroll Taxes				
	1,902.83	6,669.22	-4,766.39	28.53 %
Salaries & Wages				
	23,692.32	15,561.53	8,130.79	152.25 %
Total Payroll	25,595.15	22,453.06	3,142.09	113.99 %
Postage & Shipping				
	32.06	100.00	-67.94	32.06 %
Printing and Publication				
		10.00	-10.00	
Professional Services				
Accountant				
	1,000.00	1,000.00	0.00	100.00 %
ANSI Consultant				
		500.00	-500.00	
Attorney				
	1,200.00	750.00	450.00	160.00 %

No assurance is provided on these financial statements. Substantially all disclosures omitted.

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Conference Service Provider		0.00	0.00	
Health & Safety		0.00	0.00	
Other Professional Services		0.00	0.00	
PR/Marketing	2,480.00	0.00	2,480.00	
Speaker Fees		0.00	0.00	
Total Professional Services	4,680.00	2,250.00	2,430.00	208.00 %
Rent & Storage	2,335.00	2,195.00	140.00	106.38 %
Technology	3,617.84	3,218.75	399.09	112.40 %
Telecommunications		220.00	-220.00	
Travel	1,887.83		1,887.83	
Airfare	1,051.20	400.00	651.20	262.80 %
Lodging		400.00	-400.00	
Meals	54.33	300.00	-245.67	18.11 %
Other Travel	-175.19	200.00	-375.19	-87.60 %
Transportation		300.00	-300.00	
Total Travel	2,818.17	1,600.00	1,218.17	176.14 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Venue Fees		0.00	0.00	
Total Expenses	\$43,174.98	\$37,123.81	\$6,051.17	116.30 %
NET OPERATING INCOME	\$ -24,959.75	\$ -24,259.81	\$ -699.94	102.89 %
NET INCOME	\$ -24,959.75	\$ -24,259.81	\$ -699.94	102.89 %

No assurance is provided on these financial statements. Substantially all disclosures omitted.

Association for Challenge Course Technology

BUDGET VS. ACTUALS FY 2018-19 - FY19 P&L

July 2018 - June 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Income				
Other / Interest Income	4,675.68	168.00	4,507.68	2,783.14 %
Standard Income	1,084,002.60	1,011,100.00	72,902.60	107.21 %
Total Income	1,088,678.28	1,011,268.00	77,410.28	107.65 %
Operations (deleted)				
Inspector Certification (deleted)	-1,673.92		-1,673.92	
Program Accreditation (deleted)	0.00		0.00	
Vendor Accreditation (deleted)	-1,907.38		-1,907.38	
Total Operations (deleted)	-3,581.30		-3,581.30	
Total Income	\$1,085,096.98	\$1,011,268.00	\$73,828.98	107.30 %
GROSS PROFIT	\$1,085,096.98	\$1,011,268.00	\$73,828.98	107.30 %
Expenses				
Advertising and Promotions	1,005.85	6,500.00	-5,494.15	15.47 %
Bank Fees	2.00		2.00	
Bank Service Charges	45.00	750.00	-705.00	6.00 %
Merchant Service Fees	14,840.40	33,500.00	-18,659.60	44.30 %
Other Bank Fees	270.87	500.00	-229.13	54.17 %
Total Bank Fees	15,158.27	34,750.00	-19,591.73	43.62 %
Continuing Education		2,250.00	-2,250.00	
Dues and Subscriptions	13,586.80	7,380.00	6,206.80	184.10 %
Events-	94,039.70		94,039.70	
Conference Expenses (deleted)	61,042.32		61,042.32	
Total Events-	155,082.02		155,082.02	
Insurance	605.68		605.68	
Conference Cancellation	2,047.63	1,331.00	716.63	153.84 %
Cyber Policy	2,475.10	1,300.00	1,175.10	190.39 %
Directors & Officers	5,595.42	4,077.00	1,518.42	137.24 %
General Liability	904.64	1,357.00	-452.36	66.66 %
Office Property		548.00	-548.00	
Professional Liability	11,714.59	6,743.00	4,971.59	173.73 %
Volunteer Accident	1,365.64	640.00	725.64	213.38 %
Workers Comp	948.10		948.10	
Total Insurance	25,656.80	15,996.00	9,660.80	160.40 %
Licenses, Taxes & Fees	1,345.49	600.00	745.49	224.25 %
Meals & Entertainment	2,880.26	175,900.00	-173,019.74	1.64 %
Miscellaneous	561.44	2,000.00	-1,438.56	28.07 %
Office Supplies	6,851.76	6,500.00	351.76	105.41 %
Payroll				
Payroll Processing Fees	3,155.42	3,229.98	-74.56	97.69 %
Payroll Taxes	19,304.17	94,415.51	-75,111.34	20.45 %
Salaries & Wages	266,742.57	222,560.02	44,182.55	119.85 %

No assurance is provided on these financial statements. Substantially all disclosures omitted.

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Payroll	289,202.16	320,205.51	-31,003.35	90.32 %
Postage & Shipping	1,807.63	2,200.00	-392.37	82.17 %
Printing and Publication	1,424.69	6,720.00	-5,295.31	21.20 %
Professional Services				
Accountant	12,665.00	12,800.00	-135.00	98.95 %
ANSI Consultant	2,250.00	6,000.00	-3,750.00	37.50 %
Attorney	3,375.00	10,750.00	-7,375.00	31.40 %
Conference Service Provider	36,677.41	45,300.00	-8,622.59	80.97 %
Government Relations	2,880.00		2,880.00	
Health & Safety		4,500.00	-4,500.00	
Other Professional Services	8,361.69	40,443.00	-32,081.31	20.68 %
PR/Marketing	11,519.40	12,000.00	-480.60	96.00 %
Speaker Fees	1,929.92	4,000.00	-2,070.08	48.25 %
Total Professional Services	79,658.42	135,793.00	-56,134.58	58.66 %
Rent & Storage	28,993.50	31,538.00	-2,544.50	91.93 %
Technology	26,383.97	49,907.00	-23,523.03	52.87 %
Telecommunications	1,368.10	2,640.00	-1,271.90	51.82 %
Travel	27,457.76		27,457.76	
Airfare	7,825.33	13,800.00	-5,974.67	56.71 %
Lodging	12,691.45	13,800.00	-1,108.55	91.97 %
Meals	4,317.08	9,600.00	-5,282.92	44.97 %
Other Travel	14,968.52	6,450.00	8,518.52	232.07 %
Transportation	2,880.74	7,600.00	-4,719.26	37.90 %
Total Travel	70,140.88	51,250.00	18,890.88	136.86 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Venue Fees	136,179.18	103,441.41	32,737.77	131.65 %
Total Expenses	\$857,287.22	\$955,570.92	\$ -98,283.70	89.71 %
NET OPERATING INCOME	\$227,809.76	\$55,697.08	\$172,112.68	409.02 %
NET INCOME	\$227,809.76	\$55,697.08	\$172,112.68	409.02 %

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Cash Basis Friday, July 5, 2019 09:27 AM GMT-7