



MINUTES for Regular Board of Directors Meeting 03 JUNE 2020

Meeting Logistics:
06/03/2020 7:30a Mountain Time

Location:
Zoom Meeting
<https://zoom.us/j/8256677745>
Meeting ID: 825 667 7745

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:

- Carson Rivers – **Chair**

Board Member Attendees:

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

Additional Attendees (all or part of meeting):

Korey Hampton – ORTF Chair
Erik Marter – OAP Member
Heather Brooks – ACCT Program Manager
Tim Prairie – OAP Chair

Quorum?

- Yes
 No



Meeting called to order at 7:32 AM Mountain Time by Carson Rivers.

Welcome Guests & Housekeeping

Victor reads the ACCT Mission Statement

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.

Victor reads the ACCT Anti-Trust Statement

Approval of Agenda

| | |
|------------------------|--|
| Motion: | Review and approve the meeting agenda |
| Made by: | Rohan |
| Seconded by: | Keith |
| Discussion: | PVM Benefits may affect the FY21 budget. |
| Vote: | In Favor –N/A Opposed - 0 Abstaining - 0 |
| Motion Carries: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

Approval of Previous Meeting Minutes

| | |
|------------------------|--|
| Motion: | Approve minutes from meeting held 20 May 2020. |
| Made by: | Cameron |
| Seconded by: | Keith |
| Discussion: | None. |
| Vote: | In Favor – N/A Opposed – 0 Abstaining – 0 |
| Motion Carries: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

ED Report (Shawn)

- ACCT is revisiting MOU with ERCA (originally written 2011). ACCT Staff to meet with ERCA and discuss further. Potential for updates and revisions.
- ACCT has been communicating with The Alliance Collaborative on how the organizations can share resources, collaborate on projects, and clear any market confusion. Bill Weaver and Shawn will be meeting 5 June to continue the conversation.



- Mandy and Keith recused themselves from actively participating in conversation re: The Alliance.
- Mandy requests the BoD to make a decision prior to the next discussion on The Alliance on how they would like to see a recusal look like in the future when discussing The Alliance. i.e. not actively participating in the conversation vs. leaving the conversation.

FY21 Budget Review (Shawn)

- 2021 Conference will not be solidified before the budget needs to be approved.
- Initial survey respondents report that about 50% would attend an in-person conference. Survey closes this Friday 5 June.
- Budget approval vote set for next BoD meeting.
- Cameron to provide simple two-minute updates to BoD each meeting on key metrics as ACCT progresses through the fiscal year.

OA COI Discussion (Billy)

- Discussion by the BoD of general thoughts on ACCT program development strategies and third-party requirements.

Motion: Provide ACC with the following language to add to the final OR program, resolving perception of conflicts.

An entity providing Operation Reviews may not have a financial interest in the operation seeking accreditation through ownership, employment, or investment. The entity providing the operation review cannot perform more than two of the following vended services to the operation seeking accreditation within a five-year period:

- Design of the operating system(s)
- Annual Professional Inspection
- Training and/or Skills Verification
- Operation Review

Made by: Rohan

Seconded by: Keith

Discussion: Concerns about delaying the rollout of the program discussed. Concerns discussed about rushing a decision and also a lack of alignment with other programs.

[MOTION TABLED, per subsequent motion]

Vote: In Favor –
Opposed –
Abstaining –

Motion Carries: Yes
 No



Motion: Table the previous motion.
Made by: Rohan
Seconded by: Mandy
Discussion: None.
Vote: In Favor – Bahman, Paul, Rohan, Victor, Billy, Mandy, Cameron, Keith
Opposed – 0
Abstaining – Carson
Motion Carries: Yes
 No

[FOLLOWING ITEMS TABLED FOR FUTURE MEETING]

PVM Proposed Benefits

Schedule Meetings for FY21 Priorities & Closed Session Discussion

ED Performance Review Process

BoD Conference Workshop

Motion: Adjourn the meeting.
Made by: Keith
Seconded by: Cameron
Discussion: Rohan requests BoD members review Proposed PVM Benefits document prior to next meeting.
Vote: In Favor – N/A
Opposed – 0
Abstaining – 0
Motion Carries: Yes
 No

Meeting adjourned at 9:35 AM Mountain Time.



To: ACCT Board
From: Shawn Tierney, Executive Director
Date: 6/2/20

RE: June Board Report #1

Summary

May Financials

The draft May financial statement will be in the Finance Drive (Finance - FY20 Financial Planning – Monthly Statements and Financial Reports) by 6/10.

FY21 Budget (FY21: July 1, 2020 – June 30, 2021)

A FY21 draft is in the Finance drive, FY21 financial planning folder. This draft reflects a 50% decline in revenue across the board, except for membership which reflects a 35% decline in revenue.

Reserve Accounts (\$482,000)

I am in the process of setting up reserve accounts following the recommendations of the finance committee:

Digital Federal Credit Union: \$40,000 in a MM; \$90,500 in a 12 mo. CD.

TIAA Bank: \$40,000 in a MM; \$90,500 in a 3 mo. CD, then converting to 12 mo.

First Internet Bank: \$40,000 in a MM; \$90,500 in a 6 mo. CD, \$90,500 in a 12 mo.

All of the account paperwork has been submitted, reviewed, and approved by each bank, and funding the accounts is in process.

The Alliance

Bill Weaver and I met at the end of May to explore some ways that ACCT and The Alliance can collaborate both in the short and long term such as cross-promotion and other related projects such as:

- Webinars (each org will cross-promote)
- Publications / newsletter (cross promote)
- Spokane Conference (TAC will promote)
- CAPIS Grant Program (ACCT & TAC will partner to fund the next round of grants)
- Operation Accreditation (TAC will promote)

- Have our respective Boards develop a joint public statement (to clear-up any market confusion that may exist), and develop a MOU to identify areas for further collaboration in serving the industry.

I am seeking input and guidance from the Board as to the next steps moving forward. My next meeting with Bill is on 6/5, whereby I will convey the feedback from the Board.

ERCA

The policy director and I are meeting with a representative from ERCA this week to explore the possibility revising / updating a MOU for the two organizations. See MOU that was signed in 2011. It's unclear to me whether this MOU was ever signed by ACCT.