



MINUTES for Board of Directors Quarterly Secretariat Meeting 10 June 2020

Meeting Logistics:

06/10/2020 7:30a Mountain Time

Location:

Zoom Meeting
<https://zoom.us/j/242433179>
Meeting ID: 242 433 179

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
<i>Joined at 7:54 AM</i> | <input 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:

John Lazarus – **Consensus Group Chair**
Kathy Haras – **TIRE Committee Member**

Quorum?

- Yes
 No

Meeting called to order at 7:35 AM Mountain Time by Carson Rivers.

Mandy reads the ACCT Anti-Trust Statement.



Approval of Agenda

Motion:	Develop and approve the meeting agenda
Made by:	Mandy
Seconded by:	Keith
Discussion:	Need to clarify roles within process. Distribution and approval of Secretariat meetings needs to be addressed. FY2021 budget requests. CG specific COI form.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Secretary Role

- List of responsibilities/needs provided by CG and Scott Andrews to be utilized for descriptions
- Strategies on filling the role to move forward following clear delineations of responsibility

ACTION ITEM: Group to focus on the production of a document that delineates staff responsibilities vs. Secretary to the CG responsibilities, as well as defines the nature of the roles. Members to be Carson, Rohan, Keith, and Leslie Sohl if she is willing.

Distribution and Approval of Minutes

ACTION ITEM: Mandy to establish Slack channel for Secretariat to facilitate the distribution of minutes of the Secretariat meetings and the CG meetings.

CG Budget Requests for FY2021

- **Budget Request:** Standards Reference Library to be used by volunteers for research and harmonization.
- **Budget Request:** Face to face meeting at 2021 conference (has been budgeted)

CG-specific COI Form & Process

[TABLED UNTIL NEXT MEETING]

Motion:	Adjourn the meeting.
Made by:	Cameron
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

Meeting adjourned at 9:01 AM Mountain Time.