



MINUTES for Regular Board of Directors Meeting 21 OCTOBER 2020

Meeting Logistics:

10/21/2020 7:30a Mountain Time

Location:

Zoom Meeting

<https://zoom.us/j/8256677745>

Meeting ID: 825 667 7745

ATTENDEES

Presiding Officer:

Carson Rivers – **Chair**

Board Member Attendees:

Keith Jacobs – **Vice Chair**
 Mandy Stewart – **Secretary**
 Cameron Annas – **Treasurer**

Bahman Azarm – **Member**
 Paul Cummings – **Member**
 Victor Gallo – **Member**

Rohan Shahani – **Member**
 Billy Simpson – **Member**
 Shawn Tierney – **Executive Director**

Additional Attendees:

Heather Brooks, **Program Manager**
Melissa Webb, **Events Director**
Scott Andrews, **Policy Director**
John Voegtlin, **Office Manager**

Quorum?

Yes
 No

Meeting called to order at 7:34 AM Mountain Time by Carson Rivers.

Welcome Guests & Housekeeping

Rohan 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.

Rohan reads the ACCT 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.

Approval of Agenda

Motion:	Review and approve the meeting agenda
Made by:	Paul
Seconded by:	Cameron
Discussion:	Agenda reviewed.
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 07 October 2020.
Made by:	Cameron
Seconded by:	Paul
Discussion:	Reports cited to be attached to minutes.
Vote:	In Favor – N/A Opposed – 0 Abstaining – 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

ED Report

- Shawn/ED report unavailable due to fire evacuation. Staff provides critical needs/updates in his stead.
- Melissa provides updates re: conference; website under revision, working with C-vent to understand transfer to virtual event, working with Adventure Park Insider re: promotion of conference, prepping on how to coach presenters for a virtual platform. Registration launch target is before the end of October.

Billy left a 7:52 AM, rejoined at unspecified time.

- BoD needs to plan for a “dress rehearsal” of the pieces they are involved in.
- Heather: 2021 winter PVM Symposium tentatively scheduled for 14 or 15 January.

Treasurer's Report

- Finance Committee has reviewed the revised budget and has no current adjustments or recommendations.



- Rohan requests that the BoD be notified if discretionary spending becomes an option within the new FY2021 budget.

Conference Planning Needs

- AGM
 - Structure and general content to be consistent with previous AGMs.
 - Given the use of a virtual platform, committee updates to the BoD may be pre-recorded.
- Board Elections
 - Three seats will be open for election, one elected by general membership and two elected by PVMs.
 - Adjusting the way that BoD Members are elected may require a change in Bylaws.
 - Clarification on whether a candidate may run in both elections should be considered for inclusion on any policy or bylaws changes.
 - Scheduling a conversation between the PVMs and the BoD re: elections should be considered prior to action toward any changes.
 - Consideration needs to be given to providing candidates equal exposure to membership prior to/during a vote.
- Dialogue with ACCT Leadership
 - Consensus is that public opportunity for members to engage directly with the BoD is important, especially for those who otherwise don't know how to engage.
 - Carson will work with Melissa re: best time and format for this event at the virtual conference.

ACC Updates and Discussion

- Program Summit
 - Scheduled for 22 & 23 October, with 90 minutes sessions with a healthy break in between.
 - An overview will be presented by each group so that all groups can be informed on the overall ACC happenings. Communication and other overarching topics will also be discussed.
- ACC Leadership
 - Discussion to be scheduled between BoD and ACC leadership.
- Vendor Accreditation
 - If the need to perform virtual reviews is prolonged, additional revisions to the program may be required.
 - Process re: approvals of various aspects of revisions has been unclear.

Rohan left at 8:08 AM, rejoined at 8:13 AM.

- There is a need to address the longer-term governance issues that apply across the Association, ex: alignment of ACCT programs with a recognized standard for accreditation/certification, and file privacy and storage
- Inspector Certification
 - How to specifically address actual administration of the test/proctoring is still needed, but exploration is in progress.
 - Consideration should be given to the need for the BoD to assess whether any



applicable policies and procedures have been identified and developed if needed.

Billy leaves meeting at 9:19 AM.

- Clarity is needed on the various roles re: approval of program changes and development.

[THE FOLLOWING ITEMS ARE TABLED UNTIL NEXT MEETING]

General Board Matters

- Meeting Schedule
- Nov 18th Meeting
- Meetings around conference
- Overall board function

Motion:	Adjourn the meeting.
Made by:	Rohan
Seconded by:	Bahman
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 9:35 AM Mountain Time.