



## MINUTES for Regular Board of Directors Meeting 04 NOVEMBER 2020

### Meeting Logistics:

11/04/2020 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**  
*joined @ 7:40 AM*

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:**

Andrea Vogt, **ACC**

Erik Marter, **Member**

Kennerly De Forest, ACC – *joined @ 8:00 AM, left @ 9:19 AM*

Brian Lisson – *joined @ 7:45 AM, left @ 9:19 AM*

### **Quorum?**

Yes

No

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

### **Welcome Guests & Housekeeping**

#### **Cameron 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.

#### **Cameron 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

<b>Motion:</b>	Review and approve the meeting agenda
<b>Made by:</b>	Mandy
<b>Seconded by:</b>	Cameron
<b>Discussion:</b>	Proposed agenda reviewed. No questions.
<b>Vote:</b>	In Favor – N/A Opposed - 0 Abstaining - 0
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Approval of Previous Meeting Minutes

<b>Motion:</b>	Approve minutes from meeting held 21 October 2020.
<b>Made by:</b>	Cameron
<b>Seconded by:</b>	Mandy
<b>Discussion:</b>	Billy rejoined at unspecified time; quorum was maintained and no votes occurred during his absence.
<b>Vote:</b>	In Favor – N/A Opposed – 0 Abstaining – 0
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### ED Report

**ACTION ITEM** – PVM call to be hosted to clarify 2021 voting process.

- Current planning is to enable elections/voting to take place all online.
- Significant time being spent on conference planning.

### Treasurer's Report

- September underperformed in comparison to budget due to conference registrations.
- Projected deficit is still currently less than budgeted number.
- Policy documents have been placed in folder for BoD review.

### ACC Updates and Discussion

- ACC Leadership



- Current Chair needs to step away temporarily (undetermined amount of months).
- ACC proposed plan is to have Kennerly, Brian, and Heather meet regularly to direct the work and move things forward.

**ACTION ITEM** – Brian and Kennerly to reach out to current Chair and clarify whether they will still be active within the committee during the period they are stepping away as Chair.

- Role of ACC vs BoD in policies and approvals
  - Clarification is needed on who approves what, and the process that is used to get there.
  - Overarching policy formation by BoD is needed
    - Example of a need: Insurance requirements ID'd by BoD policy rather than by individual ACC committees/panels.

*Rohan left the meeting @ 8:39 AM, rejoined @ 8:43 AM, left @ 8:46 AM, rejoined @ 8:49 AM, left at 8:50 AM*

**ACTION ITEM** – ACC to work with Heather to create a draft workflow of how decisions get made and processes happen within ACC program development.

- Program Summit Report
  - Positive feedback on getting everyone in a conversation/room together.
  - Action items as a result of meetings to be developed by ACC at next meeting.
- Vendor Accreditation
  - Two separate issues are being addressed: 1) general program overhaul, and 2) performance of 2020 reviews
- Inspector Certification
  - Many recertifications this upcoming January 2021 cycle as this is the group that was part of the initial cohort.
  - Recertification of Harrisburg, PA people is providing an opportunity for a smaller group for initial launch.
  - Virtual testing is the most feasible option; policy re: virtual testing needs to be developed.

*Rohan rejoined the meeting @ 9:14 AM, left @ 9:19 AM.*

### **General Board Matters**

- 18 Nov BoD meeting is rescheduled to 25 November; has been updated on website and calendar.

*Rohan rejoined the meeting @ 9:20 AM.*

- Meeting schedule may need to be increased leading into the conference.

**ACTION ITEM** – BoD Face to Face meeting time needs to be scheduled.



- Conference activities currently scheduled during 19-22 January the window of 25-29 January for preconference, and January for regular conference.
- Symposium dated are currently TBD.

Cameron leaves the meeting @ 9:30 AM.

<b>Motion:</b>	Adjourn the meeting.
<b>Made by:</b>	Keith
<b>Seconded by:</b>	Paul
<b>Discussion:</b>	None. Keith and Rohan left the meeting at 9:31AM, pre-vote. Quorum was maintained.
<b>Vote:</b>	In Favor – N/A Opposed – 0 Abstaining – 0
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting adjourned at 9:32 AM Mountain Time.

APPROVED