



MINUTES for Regular Board of Directors Meeting 2 DECEMBER 2020

Meeting Logistics:
12/2/2020 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**
Joined @ 8:19 AM

Paul Cummings - **Member**

Victor Gallo - **Member**

Rohan Shahani – **Member**

Billy Simpson – **Member**

Shawn Tierney – **Executive Director**

Additional Attendees:

Melissa Webb - **Events Director**

Quorum?

Yes

No

Meeting called to order at 7:33 AM Mountain Time by Carson Rivers.

Welcome Guests & Housekeeping

Mandy 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.

Mandy 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:	Keith
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 25 November 2020.
Made by:	Keith
Seconded by:	Rohan
Discussion:	None
Vote:	In Favor – N/A Opposed – 0 Abstaining – Paul
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

ED Report

- FY20 Tax Filings
 - Accountant reported that an extension was filed for FY20 taxes to avoid penalty. IRS disputes this and has assessed a fee to ACCT. Reb is being kept apprised of the situation. CPA believes that we should be eligible for abatement of the assessed fees from the IRS.
- PVM Symposium
 - Planning and identification of dates is still in progress.
 - There is a need to re-form the PVM Symposium task force or similar group.
- General Conference Updates (from Melissa)
 - 16 November – conference registration went live
 - 14 Dec – early bird deadline
 - Currently there are 31 registered attendees; 11 sponsors have committed at various levels, 2 sponsorships are still available; 8 virtual exhibitors are registered.
 - AV checks are being completed for everyone who will be appearing virtually.
 - Multiple methods that attendees will be receiving content through:
 - Pre-recorded sessions (received and stored ahead of time).
 - Semi-live content is considered a fully live session (see bullet point below) and needed to be contracted accordingly.



- Livestream session; attendees will have opportunity to ask questions via hub.
- Collaborative session; attendees can be more interactive live (similar to Zoom).

Bahman joined at 8:19 AM.

- There is no current planned outreach to certified inspectors who have expiring certifications. Scheduling outreach to this group would be beneficial all around.

2021 AGM Preparation

- Overview of the plan
- Updates on content prep:
 - Consensus Group (Carson)
 - TIRE (Rohan)
 - ACC (Billy)
 - Insurance (Bahman)
 - International (Victor)
 - Finance (Cameron)
 - Ethics (Paul)
 - Leadership & Nominations (Keith)

ACTION ITEM – Liaisons to email AGM update content from committees to Carson.

2021 Board Elections

Carson, Brian Lisson, Randy Smith, and Keith met to discuss elections and gain clarity on process. Draft set of revised Bylaws to be distributed to BoD for discussion and feedback.

- Two items are proposed to be addressed:
 - How a winner is tabulated (majority vs plurality) – general consensus is that the way elections have run in the past few years isn't reflected in the bylaws
 - Electronic voting – add language to clarify that it is acceptable
- PVM Call to be held to discuss election related topics with that group.
- Delaware law now requires that each voter be identified; "live" elections at AGM would be problematic/longer.
- Procedures suggested to be altered to allow for voter verification by ACCT and for a voting window; winner would be announced live at AGM, however vote would not happen live.

Board Meetings/Needs During the Conference

- Review Schedule of Events (Melissa to provide overview)
- Requests for Board Presence & Assistance
 - AGM
 - Awards
 - Networking sessions
- Scheduled Meeting times:
 - BoD "Face to Face" meeting times:
 - Mon, 18 Jan 2020 – Wed, 20 Jan 2020: 10:00 AM – 12:00 PM & 2:00 PM – 4:00PM daily
 - New BoD meeting
 - 3 Feb 2020, 7:30 AM Mountain



ACTION ITEM – Mandy to add above meetings to BoD calendar.

Melissa leaves meeting @ 9:23 AM.

Motion:	Move into closed session.
Made by:	Billy
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

Board enters closed session @ 9:24 AM.

Board exits closed session @ 9:36 AM.

Motion:	Adjourn the meeting.
Made by:	Bahman
Seconded by:	Mandy
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 9:36 AM Mountain Time.