



MINUTES for Regular Board Meeting March 16th, 2022

Meeting Logistics:
03/16/2022 7:30am Mountain Time

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

ATTENDEES

Presiding Officer:

Carson Rivers – **Chair**

Board Member Attendees:

Rohan Shahani – **Vice Chair**

Korey Hampton – **Secretary**

Erik Marter – **Treasurer**

Bahman Azarm – **Member**

Keith Jacobs – **Member**

Connor James – **Member**

Jason Ong – **Member**

***Joined at 8:26AM**

Billy Simpson – **Member**

Shawn Tierney – **Executive Director**

Quorum?

Yes

No

Guests:

Heather Brooks

Melissa Webb

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

Welcome Guests & Housekeeping (Carson Rivers)

Reading of the ACCT Mission Statement (Connor)

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.

Reading of the ACCT Anti-Trust Statement (Connor)

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 (Carson)

Motion:	Review and approve the meeting agenda
Made by:	Bahman
Seconded by:	Rohan
Discussion:	None.
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 (Carson & Korey)

Motion:	Approve minutes from meeting held March 2nd, 2022.
Made by:	Bahman
Seconded by:	Erik
Discussion:	Reviewed financials from Shawn's report for clarity as it relates to the minutes. No changes were made to the minutes. Connor did leave the last meeting at 9AM but was present for most of the meeting.
Vote:	In Favor – N/A Opposed – 0 Abstaining – 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Executive Director's Report (Shawn) see "2022-03-15 Report-ED to BOD"

- Chase Operating account is at \$236K, the savings account is at \$169K, which is equivalent to the EIDL loan amount. Leaving that amount in savings until we decide the best use of that money. The reserve account is at about \$354K.
- There are only a few invoices left to pay for the Cleveland conference. We will end with a financial loss around \$170-172K.
- Before the next conference in Portland the Association will spend about \$200-250K in general operating costs, with only minimal revenue coming in from membership. However, with our reserves and the recently received EIDL loan, we will be financially solvent.
- Shawn has started to draft the next budget based on 1,000 conference attendees in Portland, which he believes to be a conservative estimate. The budget will be revised and re-developed multiple times before it is finalized in late May or early June, by the next ED.

ED Hiring (Carson & Rohan)

- General Updates – ACCT has made an offer to a candidate and is in discussion with them at this time.



- Discussion of Current Offer

Motion:	Move the meeting into closed session.
Made by:	Rohan
Seconded by:	Connor
Discussion:	None
Vote:	In Favor – N/A Opposed – 0 Abstaining – 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting moved to closed session at 7:53 AM Mountain Time.

Meeting returned to open session at 9:24 AM Mountain Time. (Rohan & Erik)

Spring Face to Face Meeting (Carson & Rohan)

- Confirmation of dates – Monday and Tuesday, May 9th and 10th, from 8AM – 5PM both days.
- Logistics – Melissa will book BOD hotel rooms and will need everyone's arrival and departure times.
- Reimbursements – The BOD is reminded to be fiscally responsible when making travel logistics choices.

ACTION ITEM – All BOD: get Board reports from your committees

Meeting Closing (Carson)

Motion:	Motion to adjourn the meeting.
Made by:	Connor
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 9:35AM Mountain Time.

To: ACCT Board of Directors
From: Shawn Tierney, Executive Director
Date: 3/15/22

RE: March Report #2

Summary

February Financial Statement

The February monthly financial statement is in the Finance Drive (Finance - FY22 Financial Planning – Monthly Statements and Financial Reports)

Cash Position on 3/15

- Chase Operating: \$236,984
- Chase Savings: \$169,400
- Total: **\$406,384**

Reserves: \$354,826

- Live Oak: \$132,48
- TIAA: \$131,603
- ○ First Internet: \$91,175

Cleveland Conference

With the exception of a few outstanding invoices, the majority of expenses have been paid. Here is the financial breakdown from Cleveland:

Net Revenue: \$386,000

Expenses: \$554,000

Net: **(\$168,000)**

FY23 Budget

I started a 1st draft of the next year's budget based on 1,000 attendees in Portland.