



## MINUTES for Regular Board Meeting June 1st, 2022

Meeting Logistics:  
06/01/2022 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**  
**\*Left at 8:56AM**

Jason Ong – **Member**  
 Billy Simpson – **Member**  
 Bill Zimmermann – **Executive Director**

#### Quorum?

Yes  
 No

#### Guests:

Melissa Webb  
Heather Brooks  
John Voegtlin  
Leslie Sohl

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

#### **Welcome Guests & Housekeeping** (Carson Rivers)

#### **Reading of the ACCT Mission Statement** (Erik)

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** (Erik)

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)

<b>Motion:</b>	Review and approve the meeting agenda
<b>Made by:</b>	Erik
<b>Seconded by:</b>	Connor
<b>Discussion:</b>	None.
<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** (Carson & Korey)

<b>Motion:</b>	Approve minutes from meeting held May 9 <sup>th</sup> , 2022.
<b>Made by:</b>	Bahman
<b>Seconded by:</b>	Jason
<b>Discussion:</b>	None.
<b>Vote:</b>	In Favor – N/A Opposed – 0 Abstaining – Connor
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>Motion:</b>	Approve minutes from meeting held May 10 <sup>th</sup> , 2022.
<b>Made by:</b>	Bahman
<b>Seconded by:</b>	Keith
<b>Discussion:</b>	None.
<b>Vote:</b>	In Favor – N/A Opposed – 0 Abstaining – Connor
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**Executive Director Report** (Bill): The Singapore Operation Accreditation contract has been signed. The PVM annual report has been revised and all questions not related to compliance have been removed. It has been distributed to the Accreditation and Certification Committee (ACC) and relevant subgroups for review and comment.

**ACTION ITEM** – Korey: Determine if the ACC is supportive of the revisions and then bring this document back to the Board for review.



**FY23 Budget** (Bill & Erik): Reviewed proposed budget and discussed questions and concerns. Used the previous budget for comparison and used Bill's Executive Summary to illustrate and explain reasoning for any notable changes. Conference revenue is a large portion of our annual association income, so some significant changes were proposed to the conference pricing models. Added money in the budget for future conference sites. This budget assumes a higher income and higher expenses than in previous years. Further discussed specific line items and requests for consideration.

Connor left at 8:56AM

**Board Emeritus Policy** (Carson): Reviewed BOD feedback thus far, and further discussed issues of term limits and eligibility for return to the Board Emeritus after that term.

**ACTION ITEM** – Carson: Edit the policy document per our discussions and bring back to the BOD for further discussion and voting.

**Status Updates** (Carson)

- TIRE Advisory – still need to get that posted publicly. Bill will follow-up on this.
- Employee Retention Credit – the Finance Committee (FC) should look at our eligibility for that
- CPA Relationship – Bill is going research a few options to share for consideration

**ACTION ITEM** – Bill: TIRE advisory and CPA, see above

**ACTION ITEM** – Erik: Follow up with FC, see above

**Meeting Closing** (Carson)

<b>Motion:</b>	Motion to adjourn the meeting.
<b>Made by:</b>	Keith
<b>Seconded by:</b>	Rohan
<b>Discussion:</b>	Thank you to the staff for working on new plans and ideas versus simply updating the previous budget – it was a good and worthy exercise.
<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 9:33AM Mountain Time.