



## MINUTES for Face-to-Face Board Meeting September 12th, 2022

### Meeting Logistics:

09/12/2022 8:00am – 5pm Pacific Time

### Location:

Oregon Convention Center | Portland, OR  
With Zoom Link

<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**

Billy Simpson – **Member**

Bill Zimmermann – **Executive Director**

### Quorum?

Yes

No

### Guests:

Melissa Webb | ACCT Events Director

Heather Brooks | ACCT Program Manager

John Voegtlin | ACCT Office Manager

Jana Cole | J Cole Consulting Guest Facilitator

Ryan Olson

Meeting called to order at 8:01 AM Pacific Time by Carson Rivers.

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

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

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** (Rohan)

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>	Rohan
<b>Seconded by:</b>	Bahman
<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 August 17th, 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 – Rohan, Connor
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

#### Facilitated Strategic Planning Discussion (Jana Cole)

- Welcome & Introductions
- Defining Objectives & Expectations
- Reviewing Current Position
- Identifying Key Strategic Questions

Meeting called to recess at 9:55AM Pacific Time by Carson Rivers.

Meeting called back to order at 10:11AM Pacific Time by Carson Rivers.

#### Facilitated Strategic Planning Discussion Continued (Jana Cole)

- Analyzing Strengths, Weaknesses, Opportunities, & Threats (SWOT)

Meeting called to recess at 11:58AM Pacific Time by Carson Rivers.

Meeting called back to order at 1:02PM Pacific Time by Carson Rivers.



**Facilitated Strategic Planning Discussion Continued** (Jana Cole)

- Analyzing Strengths, Weaknesses, Opportunities, & Threats (SWOT), continued

Meeting called to recess at 2:35PM Pacific Time by Carson Rivers.

Meeting called back to order at 2:50PM Pacific Time by Carson Rivers.

**Facilitated Strategic Planning Discussion Continued** (Jana Cole)

- Analyzing Strengths, Weaknesses, Opportunities, & Threats (SWOT), continued

**Meeting Closing** (Carson)

<b>Motion:</b>	Motion to adjourn the meeting.
<b>Made by:</b>	Keith
<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

Meeting adjourned at 5:01PM Pacific Time.

APPROVED