



## MINUTES for Regular Board Meeting November 16<sup>th</sup>, 2022

### Meeting Logistics:

11/16/2022 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**

Billy Simpson – **Member**

Bill Zimmermann – **Executive Director**

### Quorum?

Yes

No

### Guests:

John Voegtlin

Heather Brooks

Melissa Webb

Lori Pingle

Matt Marcus

Michelle Hepler

Leslie Sohl

Brian Lisson

Lauren Stover

Rob Krug

Alicia Bourke

Meeting called to order at 7:33 AM Mountain 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>	Keith
<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 November 2 <sup>nd</sup> , 2022.
<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

#### Executive Director Report (Bill)

- Went over the October financials with the bookkeeper yesterday, but he hasn't met with Erik or the Finance Committee about those yet. Still working on payroll updates, especially in Texas, Montana, and Wyoming; applying for refunds of payroll taxes and filing fees for states in which we no longer have employees. He and Melissa are working on sending the exhibitor prospectus out to exhibitors that have not registered yet (but have in previous years), and they have been reaching out to potential sponsors. Novi transition is still ongoing, but in the final stretch. John Voegtlin is currently working with Novi on cleaning up the member list data.



- Conference Updates – Melissa Webb: the regular registration deadline is this Friday. Current numbers are approximately: 403 attendees, 103 registered for pre- and post-post conference sessions and certifications. Last year at this time we were at 339 attendees, and in 2020 we had over 500, but that equivalent deadline was later in the year. Ongoing planning is well under way.

**Treasurer’s Report** (Erik) See Bill’s updates, nothing additional here.

**Bylaws Revisions** (Carson & Bill): Revisited where we are, and our plan to move forward one single topic at a time, reiterating that this is still a draft, it is not ready to be up for a vote, and the discussion is very much still underway. Considered these key topics of the draft document, including the number of people on the Board and how that affects efficiency versus diversity of opinion. Discussed Board member candidate qualifications and added some suggestions/requests for clarification from the Board. Discussed Board term lengths and turnover, as well as the timelines for term rotations. Talked about voting structure, including the concepts related to whether elections could be sorted by the candidate (there must be “x” number of each of these categories of member on the Board), the voting bloc (this category of member gets to vote on “x” number of seats), or not at all (all seats are open to all members, and all members vote on all seats, with or without weighted votes based on voting member’s category). Also discussed how an appointed seat could work, suggesting that ED recommended candidates should be approved by the Board, and also discussing a different/shorter term length.

**Consensus Group Face to Face Request** (Connor) Discussed updated budget request and requested that the Board weigh in on Slack after the meeting.

**Vendor Accreditation Program Design Task Force** (Korey) Summarized the status of this Task Force; the draft program document has undergone multiple comment periods over the last year, resulting in a final draft that was approved by the ACC (Accreditation and Certification Committee) on 2022.11.14 and submitted to the Board for review. The ACC is seeking to gauge if there is any Board opposition to the forward progress of this project, so that a space can be secured at the conference for reviewer training and the necessary Task Forces can be assembled to make that happen within the required timeline. The Board was generally supportive of the ongoing work.

**Meeting Closing** (Carson)

<b>Motion:</b>	Motion to adjourn the meeting.
<b>Made by:</b>	Rohan
<b>Seconded by:</b>	Keith
<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 9:35 AM Mountain Time.