



AGENDA for Board Meeting June 21, 2023

Meeting: 06/21/2023 7:30 am Mountain Time

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

ATTENDEES

Presiding Officer:

Korey Hampton – **Chair**

Board Member Attendees:

<input checked="" type="checkbox"/> Rohan Shahani – Vice Chair	<input checked="" type="checkbox"/> Leslie Sohl – Member	<input checked="" type="checkbox"/> Jason Ong – Member
<input checked="" type="checkbox"/> Michael Smith – Secretary	<input checked="" type="checkbox"/> Kennerly de Forest - Member	<input type="checkbox"/> Billy Simpson – Member
<input checked="" type="checkbox"/> Erik Marter – Treasurer	<input checked="" type="checkbox"/> Connor James – Member	

Quorum?

Yes No

Guests:

John Voegtlin
Heather Brooks
Melissa Webb

Meeting called to order at 7:32 am Mountain Time by Korey Hampton.

Welcome Guests & Housekeeping | 7:32a (Korey)

Approval of Agenda | 7:33a – 7:56a (Korey)

Motion:	Review and approve the meeting agenda
Made by:	Michael Smith
Seconded by:	Leslie Sohl
Discussion:	
Vote:	In Favor – all Opposed – none Abstaining – none
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



Approval of Minutes from 05/17/2023 | 7:35a – 7:40a (Korey)

Motion: Review and approve the minutes from Regular Board Meeting on May 17, 2023
Made by: Kennerly de Forest
Seconded by: Leslie Sohl
Discussion:
Vote: In Favor – all
Opposed – none
Abstaining – none
Motion Carries: Yes No

Budget Review & Approval | 7:40a – 8:10a (Korey and Erik)

- Fiscal year runs July 1 – June 30
- Projected budget shows a deficit for 2024
 - Budget is based on a conference with 850 attendees based on this year's attendance. A focus on increasing membership will improve the outlook.
 - We are already receiving more requests for ICE and other revenue generators than in 2023.
 - Investing in software and staff resources this year

Motion: To approve 2024 budget
Made by: Michael Smith
Seconded by: Rohan Shahani
Discussion:
Vote: In Favor – Erik, Jason, Michael, Leslie, Kennerly, Connor, Rohan, Korey
Opposed – none
Abstaining – none
Motion Carries: Yes No

Executive Director Report | 8:10a – 9:10a (Korey)

- Program Staff Workgroup (15 minutes)
 - Discussed proposal to convert the ACC to a permanent workgroup managed by the Program Manager
 - In what order would such a change need to be made? Could this occur before the Bylaw changes? After further development of volunteer policies? Governance updates?
 - Rollout focus should be either before the PVM Symposium (October 18) or at the Conference since volunteers often start immediately following conference.

ACTION ITEM – Rohan and Kennerly to assist Heather in developing the Program Staff Workgroup Terms of Reference (ToR) with goal of presenting ToR to Board following updates to the Bylaws and Membership Policy, and rollout by Conference.



- Conflict of Interest (COI) review process (10 minutes)
 - John V. has been tracking volunteers' submittal of Volunteer Applications, Conflict of Interest/Non-Disclosure Agreement, and Tech Use Policy. Very few members have all three completed and current.
 - Request made by Board Chair to allow staff to review forms because our Compliance Committee needs to be repopulated.
 - Rohan recommended a motion that these be made required documents and that policy be enforced.

Motion: Effective immediately, all ACCT volunteers and staff joining volunteer groups must have the following documents on file with the Association:

- Volunteer Application
- COI/NDA Form
- Tech Use Policy

Volunteers and staff without these documents on file will not be considered "active" and may have their access to Association volunteer meetings and digital files suspended. Current volunteers without these forms on file must complete these forms by 9/1/2023. If approved, this motion sunsets past policies regarding volunteer completion of these documents.

Made by: Rohan Shahani
Seconded by: Leslie Sohl
Discussion: Suggestion made that staff include all three documents in the initial volunteer application form.
Vote: In Favor – Jason, Kennerly, Erik, Michael, Connor, Rohan, Leslie, Korey
Opposed – none
Abstaining – none
Motion Carries: Yes No

Motion: Administration of the ACCT Volunteer management process, including but not limited to distribution, collection, and review of: Volunteer Applications, COI/NDA Forms, Tech Use Forms, and any other required documents is to be performed by the ACCT Staff and/or their designees.

Made by: Rohan Shahani
Seconded by: Erik Marter
Discussion: What happens if staff uncover conflicts? Should concerns be brought to the attention of the Executive Director.
Vote: In Favor – Jason, Michael, Leslie, Erik, Kennerly, Connor, Rohan, Korey
Opposed – none



Abstaining – none

Motion Carries: Yes No

ACTION ITEM – Liaisons to convey motion to their groups. John will send out e-mail to chairs to confirm accurate volunteer group rosters. He will then send out e-mails to solicit submittal of documents.

ACTION ITEM – Korey will send out current forms to all Board Members.

Vendor Accreditation Program Update | 9:10a – 9:22a (Rohan and Heather)

- Goal is to approve the VAP at the July 19, 2023 Regula Board Meeting
- Response from the ACC
 - Board previously sent ACC letter with questions and directives for the Vendor Accreditation Manual before Board could vote on approving the program. The ACC has responded and is seeking input. A meeting is to be scheduled to respond to ACC. Rohan is looking for assistance from Board Members
- Vendor Auditor Structure
 - ACC has requested Board input. The goal will be to discuss and provide a proposal to the Board of Directors.
 - Send comments and thoughts about Auditor Structure to Heather and Rohan so Heather can review from the administration side.

ACC – Practitioner Certification Guidelines | 9:22a – 9:30a (Rohan)

- At the last ACC meeting, the ACC took a vote and passed a motion to change calling the Practitioner Certification information from standards to guidelines.
- This action is currently outside of the responsibilities included in the approved Terms of Reference for the Accreditation and Certification Committee.
- Rohan will draft a response and is requesting Board Members to review and share their feedback.
- Staff reviewed the history of the Practitioner Certification Standards. The title and language was changed from **Standards to Guidelines** in 2019 when it was posted online for sale or use as a document separate from the ACCT Standards. The actual download is titled “ACCT Practitioner Certification **Structure and Requirements**” and A.1. Scope states “The ACCT Practitioner Certification Structure and Requirements (hereinafter referred to as ‘Practitioner Certification **Practices**’) creates a common **standard** for industry use, identifying minimum individual practitioner skills and knowledge levels.”
- Language needs to be reviewed

ACTION ITEM – Korey, Rohan, Michael, Leslie, and Kennerly to schedule time to review Bylaw Survey results to summarize the data.



ACTION ITEM – Board Members should review and comment on Volunteer Reimbursement Policy and Membership Policy.

Meeting Closing | (Korey)

Motion:	To adjourn the meeting.
Made by:	Rohan Shahani
Seconded by:	Kennerly de Forest
Discussion:	None
Vote:	In Favor – all Opposed – none Abstaining – none
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting adjourned at 9:33 am Mountain Time.

APPROVED

Association for Challenge Course Technology
DRAFT Budget - Total (Collapsed)
Fiscal Year 2024

	Projections		Projections		Projections		Projections		Projections		Projections		Projections		Projections		Total
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Total
Income																	
Standard Income	\$ 26,362.00	\$ 24,440.00	\$ 115,360.50	\$ 172,112.00	\$ 153,340.50	\$ 124,554.00	\$ 189,849.00	\$ 252,993.00	\$ 19,643.00	\$ 21,306.00	\$ 13,200.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 1,125,660.00
Other / Interest Income	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
Total Income	\$ 26,612.00	\$ 24,690.00	\$ 115,610.50	\$ 172,362.00	\$ 153,590.50	\$ 124,804.00	\$ 190,099.00	\$ 253,243.00	\$ 19,893.00	\$ 21,556.00	\$ 13,450.00	\$ 12,750.00	\$ 12,750.00	\$ 12,750.00	\$ 12,750.00	\$ 12,750.00	\$ 1,128,660.00
Expenses																	
Advertising/Marketing/PR	\$ -	\$ -	\$ 1,480.00	\$ 950.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,560.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,990.00
Bank Fees	\$ 709.48	\$ 712.60	\$ 3,680.08	\$ 5,116.21	\$ 4,593.35	\$ 3,989.88	\$ 5,595.75	\$ 8,725.09	\$ 680.72	\$ 747.24	\$ 423.00	\$ 395.00	\$ 395.00	\$ 395.00	\$ 395.00	\$ 395.00	\$ 35,368.40
Continued Education	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00
Dues and Subscriptions	\$ 595.00	\$ -	\$ -	\$ -	\$ -	\$ 8,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,495.00
Employee Benefits	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 19,200.00
Insurance	\$ 20,544.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 21,094.00
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ 1,000.00	\$ -	\$ 10.00	\$ -	\$ -	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020.00
Meals & Entertainment	\$ 215.00	\$ 115.00	\$ 115.00	\$ 215.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 365.00	\$ 115.00	\$ 215.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 1,930.00
Miscellaneous	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ 600.00
Office Supplies	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 1,000.00	\$ 550.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 2,050.00
Payroll	\$ 23,080.74	\$ 34,411.11	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 34,411.11	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 299,629.61
Postage & Shipping	\$ 60.00	\$ 60.00	\$ 60.00	\$ 235.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 3,100.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 3,935.00
Printing and Publication	\$ 130.00	\$ 10.00	\$ 810.00	\$ 1,110.00	\$ 10.00	\$ 10.00	\$ 810.00	\$ 510.00	\$ 605.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 4,035.00
Professional Services	\$ 14,762.50	\$ 4,750.00	\$ 16,762.50	\$ 5,250.00	\$ 27,275.00	\$ 2,250.00	\$ 2,250.00	\$ 13,560.00	\$ 30,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 123,860.00
Rent & Storage	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 17,892.00
Technology	\$ 15,746.00	\$ 13,926.00	\$ 857.00	\$ 806.00	\$ 3,193.00	\$ 1,020.00	\$ 936.00	\$ 20,626.00	\$ 1,419.00	\$ 857.00	\$ 4,515.00	\$ 3,525.00	\$ 3,525.00	\$ 3,525.00	\$ 3,525.00	\$ 3,525.00	\$ 67,426.00
Travel	\$ 1,500.00	\$ -	\$ 1,485.61	\$ 1,050.00	\$ 1,800.00	\$ -	\$ -	\$ 750.00	\$ 30,620.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 39,605.61
Telecommunications	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 720.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ 64,443.01	\$ 1,864.20	\$ 25,000.00	\$ 104,562.01	\$ -	\$ 50,000.00	\$ 246,350.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 502,219.22
Total Expenses	\$ 81,643.72	\$ 121,778.72	\$ 53,706.13	\$ 66,163.95	\$ 170,040.10	\$ 42,936.62	\$ 100,478.86	\$ 323,477.83	\$ 90,331.46	\$ 41,370.98	\$ 34,604.74	\$ 33,736.74	\$ 33,736.74	\$ 33,736.74	\$ 33,736.74	\$ 33,736.74	\$ 1,160,269.84
Net Income	\$ (55,031.72)	\$ (97,088.72)	\$ 61,904.37	\$ 106,198.05	\$ (16,449.60)	\$ 81,867.38	\$ 89,620.14	\$ (70,234.83)	\$ (70,438.46)	\$ (19,814.98)	\$ (21,154.74)	\$ (20,986.74)	\$ (20,986.74)	\$ (20,986.74)	\$ (20,986.74)	\$ (20,986.74)	\$ (31,609.84)

Association for Challenge Course Technology
DRAFT Budget - Total (Expanded)
Fiscal Year 2024

	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Total
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24		
Income														
Standard Income	\$ 26,362.00	\$ 24,440.00	\$ 115,360.50	\$ 172,112.00	\$ 153,340.50	\$ 124,554.00	\$ 189,849.00	\$ 252,993.00	\$ 19,643.00	\$ 21,306.00	\$ 13,200.00	\$ 12,500.00	\$ 1,125,660.00	
Other / Interest Income	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00	
Total Income	\$ 26,612.00	\$ 24,690.00	\$ 115,610.50	\$ 172,362.00	\$ 153,590.50	\$ 124,804.00	\$ 190,099.00	\$ 253,243.00	\$ 19,893.00	\$ 21,556.00	\$ 13,450.00	\$ 12,750.00	\$ 1,128,660.00	
Expenses														
Advertising/Marketing/PR	\$ -	\$ -	\$ 1,480.00	\$ 950.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,560.00	\$ -	\$ -	\$ -	\$ -	\$ 8,990.00	
Bank Fees														
Bank Service Charges	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 240.00	
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Merchant Service Fees	\$ 664.48	\$ 667.60	\$ 3,635.08	\$ 5,071.21	\$ 4,548.35	\$ 3,944.88	\$ 5,550.75	\$ 8,680.09	\$ 635.72	\$ 702.24	\$ 378.00	\$ 350.00	\$ 34,828.40	
Other Bank Fees	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 300.00	
Total Bank Fees	\$ 709.48	\$ 712.60	\$ 3,680.08	\$ 5,116.21	\$ 4,593.35	\$ 3,989.88	\$ 5,595.75	\$ 8,725.09	\$ 680.72	\$ 747.24	\$ 423.00	\$ 395.00	\$ 35,368.40	
Continued Education	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	
Dues and Subscriptions	\$ 595.00	\$ -	\$ -	\$ -	\$ -	\$ 8,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,495.00	
Employee Benefits	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 19,200.00	
Insurance														
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Cyber Policy	\$ 1,442.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,442.00	
Directors & Officers	\$ 5,118.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,118.00	
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Office Property	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Professional Liability	\$ 12,444.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,444.00	
Volunteer Accident	\$ 890.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 890.00	
Workers Comp	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00	
Total Insurance	\$ 20,544.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 21,094.00	
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Licenses, Taxes & Fees	\$ 1,000.00	\$ -	\$ 10.00	\$ -	\$ -	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020.00	
Meals & Entertainment	\$ 215.00	\$ 115.00	\$ 115.00	\$ 215.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 365.00	\$ 115.00	\$ 215.00	\$ 115.00	\$ 115.00	\$ 1,930.00	
Miscellaneous	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ 600.00	
Office Supplies	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 1,000.00	\$ 550.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 2,050.00	
Payroll														
Payroll Processing Fees	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00	\$ 5,040.00	
Payroll Taxes	\$ 1,823.28	\$ 2,734.92	\$ 1,823.28	\$ 1,823.28	\$ 1,823.28	\$ 1,823.28	\$ 2,734.92	\$ 1,823.28	\$ 1,823.28	\$ 1,823.28	\$ 1,823.28	\$ 1,823.28	\$ 23,702.61	
Salaries & Wages	\$ 20,837.46	\$ 31,256.19	\$ 20,837.46	\$ 20,837.46	\$ 20,837.46	\$ 20,837.46	\$ 31,256.19	\$ 20,837.46	\$ 20,837.46	\$ 20,837.46	\$ 20,837.46	\$ 20,837.46	\$ 270,887.00	
Total Payroll	\$ 23,080.74	\$ 34,411.11	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 34,411.11	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 23,080.74	\$ 299,629.61	
Postage & Shipping	\$ 60.00	\$ 60.00	\$ 60.00	\$ 235.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 3,100.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 3,935.00	
Printing and Publication	\$ 130.00	\$ 10.00	\$ 810.00	\$ 1,110.00	\$ 10.00	\$ 10.00	\$ 810.00	\$ 510.00	\$ 605.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 4,035.00	
Professional Services														
Accountant	\$ 1,500.00	\$ 1,500.00	\$ 3,500.00	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 22,000.00	
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Attorney	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 1,800.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 10,050.00	
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 760.00	\$ -	\$ -	\$ -	\$ -	\$ 760.00	
Speaker Fees	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 19,000.00	
Conference Service Provider	\$ 12,512.50	\$ -	\$ 12,512.50	\$ -	\$ 25,025.00	\$ -	\$ -	\$ 6,500.00	\$ -	\$ -	\$ -	\$ -	\$ 56,550.00	
Other Professional Services	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -	\$ 15,500.00	
Total Professional Services	\$ 14,762.50	\$ 4,750.00	\$ 16,762.50	\$ 5,250.00	\$ 27,275.00	\$ 2,250.00	\$ 2,250.00	\$ 13,560.00	\$ 30,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 123,860.00	
Rent & Storage	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 1,491.00	\$ 17,892.00	
Technology	\$ 15,746.00	\$ 13,926.00	\$ 857.00	\$ 806.00	\$ 3,193.00	\$ 1,020.00	\$ 936.00	\$ 20,626.00	\$ 1,419.00	\$ 857.00	\$ 4,515.00	\$ 3,525.00	\$ 67,426.00	
Travel	\$ 1,500.00	\$ -	\$ 1,485.61	\$ 1,050.00	\$ 1,800.00	\$ -	\$ -	\$ 750.00	\$ 30,620.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 39,605.61	
Telecommunications	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 720.00	
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Venue Fees	\$ -	\$ 64,443.01	\$ 1,864.20	\$ 25,000.00	\$ 104,562.01	\$ -	\$ 50,000.00	\$ 246,350.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 502,219.22	
Total Expenses	\$ 81,643.72	\$ 121,778.72	\$ 53,706.13	\$ 66,163.95	\$ 170,040.10	\$ 42,936.62	\$ 100,478.86	\$ 323,477.83	\$ 90,331.46	\$ 41,370.98	\$ 34,604.74	\$ 33,736.74	\$ 1,160,269.84	
Net Income	\$ (55,031.72)	\$ (97,088.72)	\$ 61,904.37	\$ 106,198.05	\$ (16,449.60)	\$ 81,867.38	\$ 89,620.14	\$ (70,234.83)	\$ (70,438.46)	\$ (19,814.98)	\$ (21,154.74)	\$ (20,986.74)	\$ (31,609.84)	

\$0.00

Association for Challenge Course Technology
DRAFT Budget - Event
Fiscal Year 2024

Event	Projections												Total	
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24		
Income														
Standard Income	\$ -	\$ -	\$ 95,620.50	\$ 140,467.00	\$ 113,610.50	\$ 86,754.00	\$ 104,744.00	\$ 201,376.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 742,572.00
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ -	\$ -	\$ 95,620.50	\$ 140,467.00	\$ 113,610.50	\$ 86,754.00	\$ 104,744.00	\$ 201,376.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 742,572.00
Expenses														
Advertising/Marketing/PR	\$ -	\$ -	\$ -	\$ 725.00	\$ -	\$ -	\$ -	\$ 1,560.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,285.00
Bank Fees														
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ -	\$ -	\$ 3,155.48	\$ 4,635.41	\$ 3,749.15	\$ 2,862.88	\$ 3,456.55	\$ 6,645.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,504.88
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ -	\$ -	\$ 3,155.48	\$ 4,635.41	\$ 3,749.15	\$ 2,862.88	\$ 3,456.55	\$ 6,645.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,504.88
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 201.01	\$ 2,412.12
Insurance														
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 75.38
Total Insurance	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 6.28	\$ 75.38
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ 100.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 550.00
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Payroll														
Payroll Processing Fees	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 52.77	\$ 633.18
Payroll Taxes	\$ 229.06	\$ 343.59	\$ 229.06	\$ 229.06	\$ 229.06	\$ 229.06	\$ 343.59	\$ 229.06	\$ 229.06	\$ 229.06	\$ 229.06	\$ 229.06	\$ 229.06	\$ 2,977.80
Salaries & Wages	\$ 2,617.84	\$ 3,926.76	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 3,926.76	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 2,617.84	\$ 34,031.94
Total Payroll	\$ 2,899.67	\$ 4,323.12	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 4,323.12	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 2,899.67	\$ 37,642.92
Postage & Shipping	\$ -	\$ -	\$ -	\$ 175.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,175.00
Printing and Publication	\$ -	\$ -	\$ 800.00	\$ 530.00	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,830.00
Professional Services														
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050.00
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 760.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 760.00
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Conference Service Provider	\$ 12,512.50	\$ -	\$ 12,512.50	\$ -	\$ 25,025.00	\$ -	\$ -	\$ 6,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,550.00
Other Professional Services	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,500.00
Total Professional Services	\$ 12,512.50	\$ 2,500.00	\$ 12,512.50	\$ -	\$ 25,025.00	\$ -	\$ -	\$ 8,310.00	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ 88,860.00
Rent & Storage	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 170.36	\$ 2,044.28
Technology	\$ 12,200.00	\$ -	\$ -	\$ -	\$ 2,375.00	\$ -	\$ -	\$ 19,650.00	\$ -	\$ -	\$ 3,500.00	\$ -	\$ -	\$ 37,725.00
Travel	\$ 1,500.00	\$ -	\$ 1,485.61	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ 30,425.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 36,410.61
Telecommunications	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 720.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ 64,443.01	\$ -	\$ -	\$ 104,562.01	\$ -	\$ 50,000.00	\$ 227,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 446,105.02
Total Expenses	\$ 29,649.82	\$ 71,703.78	\$ 21,290.90	\$ 9,502.73	\$ 139,648.47	\$ 6,200.20	\$ 58,717.32	\$ 270,852.72	\$ 61,762.32	\$ 4,237.32	\$ 7,637.32	\$ 4,137.32	\$ 4,137.32	\$ 685,340.21
Net Income	\$ (29,649.82)	\$ (71,703.78)	\$ 74,329.60	\$ 130,964.27	\$ (26,037.97)	\$ 80,553.80	\$ 46,026.68	\$ (69,476.72)	\$ (61,762.32)	\$ (4,237.32)	\$ (7,637.32)	\$ (4,137.32)	\$ (4,137.32)	\$ 57,231.79

Association for Challenge Course Technology
DRAFT Budget - Membership
Fiscal Year 2024

Membership	Fiscal Year 2024												Total
	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	
Income													
Standard Income	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 28,000.00	\$ 27,000.00	\$ 18,000.00	\$ 40,000.00	\$ 8,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 212,000.00
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 28,000.00	\$ 27,000.00	\$ 18,000.00	\$ 40,000.00	\$ 8,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 212,000.00
Expenses													
Advertising/Marketing/PR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Fees													
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 3,780.00
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 315.00	\$ 3,780.00
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 456.41	\$ 5,476.88
Insurance													
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 171.15
Total Insurance	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 14.26	\$ 171.15
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll													
Payroll Processing Fees	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 119.81	\$ 1,437.68
Payroll Taxes	\$ 520.10	\$ 780.15	\$ 520.10	\$ 520.10	\$ 520.10	\$ 520.10	\$ 780.15	\$ 520.10	\$ 520.10	\$ 520.10	\$ 520.10	\$ 520.10	\$ 6,761.27
Salaries & Wages	\$ 5,943.97	\$ 8,915.96	\$ 5,943.97	\$ 5,943.97	\$ 5,943.97	\$ 5,943.97	\$ 8,915.96	\$ 5,943.97	\$ 5,943.97	\$ 5,943.97	\$ 5,943.97	\$ 5,943.97	\$ 77,271.64
Total Payroll	\$ 6,583.88	\$ 9,815.91	\$ 6,583.88	\$ 6,583.88	\$ 6,583.88	\$ 6,583.88	\$ 9,815.91	\$ 6,583.88	\$ 6,583.88	\$ 6,583.88	\$ 6,583.88	\$ 6,583.88	\$ 85,470.59
Postage & Shipping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing and Publication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services													
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent & Storage	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 386.80	\$ 4,641.66
Technology	\$ -	\$ 13,120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,120.00
Travel	\$ -	\$ -	\$ -	\$ 1,050.00	\$ 540.00	\$ -	\$ -	\$ 337.50	\$ 195.00	\$ -	\$ -	\$ -	\$ 2,122.50
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 7,756.35	\$ 24,108.39	\$ 7,756.35	\$ 8,806.35	\$ 8,296.35	\$ 7,756.35	\$ 10,988.39	\$ 8,093.85	\$ 7,951.35	\$ 7,756.35	\$ 7,756.35	\$ 7,756.35	\$ 114,782.78
Net Income	\$ 9,243.65	\$ (9,108.39)	\$ 7,243.65	\$ 19,193.65	\$ 18,703.65	\$ 10,243.65	\$ 29,011.61	\$ (93.85)	\$ 3,048.65	\$ 3,243.65	\$ 3,243.65	\$ 3,243.65	\$ 97,217.22

Association for Challenge Course Technology
DRAFT Budget - Standards
Fiscal Year 2024

Standards	Fiscal Year 2024												Total
	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	Projections	
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	
Income													
Standard Income	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 18,000.00
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 18,000.00
Expenses													
Advertising/Marketing/PR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Fees													
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 420.00
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 420.00
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,900.00
Employee Benefits	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 91.92	\$ 1,103.07
Insurance													
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 34.47
Total Insurance	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 2.87	\$ 34.47
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll													
Payroll Processing Fees	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13	\$ 289.56
Payroll Taxes	\$ 104.75	\$ 157.13	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 104.75	\$ 1,361.76
Salaries & Wages	\$ 1,197.15	\$ 1,795.72	\$ 1,197.15	\$ 1,197.15	\$ 1,197.15	\$ 1,197.15	\$ 1,197.15	\$ 1,795.72	\$ 1,197.15	\$ 1,197.15	\$ 1,197.15	\$ 1,197.15	\$ 15,562.94
Total Payroll	\$ 1,326.03	\$ 1,976.98	\$ 1,326.03	\$ 1,326.03	\$ 1,326.03	\$ 1,326.03	\$ 1,326.03	\$ 1,976.98	\$ 1,326.03	\$ 1,326.03	\$ 1,326.03	\$ 1,326.03	\$ 17,214.26
Postage & Shipping	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 540.00
Printing and Publication	\$ 10.00	\$ 10.00	\$ 10.00	\$ 460.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 605.00	\$ 10.00	\$ 10.00	\$ 1,165.00
Professional Services													
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent & Storage	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 77.90	\$ 934.86
Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ 60.00	\$ -	\$ -	\$ 37.50	\$ -	\$ -	\$ -	\$ -	\$ 97.50
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 1,588.73	\$ 2,239.68	\$ 1,588.73	\$ 2,038.73	\$ 1,648.73	\$ 10,488.73	\$ 2,239.68	\$ 1,626.23	\$ 2,183.73	\$ 1,588.73	\$ 1,588.73	\$ 1,588.73	\$ 30,409.16
Net Income	\$ (88.73)	\$ (739.68)	\$ (88.73)	\$ (538.73)	\$ (148.73)	\$ (8,988.73)	\$ (739.68)	\$ (126.23)	\$ (683.73)	\$ (88.73)	\$ (88.73)	\$ (88.73)	\$ (12,409.16)

Association for Challenge Course Technology
DRAFT Budget - OAP
Fiscal Year 2024

OAP	Projections												Total
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	
Income													
Standard Income	\$ 6,050.00	\$ 1,050.00	\$ 3,240.00	\$ 350.00	\$ 500.00	\$ 350.00	\$ 500.00	\$ 5,352.00	\$ -	\$ 1,000.00	\$ 700.00	\$ -	\$ 19,092.00
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 6,050.00	\$ 1,050.00	\$ 3,240.00	\$ 350.00	\$ 500.00	\$ 350.00	\$ 500.00	\$ 5,352.00	\$ -	\$ 1,000.00	\$ 700.00	\$ -	\$ 19,092.00
Expenses													
Advertising/Marketing/PR	\$ -	\$ -	\$ 740.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 740.00
Bank Fees													
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ 242.00	\$ 42.00	\$ 129.60	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00	\$ 214.08	\$ -	\$ 40.00	\$ 28.00	\$ -	\$ 763.68
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ 242.00	\$ 42.00	\$ 129.60	\$ 14.00	\$ 20.00	\$ 14.00	\$ 20.00	\$ 214.08	\$ -	\$ 40.00	\$ 28.00	\$ -	\$ 763.68
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 146.65	\$ 1,759.81
Insurance													
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 54.99
Total Insurance	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 4.58	\$ 54.99
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll													
Payroll Processing Fees	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 38.50	\$ 461.95
Payroll Taxes	\$ 167.12	\$ 250.67	\$ 167.12	\$ 167.12	\$ 167.12	\$ 167.12	\$ 250.67	\$ 167.12	\$ 167.12	\$ 167.12	\$ 167.12	\$ 167.12	\$ 2,172.50
Salaries & Wages	\$ 1,909.89	\$ 2,864.84	\$ 1,909.89	\$ 1,909.89	\$ 1,909.89	\$ 1,909.89	\$ 2,864.84	\$ 1,909.89	\$ 1,909.89	\$ 1,909.89	\$ 1,909.89	\$ 1,909.89	\$ 24,828.59
Total Payroll	\$ 2,115.50	\$ 3,154.01	\$ 2,115.50	\$ 2,115.50	\$ 2,115.50	\$ 2,115.50	\$ 3,154.01	\$ 2,115.50	\$ 2,115.50	\$ 2,115.50	\$ 2,115.50	\$ 2,115.50	\$ 27,463.04
Postage & Shipping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing and Publication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services													
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Rent & Storage	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 124.29	\$ 1,491.44
Technology	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 34.50	\$ 34.50	\$ 34.50	\$ 34.50	\$ 258.00
Travel	\$ -	\$ -	\$ -	\$ -	\$ 210.00	\$ -	\$ -	\$ 131.25	\$ -	\$ -	\$ -	\$ -	\$ 341.25
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,400.00	\$ -	\$ -	\$ -	\$ -	\$ 4,400.00
Total Expenses	\$ 2,648.02	\$ 3,486.53	\$ 3,275.62	\$ 2,420.02	\$ 2,636.02	\$ 2,420.02	\$ 3,464.53	\$ 8,151.35	\$ 2,425.52	\$ 2,465.52	\$ 2,453.52	\$ 2,425.52	\$ 38,272.21
Net Income	\$ 3,401.98	\$ (2,436.53)	\$ (35.62)	\$ (2,070.02)	\$ (2,136.02)	\$ (2,070.02)	\$ (2,964.53)	\$ (2,799.35)	\$ (2,425.52)	\$ (1,465.52)	\$ (1,753.52)	\$ (2,425.52)	\$ (19,180.21)

Association for Challenge Course Technology
DRAFT Budget - ICP
Fiscal Year 2024

ICP	Projections												Total
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	
Income													
Standard Income	\$ 1,812.00	\$ 6,890.00	\$ -	\$ -	\$ 8,935.00	\$ -	\$ 3,615.00	\$ 29,515.00	\$ 7,143.00	\$ 7,806.00	\$ -	\$ -	\$ 65,716.00
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 1,812.00	\$ 6,890.00	\$ -	\$ -	\$ 8,935.00	\$ -	\$ 3,615.00	\$ 29,515.00	\$ 7,143.00	\$ 7,806.00	\$ -	\$ -	\$ 65,716.00
Expenses													
Advertising/Marketing/PR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Fees													
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ 72.48	\$ 275.60	\$ -	\$ -	\$ 357.40	\$ -	\$ 144.60	\$ 1,180.60	\$ 285.72	\$ 312.24	\$ -	\$ -	\$ 2,628.64
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ 72.48	\$ 275.60	\$ -	\$ -	\$ 357.40	\$ -	\$ 144.60	\$ 1,180.60	\$ 285.72	\$ 312.24	\$ -	\$ -	\$ 2,628.64
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 256.11	\$ 3,073.27
Insurance													
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 96.04
Total Insurance	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 96.04
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00
Payroll													
Payroll Processing Fees	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 67.23	\$ 806.73
Payroll Taxes	\$ 291.85	\$ 437.77	\$ 291.85	\$ 291.85	\$ 291.85	\$ 291.85	\$ 437.77	\$ 291.85	\$ 291.85	\$ 291.85	\$ 291.85	\$ 291.85	\$ 3,793.99
Salaries & Wages	\$ 3,335.38	\$ 5,003.06	\$ 3,335.38	\$ 3,335.38	\$ 3,335.38	\$ 3,335.38	\$ 5,003.06	\$ 3,335.38	\$ 3,335.38	\$ 3,335.38	\$ 3,335.38	\$ 3,335.38	\$ 43,359.89
Total Payroll	\$ 3,694.45	\$ 5,508.06	\$ 3,694.45	\$ 3,694.45	\$ 3,694.45	\$ 3,694.45	\$ 5,508.06	\$ 3,694.45	\$ 3,694.45	\$ 3,694.45	\$ 3,694.45	\$ 3,694.45	\$ 47,960.62
Postage & Shipping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ 40.00
Printing and Publication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00
Professional Services													
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent & Storage	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 217.05	\$ 2,604.60
Technology	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 34.50	\$ 34.50	\$ 34.50	\$ 34.50	\$ 258.00
Travel	\$ -	\$ -	\$ -	\$ -	\$ 360.00	\$ -	\$ -	\$ 225.00	\$ -	\$ -	\$ -	\$ -	\$ 585.00
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 4,263.09	\$ 6,279.82	\$ 4,190.61	\$ 4,190.61	\$ 4,908.01	\$ 4,190.61	\$ 7,148.82	\$ 5,636.21	\$ 4,495.83	\$ 4,522.35	\$ 4,210.11	\$ 4,210.11	\$ 58,246.17
Net Income	\$ (2,451.09)	\$ 610.18	\$ (4,190.61)	\$ (4,190.61)	\$ 4,026.99	\$ (4,190.61)	\$ (3,533.82)	\$ 23,878.79	\$ 2,647.17	\$ 3,283.65	\$ (4,210.11)	\$ (4,210.11)	\$ 7,469.83

Association for Challenge Course Technology
DRAFT Budget - VAP
Fiscal Year 2024

VAP	Projections												Total
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	
Income													
Standard Income	\$ -	\$ -	\$ -	\$ 1,795.00	\$ 1,795.00	\$ 17,950.00	\$ 39,490.00	\$ 7,250.00	\$ -	\$ -	\$ -	\$ -	\$ -
Other / Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ -	\$ -	\$ -	\$ 1,795.00	\$ 1,795.00	\$ 17,950.00	\$ 39,490.00	\$ 7,250.00	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses													
Advertising/Marketing/PR	\$ -	\$ -	\$ 740.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Fees													
Bank Service Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ -	\$ -	\$ -	\$ 71.80	\$ 71.80	\$ 718.00	\$ 1,579.60	\$ 290.00	\$ -	\$ -	\$ -	\$ -	\$ -
Other Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Bank Fees	\$ -	\$ -	\$ -	\$ 71.80	\$ 71.80	\$ 718.00	\$ 1,579.60	\$ 290.00	\$ -	\$ -	\$ -	\$ -	\$ -
Continued Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14	\$ 183.14
Insurance													
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Directors & Officers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Accident	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Workers Comp	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72
Total Insurance	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72	\$ 5.72
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals & Entertainment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll													
Payroll Processing Fees	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07	\$ 48.07
Payroll Taxes	\$ 208.69	\$ 313.04	\$ 208.69	\$ 208.69	\$ 208.69	\$ 208.69	\$ 313.04	\$ 208.69	\$ 208.69	\$ 208.69	\$ 208.69	\$ 208.69	\$ 208.69
Salaries & Wages	\$ 2,385.05	\$ 3,577.58	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05	\$ 3,577.58	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05	\$ 2,385.05
Total Payroll	\$ 2,641.82	\$ 3,938.69	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82	\$ 3,938.69	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82	\$ 2,641.82
Postage & Shipping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing and Publication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services													
Accountant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Rent & Storage	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21	\$ 155.21
Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ 30.00	\$ -	\$ -	\$ 18.75	\$ -	\$ -	\$ -	\$ -	\$ -
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,850.00	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 2,985.89	\$ 4,282.76	\$ 3,725.89	\$ 4,057.69	\$ 3,087.69	\$ 3,703.89	\$ 6,112.36	\$ 10,144.64	\$ 2,985.89	\$ 2,985.89	\$ 2,985.89	\$ 2,985.89	\$ 2,985.89
Net Income	\$ (2,985.89)	\$ (4,282.76)	\$ (3,725.89)	\$ (2,262.69)	\$ (1,292.69)	\$ 14,246.11	\$ 33,377.64	\$ (2,894.64)	\$ (2,985.89)	\$ (2,985.89)	\$ (2,985.89)	\$ (2,985.89)	\$ 18,235.68

Association for Challenge Course Technology
DRAFT Budget - Overhead
Fiscal Year 2024

Overhead	Projections												Total	
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24		
Income														
Standard Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other / Interest Income	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
Total Income	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
Expenses														
Advertising/Marketing/PR	\$ -	\$ -	\$ -	\$ 225.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,225.00
Bank Fees														
Bank Service Charges	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 240.00
Finance Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant Service Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Bank Fees	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 300.00
Total Bank Fees	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 540.00
Continued Education	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00
Dues and Subscriptions	\$ 595.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 595.00
Employee Benefits	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 264.77	\$ 3,177.21
Insurance														
Conference Cancellation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cyber Policy	\$ 1,442.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,442.00
Directors & Officers	\$ 5,118.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,118.00
Foreign Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Property	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00
Other/Special Event Insur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Liability	\$ 12,444.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,444.00
Volunteer Accident	\$ 890.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 890.00
Workers Comp	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 99.29
Total Insurance	\$ 20,502.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 8.27	\$ 20,593.29
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses, Taxes & Fees	\$ 1,000.00	\$ -	\$ 10.00	\$ -	\$ -	\$ 10.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020.00
Meals & Entertainment	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 115.00	\$ 1,380.00
Miscellaneous	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ 600.00
Office Supplies	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00
Payroll														
Payroll Processing Fees	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 69.50	\$ 834.02
Payroll Taxes	\$ 301.72	\$ 452.57	\$ 301.72	\$ 301.72	\$ 301.72	\$ 301.72	\$ 452.57	\$ 301.72	\$ 301.72	\$ 301.72	\$ 301.72	\$ 301.72	\$ 301.72	\$ 3,922.30
Salaries & Wages	\$ 3,448.18	\$ 5,172.26	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 5,172.26	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 3,448.18	\$ 44,826.29
Total Payroll	\$ 3,819.39	\$ 5,694.34	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 5,694.34	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 3,819.39	\$ 49,582.61
Postage & Shipping	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 180.00
Printing and Publication	\$ 120.00	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240.00
Professional Services														
Accountant	\$ 1,500.00	\$ 1,500.00	\$ 3,500.00	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 22,000.00
ANSI Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 9,000.00
Government Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Speaker Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conference Service Provider	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Professional Services	\$ 2,250.00	\$ 2,250.00	\$ 4,250.00	\$ 4,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 31,000.00
Rent & Storage	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 359.39	\$ 4,312.69
Technology	\$ 3,516.00	\$ 776.00	\$ 827.00	\$ 776.00	\$ 788.00	\$ 990.00	\$ 906.00	\$ 946.00	\$ 1,350.00	\$ 788.00	\$ 946.00	\$ 3,456.00	\$ -	\$ 16,065.00
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telecommunications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Venue Fees	\$ -	\$ -	\$ 1,864.20	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 46,864.20
Total Expenses	\$ 32,751.83	\$ 9,677.77	\$ 11,878.03	\$ 35,147.83	\$ 9,814.83	\$ 8,176.83	\$ 11,807.77	\$ 18,972.83	\$ 8,526.83	\$ 17,814.83	\$ 7,972.83	\$ 10,632.83	\$ 183,174.99	
Net Income	\$ (32,501.83)	\$ (9,427.77)	\$ (11,628.03)	\$ (34,897.83)	\$ (9,564.83)	\$ (7,926.83)	\$ (11,557.77)	\$ (18,722.83)	\$ (8,276.83)	\$ (17,564.83)	\$ (7,722.83)	\$ (10,382.83)	\$ (180,174.99)	

To: ACCT Board of Directors
From: Korey C. Hampton | Acting Executive Director
Date: 2023.06.14

Programs

Project	Summary	Status / Who
ICE Insurance attestation	Received a draft from the attorneys 5/31 based on recommendations from the IRMC and ACC. Needs additional revisions before it is ready for review.	Ongoing (Korey)
ICE testing event in Costa Rica	Finalizing an MOU for an event in Costa Rica in September 2023 that has requested an onsite ICE prep course and testing event.	Ongoing (Korey)
ICE testing policy update	Working on drafting an official policy that can be posted on the website when members are seeking information about "custom" (not previously scheduled) ICE testing events.	Ongoing (Heather)
ICE pages on ACCT website	Updated the Inspector Certification pages on the website	Complete
Programs Staff Workgroup	Seeking Board input on the draft Program Staff Workgroup	Needs Board input
Vendor Auditor structure - VAP	Seeking Board input on the VAP Program Vendor Auditor structure (refer to page 24 of manual)	Needs Board input

Events

Project	Summary	Status
PVM Symposium	Confirmed a hotel location and signed the contract for a courtesy room block and a meeting space at the Hyatt House in Denver for October 18 th , 2023. The PVM symposium will be held nearby to the ASTM meeting.	Complete
Cleveland 2025	Signed addendums for conference center and hotel for Cleveland 2025. Dates have been moved from starting Monday 1/27/25 to a start of Monday 1/20/25 to avoid Lunar New Year holiday.	Complete

OKC 2024	Switched conference center exhibit hall to a room that is closer to our hotel. Switched our AGM meeting room to a larger space to accommodate options for a different format in 2024. No added cost to us for these changes.	Complete (Korey and Melissa)
America Outdoors (AO)	Melissa and Korey met with AO's Marketing and Events Manager (Hilary Wickes) and their Membership and Exhibits Specialist (Caryn Short). Agreed to an exhibit hall booth swap and brainstormed ways to collaborate moving forward, including in legislative efforts.	Ongoing (Korey and Melissa)
SessionBoard	Onboarding has begun and back-end setup is complete. Conference session submissions have been collected and organized so they can be imported.	Ongoing (Melissa)

Office and Membership

Project	Summary	Status
Volunteer tracking	Developed a spreadsheet to track volunteer paperwork submissions: COI forms, volunteer applications, and tech use policy. Most of our volunteers have not submitted all forms. Intent is to work with committee/panel chairs to get volunteers to submit missing paperwork.	Ongoing (Korey and John)
COI review	Consider granting staff access to COI forms. Both for expediency of review and for understanding of existing conflicts within their Groups, Committees, and Panels. Additionally, consider if the same need for understanding extends to the Chairs.	Needs Board input
Membership policy	Drafted an ACCT membership policy that includes <i>all members</i> being notified of things like benefits and dues and agreeing to the recently updated Code of Ethics. Currently non-PVM members do not agree to anything.	Needs Board input
Membership breakdown	Given the improved functionality of our new AMS system (Novi) we are trying to better understand our current membership base. John is working on Novi reports and member outreach that will hopefully result in a clearer breakdown of the members that we have and who/what segments of our industry they represent.	Ongoing (Korey and John)
Boy Scouts	John V. and Korey met with Boy Scout representative Chris Moon. Updated the ACCT membership rate discount agreement for Boy Scout volunteers to better align with current membership rates and to define it as a percentage discount moving forward, instead of a flat rate cost, so that the agreement is applicable beyond future rate increases.	Complete
ED laptop and phone	A dedicated laptop and cell phone that will be used by the Executive have been purchased and shipped to Korey. John V. loaded various accounts with the necessary access prior to shipping, and	Ongoing (Korey, John and Melissa)

	the process is ongoing with Korey. Intention is to have a centralized place for all that person's ACCT-related accounts, files, passwords, and work to reside, easing future transitions.	
Newsletter advertising	Recent ACCT newsletters included "place-holder" sample advertisements announcing the availability of paid placement in future newsletters. John worked with our financial team to establish payment and accounting details. Ads are available for purchase soon.	Complete

General Projects

Project	Summary	Status
Volunteer reimbursement policy	Melissa drafted a Volunteer Reimbursement Policy for all ACCT volunteers, intended to replace multiple policies for different volunteer groups, some of which are outdated and/or not currently in use.	Needs Board input
Grievance and complaints policy	Heather drafted a Complaints Policy intended to address issues that "don't rise to the level of a grievance" that should be processed by the Compliance Committee. Consulted with recent member of the Compliance Committee regarding their work product and ideas for moving forward with that process. Alignment of these processes seems advisable, and possible.	Seeking help drafting a policy (Korey and Heather)
Employee handbook revision	The existing employee handbook is out-of-date in multiple places and needs revisions to reflect "existing practice", assure regulatory compliance, and incorporate needed changes.	Ongoing (Korey and Melissa)
Staff job descriptions and agreements	Existing employee agreements, including job descriptions, are not fully aligned with current job roles or representative of existing job benefits. Need revisions prior to onboarding of a new Executive.	Ongoing (Korey and Melissa)
Google Group and Resource drive for Chairs	John V. created a Google Group (aka list-serve) of Committee Chairs for the purposes of streamlined communication between them and leadership. Additionally, work is in progress to update the former Community Drive to be a resource for Committee Chairs in onboarding and supporting volunteers.	Ongoing (John and Korey)
Bylaws update	Need to review Board/staff input and devise next steps	Requesting support
API trade discussion	Korey, Melissa, Heather, and John met with representatives from Adventure Park Insider (API) on 4/28 and have been in discussion since. Brainstorming ideas to trade items such as advertisements, sponsorships, and conference registrations.	Ongoing (Korey and all staff)

Staff health insurance	Staff health insurance renewal is June 15 th . Reviewed options with our insurance representative and adjusted plans to better serve our current staff, reducing overall cost.	Ongoing (Korey)
ACCT Academy Development Workgroup	Have been meeting with ACCT Academy and MEP leadership in the process of drafting and approving the new TOR for the Academy Development Workgroup, to discuss transition to the new group and the wrap-up of existing projects. Discussing the need for an updated branding guide prior to creation of content, contacting known resources for feedback on scope/cost of that project.	Ongoing (Korey and Melissa)
BlueSky LMS onboarding	Onboarding has begun for the LMS system, projected timeline for onboarding process is 6 weeks.	Ongoing (all staff)
ACCT Organizational Chart	Reviewed and updated organizational chart that is displayed on the website.	Ongoing (all staff)
Executive transition update	Korey and Melissa are meeting twice weekly to review, discuss, and transfer executive and operational functions as applicable.	Ongoing (Korey and Melissa)