



# MINUTES for Board Meeting February 14, 2024

Meeting: 02/14/2024 7:30 – 9:30 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 – <b>Vice Chair</b>	<input checked="" type="checkbox"/> Leslie Sohl – <b>Member</b>	<input checked="" type="checkbox"/> Jason Ong – <b>Member</b>
<input checked="" type="checkbox"/> Michael Smith – <b>Secretary</b>	<input checked="" type="checkbox"/> Kennerly de Forest - <b>Member</b>	<input checked="" type="checkbox"/> Billy Simpson – <b>Member</b>
<input checked="" type="checkbox"/> Erik Marter – <b>Treasurer</b>	<input checked="" type="checkbox"/> Connor James – <b>Member</b>	

### Quorum?

Yes       No

### Guests:

Melissa Webb	Robert Monaghan	Lauren Stover
Heather Brooks	Brittany Humphrey	Alicia Bourke
John Voegflin	Stretch Rowland	

Meeting called to order at **7:33 am** Mountain Time by Korey Hampton.

**Welcome Guests & Housekeeping** | (Korey)

**Approval of Agenda** | **7:33a – 7:35a** (Korey)

<b>Motion:</b>	Review and approve the meeting agenda
<b>Made by:</b>	Leslie
<b>Seconded by:</b>	Connor
<b>Discussion:</b>	A welcome to our newest staff, Brittany.
<b>Vote:</b>	In Favor – All Opposed – None Abstaining – None
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



### Approval of Minutes from 01/17/2024 | 7:35 – 7:40a (Korey)

<b>Motion:</b>	Approve the minutes from the Regular Board Meeting on January 17, 2024 with updates as requested
<b>Made by:</b>	Kenerly
<b>Seconded by:</b>	Michael
<b>Discussion:</b>	
<b>Vote:</b>	In Favor – Opposed – Abstaining –
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

The motion was retracted as members requested several updates. Once changes are made, a motion will be made to approve at a future meeting.

### Vendor Accreditation Program | 7:42 – 8:26a

- IRMC Meeting Update | 7:42 – 7:48a (Mike & Heather)
  - The approval pack, less the Vendor Accreditation Program Policy and Vendor Agreement were shared with the IRMC. Several members provided feedback. The main feedback from the IRMC was that if the program is not making money and is creating liability for ACCT, ACCT should consider not offer it. Robert Monaghan shared that there has been some misperception about the risk of the program based on historical records. Board members requested to discuss concerns about ACCT being a standards developer and offering programs at a future meeting. There are examples of other associations offering similar models.
  - The contract labor model for Vendor Auditors creates a worker compensation and an auto liability exposure that needs to be further explored. This topic will be sent to the IRMC for consideration.
  - Historically, there was a time when it was challenging for a builder to get insurance if they were not a PVM. It was also easier for operators to get insurance if a PVM built their course. This is not necessarily true in the current market.
  - It was decided that the BoD would parking lot the conversation about the purpose and value of accreditation and certification programs for a future meeting.
- Vendor Auditor Model | 7:48 – 7:58a (Melissa & Heather)
  - Staff have connected with multiple parties regarding a path forward for Vendor Auditors.
  - The new model reduces the amount of time an auditor will be on-site and the amount of labor to complete the report. The new VA model is closer to the technical reviewer of the past program. The technical reviewer was a volunteer.
  - There are business challenges with the contract labor model and the volunteer model. Staff have requested assistance from BoD and IRMC in determining the best path forward.
  - ACCT has a volunteer accident medical policy and a hired/unowned vehicle policy.



- **ACTION ITEM** – It was suggested that models be brought to the PVM community and IRMC for discussion.
- Vendor Accreditation Program Policy | 7:58 – 8:24 (Rohan, Heather, Mike)
  - The intent in creating a policy was to be specific where we needed to be specific and general where we could be, and to provide greater focus on governance.
  - Rohan, Heather, and Mike are looking for comments from all BoD Members. They will receive comments and attempt to resolve them to bring a motion to approve at an upcoming meeting.
  - **ACTION ITEM** – BoD Members should review and comment before next week.
  - The items that need approval to move the program forward are the policy and the Vendor Agreement. Both need Board attention and resolution from the BoD. Heather added that staff would also like to get Board approval on fees.
  - **ACTION ITEM** – Mike will share the draft policy and the Vendor Agreement with the IRMC.
- Vendor Accreditation Program Agreement | 8:24 – 8:26a (Korey)
  - Mike will share this with IRMC before their meeting at the conference.

#### **Conference Preparation | 8:26 – 8:42a** (Melissa)

- Conference numbers update
  - Attendee numbers and exhibitor numbers are slightly behind projections. The conference registration deadline is Friday. Deadlines have never been so close to the conference. We tend to see 100-200 walk-in registrations. There are currently 50 companies exhibiting. The floor plan has been modified to remove open spots. Several sponsors are not exhibiting. We are still seeing a little bump for exhibitors. Based on current numbers, the Conference WG and staff have already had conversations with Cleveland for next year.
  - Since Covid, we have seen lower numbers. We may need to consider changing the conference format and scaling back to a hotel/conference center vs. a convention center.
- Melissa overviewed the Order of Events and areas where BoD support and participation will be needed.
- Parking lot discussion about projections for growth of the aerial adventure park industry. For example, ACA shifted from a convention center model to a large hotel model for conferences.

#### **Opening Ceremony and State of the Association (AGM) Plan | 8:45a – 9:08a** (Korey)

- Overview of the new membership update format
  - BoD Members should make certain their hotel rooms are booked.
  - The Conference App will be released soon. Conference WG members are reviewing and making sure the information is accurate.
  - Melissa shared a more detailed list of events.
  - Brian Lisson (Chair of the BoD Emeritus) will be delivering the first ACCT Volunteer of the Year Award.



- **ACTION ITEM** – BoD Members should review the events schedule (2024 Conference Order of Events.docx in the BoD meeting folder) and add BoD events to their calendars.
- Opening Ceremony
  - Thursday's opening ceremony will be in a new format. It will be hosted as a live presentation like the Tonight Show. Matt Marcus will host and bring in committee chairs. If the committee has a video, it will be played. If not, Matt will lead the Chair through an interview. It will be a little less detailed than in the past. We will do the nitty gritty nuts and bolts in a virtual presentation called the State of Association on March 13<sup>th</sup> at 10 am MT.
  - Face-to-face meetings are scheduled from Wednesday through Saturday. We are going to be going over committee reports.
  - There will be a run-through on Thursday morning. If you are not presenting, please attend the sound check and run-through.
  - **ACTION ITEM** – BoD Members need to contact their committees to get a Board Report. Please update "Opening Ceremony" spreadsheet (file was linked in e-mail from Korey on 2/14/24 and will be in Slack).

#### Q2 Financials | 9:08 – 9:10a (Erik)

<b>Motion:</b>	To accept the Q2 Report
<b>Made by:</b>	Erik
<b>Seconded by:</b>	Rohan
<b>Discussion:</b>	Laura prepared and the Finance Committee reviewed it. Numbers are little behind where we had hoped.
<b>Vote:</b>	In Favor – Jason, Kennerly, Connor, Erik, Mike, Rohan, Korey Opposed – None Abstaining – Leslie
<b>Motion Carries:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

- Parking lot status update on employee retention credit

#### ANSI Accreditation Procedures Task Force (APTF) | 9:10 – 9:16a (Leslie)

- The APTF will be presenting at the conference. Work is not complete, but significant progress has been made. If you have questions or concerns, please share them with Leslie.
- BoD Members will receive talking points for questions about APTF and Standards Development at Wednesday's meeting.

#### Board Emeritus | 9:16 – 9:30a (Korey)

- Need to nominate volunteers for Board Emeritus



**Motion:** To go into closed session to discuss candidates for the Board Emeritus  
**Made by:** Mike  
**Seconded by:** Rohan  
**Discussion:**  
**Vote:** In Favor – All  
Opposed – None  
Abstaining – None  
**Motion Carries:**  Yes  No

The Board of Directors moved into Closed Session at 9:18 am MT and left at 9:32 am MT.

**Meeting Closing | 9:32a (Korey)**

**Motion:** To adjourn the meeting.  
**Made by:**  
**Seconded by:**  
**Discussion:**  
**Vote:** In Favor –  
Opposed –  
Abstaining –  
**Motion Carries:**  Yes  No

Meeting adjourned at 9:32 am Mountain Time.

**Parking Lot**

- Strategic planning for conferences and events