



Consensus Group Meeting MINUTES APPROVED

Meeting Logistics:

Zoom Meeting: Invite at bottom of AGENDA

Date / Time: JUNE 3, 2020 12:00p -1:30p MDT

Preparation / To Dos:

Meeting Agenda, Review MAY DRAFT Minutes
Review Tasks and projects

MEMBERS ROSTER (checked boxes represent members in attendance):

Keith Jacobs, Vendor

John Lazarus, Vendor (Chair)

Etienne Leblanc, Vendor

Mike Barker, Vendor

Pete Sawyer Vendor (Vice-Chair)

Paul Chapman, User

Shawn Moriarty, User

Loui McCurley, User

Joe Peters, User

John Coombs, User

Rhonda Mickelson, General

Richard Bournalon, General

Curtis Britcher, General

Leslie Sohl, General

Dave Merrell, General

Support Staff and Scheduled Guest:

Scott Andrews Secretary to the Consensus Group

Scheduled Observers:

Meeting Called to Order: 12:07xp MDT

Quorum Present:

Before we begin, I would like to welcome our observers. They have, each, confirmed that they have read and understand and will comply with the ACCT Code of Conduct for such observers. By way of reminder, we ask this of our observers:

- 1) Unless prior arrangements have been made, observers will listen only and must not create or allow any distractions or interruptions of the meeting, including comments to the Members or otherwise, and background or other noises through their telephones. We suggest they turn their telephones to "mute" if they are able to do so.*
- 2) Voice recordings of the actual proceeding are not allowed.*
- 3) An observer who wishes to comment on the proceedings after the meeting may do so by completing the Observer Form on the ACCT Website or by contacting the Secretary to the Consensus Group at Scott.Andrews@ACCTinfo.org or 303.827.2432.*

Thank you in advance for your cooperation.

CONSENT AGENDA

1. Approval of Minutes (05-06-2020) Motion to approve Keith Jacobs, second: Richard Bournalon no discussion, Opposed: 0 In Favor: Abstention: Rhonda
2. Administrative updates: Zoom invites, review of submitted material in email or meeting folder.
3. Update of Tasks: This section will be removed unless new updates are passed to this group.

- o Format Secretary to Consensus Group Task Description (*Scott will continue as Secretary completing all of the tasks he has for the past 24 months. The board is considering the request for change and will decide soon how the position will be structured and how to fill those roles*)

- SECRETARIAT UPDATE (*See above*)
- UPDATED on SUBMITTED COMMENTS: (*No current new comments or proposals*)
- Style Guide accepted with no additional comments at this time.
- ATTENDANCE UPDATE: [Membership and Voting File](#)

		2/9/20 face to face	3/4/20 Meeting	VC Ballot	4/1/20 Meeting	Member Ballot	5/6/2020 Meeting	Membership Ballot
	Membership 3/4/19	F2F	zoom	jotform	Zoom	jotform	zoom	Meeting and jotform
Vendor	John Lazarus	x	x	x	x	x	x	x
Vendor	Keith Jacobs	x	x	x	absent	x	x	x
Vendor	Mike Barker	absent	absent	m	absent		absent	
Vendor	Etienne Leblanc	absent	absent	m	x	email	x	x
Vendor	Pete Sawyer	x	x	x	x	x	x	x
User	Paul Chapman	x	x	x	absent	x	x	x
User	John Coombs	x	x	x	absent	x	absent	m
User	Shawn Moriarty	absent	x	x	absent	x	absent	m
User	Loui McCurley	x	absent	m	absent	x	x	x
User	Joe Peters	vacant	vacant	vacant	vacant	vacant	x	x
General	Rhonda Mickelson	x	x	x	x	x	absent	m
General	Richard Bourlon	x	x	x	x	x	x	x
General	Leslie Sohl	x	x	x	x	x	x	x
General	Curtis Britcher	x	absent	m	x	x	x	x
General	David Merrell	x	absent	m	x	x	x	x

OLD BUSINESS

- INDUSTRY UPDATES and Trends, Report out from members on new issues
- ACCT Standards Development Process Including flow chart *Broad ranging discussion about how detailed the flowchart should be and weather it should have a “go/no go” check list included.*
- Draft New PINS Statement *John outlined desire to have a comprehensive discussion about the direction of standards development as a whole. Many in group determined that at least one meeting could be used to discuss the direction of direction of the standards. some suggested this could be and may need to be multiple meetings. Leslie strongly suggested having a meeting to assure the group is asking the correct questions.*

NEW BUSINESS

4. Conference Educational Topics and Presentations *John reserved time for a PRESENTATION for the CONFERENCE and content is needed.*
5. Sub committee to develop educational topics and presentations *Postponed*
6. Sub committee to write new PINS proposal "What are the standards priorities?" *Postponed*

NEXT MEETING

1. Next scheduled meeting: July 1, 2020 12:00p to 1:30p MDT. Zoom *July Meeting will be about the direction of the standards.*

ACTION ITEMS		
Who	What	When
<i>Curtis, Dave M, Paul, Etienne</i>	Organizing questions development for July Meeting. This group will meet on June 11, 15 and 18 2020	<i>June 21</i>

Meeting Adjourned: 1:37 pm MDT Motion to adjourn by: Leslie Sohl

Motion: To Adjourn. MADE by: Leslie Sohl and 2nd by: Paul Chapman

Approved by Consensus Group on July 1, 2020