



## ACCT Team Meeting

### Meeting Logistics:

April 5-6, 2010 (Monday & Tuesday)

### Preparation / To Dos:

- Review Organizational Update Document
- Review Committee Reports
- Review Staff Report
- Review Draft Code of Ethics
- Review Permission to Reproduce Document

### **Board Members:**

Erik Marter, Keith Jacobs, Michelle Hepler, Jen Stanchfield, Gary Cwidak, Jim Wall, Josh Tod, Jeff Boeke, Sarah Oosterhuis

*Absent:* None

*Quorum present* Yes

### *Others Present:*

Executive Director: James Borishade

Professional Services Manager: Bill Weaver

### **Proceedings:**

*Meeting called to order at:* 8:30 am by Chair, Erik Marter

#### **I. Review Minutes from Prior Meeting**

- Motion was made and carried to approve minutes from February 1 and February 7**

#### **II. Financial Report**

- REVIEWED JAMES REPORTS, including new documents with graphs

#### **III. Closed Session from 9:30 am – 10:00 am**

#### **IV. Staff Report** – new format to include individual reports from office manager and professional services manager as well

#### **V. Committee Reports**

##### **a. Conference Committee**

- Motion made and carried to accept Cynthia Paris as chair of conference committee**
- As requested, board will research and identify keynote speaker for Minneapolis
- Motion was made and carried to re-establish a PVM Symposium Planning committee**
  - To include Jen Marter, Bill Weaver, Mike Anderson, Gary Cwidak, Jen Stanchfield (board liaison for 2010), and Michelle Hepler.
  - Group will need to request budget for 2010-2011

- iv. Agreed conference chair needs to be fully reimbursed

**b. Consensus Group:**

- i. Confidentiality agreement established; 75% collected;
- ii. John Lazarus elected as chair; Ben Hoops as vice chair
- iii. Comments categories established

**c. Ethics Committee**

- i. Send document to group of readers (pvm and associate members)
- ii. Reviewed by lawyer
- iii. Follow proposed timeline

**d. Government Relations:**

- i. **Motion was made and carried to approve and accept Mark Lindsay's application as a new member, pending an interview done by Greg Allen, committee chair.**
- ii. Discussion committee chairs need to know they interview perspective candidates applying.
- iii. **Motion was made and carried to edit the government relations committee to read as: "To advocate protecting the integrity of ACCT and its standards and our unique challenge course and canopy/zip line tour industry. Educate all levels of ACCT member to changes of relevant regulatory statues. We will do this by educating, monitoring, assessing, and acting on governmental influences to our industry."**
- iv. Approved request to move forward with work on specific language for new bill in Washington.

**e. Membership Committee:**

- i. One resignation; Tim Rhodes
- ii. **Motion was made and carried to accept Lysa Holladay application as new member of Membership Committee, with one abstention**

**f. Op/Cert Committee:**

- i. Request # 1, put ...review committee is looking at the "ability" and "effectiveness" of the pvms in the delivery of...
- ii. Request # 2, yes
- iii. Request # 3, by straw poll, consensus to add non-pvm members to CTT listserve
- iv. Request # 4 – tabled for discussion at later date (after core values discussion)

**g. PR Marketing Committee:**

- i. will respond after discussion on core values

**h. Canopy/Zip Tour Committee:**

- i. Parallel lines article needs revision
- ii. Will respond after discussion on core values

**VI. Old Business**

**a. Summer Symposium update**

- i. Confirmed location Alta Lodge; Dates confirmed; Stratus sponsorship of dinner update; Letter to PVM's going out this week; seeking content feedback by May 1st

**b. Trustee Board –**

- i. discussion around redefining the name of group, terminology, structure, review charge, board recruitment, institutional memory, finance committee, review by-laws, keynote speaker –

**c. Worker Safety Group -**

- i. Need clearer picture of task, before creating formal task force.

**d. Discussion About Colleges and Universities**

- i. Formulate group (Jen, Jim, Big Dog, and Bill) to work on identifying programs, locations and educational approach with presentations/meetings in prospective regions. Make sure we have the right information being presented to the right person. Redistribute PVM list of those willing to work with universities to test after training. Use this list to introduce James; reaching out by phone, then determine next best course of action

## BIG PICTURE (Tuesday's meeting)

### CORE VALUES

- Standard of Excellence
- Building Relationships
- Professional Development
- Advocacy

Working Proposed Model

"Challenge Courses"

| Ropes Challenge Course   | Zipline/Canopy Tour | Adventure Parks |
|--|---------------------|-----------------|
| Builders/Equipment Manufacturers   |                     |                 |
| Facilitators/Operators   |                     |                 |
| Managers/Program Providers   |                     |                 |
| Distributors   |                     |                 |
| Trainers   |                     |                 |
| Owners   |                     |                 |
| Professional Service Providers –(insurance, attorney, risk management consultants) |                     |                 |

Proposed Terms: How it is used, who uses it, determines the category of the "challenge course". (who uses it as defined, recreational, educational, therapeutic, etc)

### Hopeful Outcomes for today are:

Identify common agreements, establish a parking lot, timeline for next steps, focus on the what, not the how, when and how we roll this out,

### Action Steps or Priorities:

- ii. Certification – 1) investigate and present to the board, a model of ACCT providing certification on different levels and then 2) develop canopy / zip line tour guide certifications and 3) expand existing CZT operational standards for non-amusement park applications and 4) colleges and universities

- iii. Accreditation Models for all constituents or customers, including colleges and universities (New Task Force)
- iv. Develop a plan for International – define what we mean by international; become more accessible internationally;
- v. Legislation/Regulation/ANSI/ASTM – proactively influence and monitor legislation with collaborative efforts (additional organizations)
- vi. Image building/PR & marketing
- vii. ANSI process
- viii. Canopy Tour/Zipline and Adventure Parks or Adventure Cable Access Systems (committee charge/name change)
- ix. Branding
- x. Traditional Base
- xi. Tester/Trainer
- xii. Base Membership

**e. Board Policies and their Use**

- i. This item was tabled from the February 7<sup>th</sup> Meeting

**f. Permission to Reproduce Documents tabled until Tuesday**

**g. 2010 Goals for the Board of Directors**

- i. This item was tabled from the February 7<sup>th</sup> Meeting

**h. Who Are We Based on Our Core Values - Are We a Trade or Professional Association?** – Currently by laws indicate TRADE; willing to consider looking into expanding trades and adding language “committed to professional development”.

- i. Motion was made and carried to adjourn at 2:30 pm on April 6th

**VII. Housekeeping/Action Items –**

- a. Next Meeting Date: Summer Meeting All day Monday, August 1<sup>st</sup> and ¾ day on August 4<sup>th</sup> (Fly out on Thursday). Will determine in Utah if we are going to add additional days to October meeting for retreat/strategic planning

**Blue: Tabled items will be in BLUE**

**Red: Motions will be in RED**