

Association for Challenge Course Technology  
Board of Directors Meeting  
January 27, 2009  
Houston, Texas  
Minutes

**Present:** Erik Marter, Keith Jacobs, Josh Tod, Jennifer Stanchfield, Tom Leahy, Jeff Boeke, Jim Wall, Michelle Hepler, Sylvia Dresser.

**Guests at various times:** Christie Peterson, Janice Gravely

**1. The meeting was convened** at 8:08 am.

**2. Minutes** from the January 12, 2009 and January 15, 2009 meetings were reviewed. A motion was made, seconded and carried to accept both sets of minutes as written.

**3. The Financial Report** was presented, questions answered. A motion was made, seconded and carried to accept the report.

**4. Reports** – additions to written reports

- **Canopy/Zip Line Tour** – No report was submitted. Jim Wall as Board liaison will find out what they are working on. Future directions may be determined by issues that arise during the conference.
- **Conference** – The auction job was discussed. It was decided to have one person in charge of the auction, who reports to the conference committee. This person can contact board members, but the auction is not the responsibility of the board.
- **Ethics** – Discussion of items in report.
- **Government Relations** – Still looking for new members. Some action in Michigan, Wisconsin, North Carolina, Oregon and Colorado. GRC will be monitoring those states.
- **Membership** – A motion was made, seconded and carried to appoint Lindsay Walton, Tim Rhodes, and Niels Damman as members of this committee. Tim and Niels will meet at the conference. When an institutional member does not renew, the board would like a committee member to follow up with a phone call.
- **Operations/Certifications Standards** – Standards interpretations questions will go to the committee. Sylvia will continue to collect questions from the general public and forward to the committee as necessary. Interpretations issues exist within the PVM community. The committee size will remain as is for a year, with the idea of reducing the numbers of members and the number of board members after one year. The chair for this committee will be selected on Thursday at their meeting.
- **PR/Marketing Committee** – Keith Jacobs, as the board liaison, will suggest that they get more involved with the Ropesonline web site.

- **Research Advisory Committee** – A motion was made, seconded and carried to allocate \$1500 from the auction money for a research grant.
- **Review** – Report submitted during the meeting. A motion was made, seconded and carried to accept Vision Leadership as a PVM based on the review committee's recommendation. A motion was made, seconded and carried with one abstention to accept New Frontiers as a PVM based on the review committee's recommendation.
- **Universal** – the report was discussed, along with a need for more members. Committees will be asked about their needs for consulting from this committee in the areas of their charge.
- **Trustee Board** – Trustee Board members will be invited to meet with the Board at breakfast on Friday morning. Their expertise has been used less formally than in the past.
- **Staff Report**
- A motion was made, seconded and carried that if a PVM company does not pay their dues by April 1, then their PVM status is revoked. They may apply to the board for reinstatement with in the 3 years of their re-review period. A reinstatement fee may apply.

## 5. Old Business

A closed session was held to discuss the current ANSI process and the ANSI Task Force report. The ANSI Task Force will come up with a statement for the PVM Symposium.

## 6. New Business

- **Role of the Board at the conference** – Reminded board members to speak with one voice. Board members are expected to attend the service crew social. There are two Dialogue sessions at the conference. Committee chairs are encouraged to attend them as well as board members.
- **Board liaison roles** – Board members need to note what they need to do to follow up after a board meeting with their committee(s). Liaisons will work with committee chairs to figure out a system that works for that committee. Liaisons are responsible for getting information back to the committee from the board, and to bring information to the Board from the committees, such as the regular reports.
- **Newsletter** – Sylvia will look into electronic publication of the newsletter. Members will be given a choice as to how they want to receive it.
- **Auction funds** – the way these funds are spent needs to be publicized and articulated more clearly for donors.
- **Certification** – who needs to be certified? How do we answer this as an organization? This will be discussed at a PVM Symposium.
- **PVM involvement** – Revisit the strategic plan on this issue. It needs to include things that people can choose to do as well as requirements. The board will set up a task force around this issue, setting clear expectations and holding people to the expectations, and creating the consequences

and acknowledgement. Consequences will be part of the BOD function. Funds owed to the association will be handled as a separate issue.

- **Recusal policy** – Sylvia will work with Reb on the draft.
- **Speaking for ACCT** – a motion was made, seconded and carried to accept the policy as presented. A commentary will be written to give examples and help people understand the policy.
- **Board elections** – Candidates in the PVM elected seats must get their nomination information in before the conference in 2010. A motion was made, seconded and carried that all nominations for all board positions must be submitted to the association at least 45 days prior to the annual general meeting.
- **Letter from AEE** – a letter from AEE that supports a joint effort with PRCA on standards setting was shared.
- **Ropes Courses Incorporated** – a letter was shared from RCI explaining why they were not renewing their status as a PVM.

**7. Next Meeting** is scheduled for Sunday, February 1, 9 am, Houston, Texas

**8. The meeting was adjourned** at 4 pm.