



Minutes for Board Meeting – October 7, 2015

Board Members Present:

Micah Henderson – **Chair**
Todd Domeck – **Vice Chair**
Ryan Olson – **Treasurer**
Brian Lisson – **Secretary**

Scott Andrews
Niels Damman
Michelle Hepler
Ben Kopp

Matt Marcus
Michael Smith

Absent: *James Borishade, Don Stock*

Proceedings:

Meeting called to order at: 10:03 CST

I. Review and Approve Agenda

Motion #1: To approve the agenda

Moved by: Scott Andrews

Seconded by: Michelle Hepler

Motion Carried: Unanimous

II. Old Business

a. Personnel Matter (closed)

Motion #2: To go into closed session

Moved by: Ryan Olson

Seconded by: Niels Damman

Motion Carried: Unanimous

Motion #3: To come out of closed session

Moved by: Niels Damman

Seconded by: Ryan Olson

Motion Carried: Unanimous



III. New Business

a. Management Committee

Motion #4: To approve the Terms of Reference for the ACCT Interim Management Committee

Moved by: Brian Lisson

Seconded by: Michelle Hepler

Motion Carried: Unanimous

b. Search Task Force

Motion #5: To approve the Terms of Reference for the Executive Director Search Committee

Moved by: Brian Lisson

Seconded by: Niels Damman

Motion Carried: Unanimous

c. October Meeting Agenda

- Board Members were asked to forward agenda items to Brian Lisson for inclusion in the meetings on October 13 and 14, 2015

IV. Adjourn

Motion #6: To adjourn

Moved by: Niels Damman

Seconded by: Ben Kopp

Motion Carried: Unanimous

V. Next Meeting

a. October 13 and 14, 2015

- Meet on 13th and 14th – 3 hours each day.



- 11 CST to 2pm CST
- We will use the GoToMeeting call in. James to send.



ACCT Interim Management Committee

Association for Challenge Course Technology
PO Box 47 Deerfield, IL 60015, USA
Phone: 800-991-0286 | Fax: 800-991-0287
www.acctinfo.org

Purpose

To fulfill the role and functions of the Executive Director during the interim period

Terms of Reference

1. To provide support and supervision to the staff of the ACCT.
2. To provide financial management and oversight.
3. To ensure that the regular operations of the organization continue during the interim period.
4. To meet with the staff on a weekly basis.

Leadership

- Chair- Micah Henderson

Membership

- Ryan Olson, Treasurer
- Brian Lisson, Secretary
- Bill Weaver, Director of Operations

Term Limit

- The Management Committee will serve until a new Executive Director has begun their employment.

Accountability

- The Management Committee is accountable to the Board of Directors.



Executive Director Search Task Force

Association for Challenge Course Technology
PO Box 47 Deerfield, IL 60015, USA
Phone: 800-991-0286 | Fax: 800-991-0287
www.acctinfo.org

Purpose

To lead a process that identifies the organization's next Executive Director

Terms of Reference

1. To initiate a search process for suitable candidates for Executive Director of the ACCT.
2. To be responsible for the selection process of a new Executive Director.
3. To recommend to the Board of Directors a suitable candidate for Executive Director.

Leadership

- Chair- Todd Domeck

Membership

- 3 members of the Board of Directors
- 1 Member of the Board Emeritus
- 1 additional member to be appointed by the Task Force

Term Limit

- The Task Force will be disbanded following approval of the Board of Directors of the appointment of a new Executive Director

Accountability

- The Executive Directory Search Task Force is accountable to the Board of Directors.