



## ACA Board Meeting [Video Conference]

**Tuesday, April 11, 2023**  
[Approved: June 13, 2023]

David Lumian opened the meeting at 7:00 p.m. The published agenda is in Appendix A.

**Attendance.** Attendance was taken from the video logins. **BOD Present:** Hunter Branstetter, Suzanne Britt, Beverly Cosslett, Thom Crockett, Pam Dillon, Jerry Dunne, Dan Henderson, Kenny Kasperbauer, Robert Kauffman, Anna Levesque, Zach Lokken, Dave Lumian, Risa Shimoda, Jack Wallace, Andrea White. **BOD Not Present:** na  
**Staff Present:** Kelsey Bracewell, Michelle Flynn, Beth Spilman.  
**Other Attendees:** Brendan Nelson

Approval of the February 4-5, 2023 minutes was moved, seconded, and the motion passed with no additions or changes.

### STAFF UPDATES

The staff reports are provided in Appendix B. No additional comments were necessary. Next, Beth noted that they moved the office to a new location after finding mold in the existing building. Third, she responded to questions. The group thanks Pam for her work on the strategic plan.

### BOD COMMITTEE UPDATES:

**Properties Committees.** Jerry Dunne provided the properties committee report. It focused on Camp Sebago and Sugar Island. Sebago is opening shortly, and the cabins will be available. He indicated a positive financial report. Regarding Sugar Island, the Canadian National Park System has approached Sugar Island. One of the larger islands it is relatively undeveloped. Jerry noted that there has been some communications with the Park Service, but nothing substantive has been formulated to date. They will form a committee to investigate further and appraise the BOD with updates.

**Grievance Committee.** Jerry Dunne provided the committee report for the Grievance Committee. Jerry noted that there was at least one pending grievance. He noted that they were addressing several issues, including the option of allowing autonomous complaints.

**Finance Committee.** (Report Not Included) Suzanne Britt provided the Finance Committee report. Financially, the organization is in good shape. There was a discussion on providing a quarterly review rather than a monthly review. Given the size and activity of the organization, a quarterly review should be adequate. The audit was tabled until the middle of June when it should be finished.

**Competition Council.** Dan Henderson provided the Competition Council report. He noted that the team trials were scheduled for the second week in October.

**Regional Activity Council (RAC).** Andrea White provided an overview of the RAC's activities. They had the election of state directors. The club proposal is under business items.

**SEIC.** (Appendix C) Ann Levesque provided the report from SEIC. Action Items are included under business items.

## **BUSINESS ITEMS:**

**Club Express Proposal.** (Appendix E; At this time, there is no Appendix D) The Regional Activity Council advanced the Club Express proposal for approval. Brendan Nelson was in attendance to answer any questions. There was a brief discussion. A motion was made to approve the proposal. It was seconded and the motion passed.

**Motion 2304: To approve the Club Express Proposal** [Disposition: passed unanimously]

**Canadian National Park System and Sugar Island.** A continuation of the previous discussion noted in reports occurred. No formal motions were made.

**Insurance Challenges.** Beth provided an update on the insurance situation. There is the issue of finding an insurer in general and the issue of providing insurance for Class IV and V whitewater events. Several possible solutions were discussed. No formal motions were made.

**SEIC Motions.** The group agreed to pass all the motions together. A motion was made to approve all the items listed on the SEIC report needing BOD approval except the emeritus instructor item (i.e. 2023-03-05 ACA Instructor Emeritus Status), which was tabled by the SEIC until their next meeting. Anna noted that the proposal was tabled because Robin Pope was not in attendance at their meeting. The motion was seconded and passed.

**Motion 2305: To approve the following SEIC proposals (see Appendix C)**

[Disposition: passed unanimously]

2023-03-01 Raft Guide Certification - Rafting Committee

2023-03-02 Swimming skills revisions to River Kayak curriculum - River Kayak Committee  
Venue/level spreadsheet

2023-03-03 Level 4 Whitewater Packrafting Instructor Certification - Packrafting Committee

2023-03-04 SEIC Operating Procedures: Meeting Recordings in lieu of written meeting minutes - SEI  
Dept

2023-03-07 Consolidation of Touring and River Canoe disciplines - River Canoe Committee

2023-03-08 Kayak Polo Instructor Endorsement, L1 Skills Course & Skills Assessment - Ge Wu

2023-03-09 SUP Yoga Leader Certification Criteria - SUP Committee

2023-03-10 ITC Mentoring Framework - Within SEIC Policy Manual

**Strategic Plan.** (Appendix F) Pam Dillon indicated that she had received several minor changes to the strategic plan that were not included with the version attached to the agenda materials. A motion was made to accept the strategic plan with the minor changes. It was seconded. The motion passed. (Note: Appendix F contains approved and updated strategic plan.).

**Motion 2306: To approve the ACA Strategic Plan with minor changes.** [Disposition: passed unanimously]

In addition, the group gave their deepest appreciation for the work and perseverance on the part of Pam Dillon in completing the strategic plan. A job well done.

**Fall Meetings.** Dave Lumian discussed potential dates for the in-person fall and next meeting. The next meeting will be on Tuesday, June 13<sup>th</sup> at 7:00 p.m.

**Adjournment.** A motion was made to adjourn. It was seconded. The motion passed.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Robert B. Kauffman".

Robert B. Kauffman  
Secretary