ACA Virtual BOD Meeting
Thursday, August 13, 2026

Meeting Start time: 7:30 PM ET

Attendance

- **BOD Members Present**: Suzanne Britt (President & meeting host), Bev Cosslett, Robert Kauffman, Si Norton, Risa Shimoda, Stef Stannard, Zach "Bug" Lokken, Jonas Ecker, Aaron Small, Jillian Elwart
- **BOD Members Not Present**: Bill Caruso, Ryan Rushton,
- **Staff Present:** Beth Spilman

Call to Order & Roll Call

The meeting was called to order. A quorum was established with ten board members present.

Approval of Previous Meeting Minutes

- The July draft meeting minutes were presented for approval.
- Vote: Approved (8 in favor, 1 abstention)

Executive Director Report

- Membership and member-generated revenue are trending positively following the Sport 80 transition.
- Instructor certifications and activation continue to increase.
- Summer Solstice exceeded its engagement goal.
- Smart Start 2.0 has been completed and distributed, with expanded organizational interest and supporting materials developed.
- The new learning management system has been selected, with implementation planning and initial course development underway.
- Fundraising and donations are ahead of the prior year.
- The annual audit has been completed and the Form 990 has been filed.
- Investment accounts are performing well.
- Overall financial performance is generally tracking with budget.
- Outstanding funding from the U.S. Performance Center remains unresolved, although payment is anticipated.
- USOPC compliance activities and required board self-assessments were discussed.
- Recent national and international events, including the Oklahoma City events and ICF

Congress, were reported as successful.
- Planning is underway for upcoming Olympic-related events, World Cups, test events, and volunteer opportunities.
- Leadership development, outreach, youth programming, and translation of educational materials into additional languages are progressing.
- Required USOPC reports and high-performance funding applications have been submitted.

Finance Committee Report

The Board reviewed current financial performance and budget variances. Overall revenue and expenses were reported to be generally in line with expectations. Variances in several individual categories were discussed, with the Board noting that some percentage variances reflected relatively small dollar amounts. Payroll, insurance, and other major expense categories remain the primary areas of focus.

The Finance Committee will continue monitoring investments, cash reserves, and outstanding receivables.

Properties Report

The Finance Committee reported on its review of a potential donation of property in Maine. The property and facilities may provide opportunities for ACA programming, a base camp, lodging, and instructional activities. The Board discussed the potential benefits and financial considerations and agreed that additional due diligence is necessary.

> **Motion:** Authorize creation of a task force to further evaluate the property opportunity, work with the prospective donor, develop appropriate agreements, and return to the Board with recommendations.
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> **Action:** Motion approved.

Life Jacket (PFD) Policy

The Board considered a proposed ACA life jacket policy intended to establish the organization's position on wearable flotation devices and support broader life jacket use. Discussion included the application of the policy to ACA-sponsored programs, instructional activities, trip leadership, and advocacy efforts.

> **Motion:** Approve the ACA life jacket policy.
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> **Action:** Motion approved.

USOPC Policy Updates

The Board reviewed updates to several policies required for USOPC compliance, including policies related to:

- Gifts and entertainment
- Conflicts of interest
- Background checks
- Grievances
- Other related USOPC compliance requirements

The Board noted that volunteers are not currently required to undergo background checks under the updated policy. The Conflict of Interest process was also updated to require appropriate disclosures from individuals seeking Board positions.

> **Motion:** Approve the updated USOPC-related policies.
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> **Action:** Motion approved.

Board of Directors Election

The Nominating Committee presented its work on the upcoming Board election and reviewed the recommended candidate slate. The Board discussed candidate qualifications, eligibility for at-large and independent positions, and potential conflicts of interest. The board approved a slate of candidates for the election via ElectionBuddy.

Annual Meeting

The Board discussed scheduling the organization's annual meeting. The bylaws require advance notice, and the Board indicated a preference for holding the meeting in November, prior to Thanksgiving.

> **Action:** Staff and Board leadership will determine the date and provide the required notice.

New Business: The board discussed potential organizational structural changes, including the creation of a "Competition Director" staff role to oversee the 18 competition disciplines and improve organizational integration.

Adjournment: 9:42 PM ET

2026 BOD Meeting Schedule: [Thursday meetings at 7:30 pm ET: 4:30 pm PT]

Thursday, September 10th
Friday-Saturday, October 9th -11th
Annual Meeting: TBD
Thursday, November 12th
Thursday, December 10th