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| **TITLE:** | ACTA Virtual Meeting Notes, November 17, 2022 |
| **SOURCE:** | Anna Karditzas, Committee Coordinator, akarditzas@atis.org  |
| **LEADER(S):** | Chair: Scott Lambert (Bureau Veritas), scott.lambert@bureauveritas.comVice-Chair:Vacant |



**ADMINISTRATIVE COUNCIL FOR TERMINAL ATTACHMENTS (ACTA)**

**GENERAL COUNCIL**

 **Virtual Meeting | November 17, 2022 – 3:00-4:00pm ET**

**Meeting Notes**

# WELCOME & CALL TO ORDER

Scott Lambert (Bureau Veritas), ACTA Chair, called the meeting to order and welcomed participants at 3:00pm ET on November 17, 2022.

# INTRODUCTIONS & SIGN IN

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| --- | --- | --- |
| Participant | Company | Email |
| 1. Scott Lambert, ACTA Chair
 | Bureau Veritas | scott.lambert@bureauveritas.com  |
| 1. Anna Karditzas
 | ATIS | akarditzas@atis.org  |

# REVIEW OF OPEN ACTION ITEMS

There were no open Action Items.

# LIAISONS/CORRESPONDENCE

There were no liaisons or correspondence.

# DISCUSSION

# STATUS UPDATE ON ACTA ACTIVITY

Anna Karditzas (ATIS) noted that the RPC data validation discount period has begun.

Mr. Lambert inquired into ACTA financials and Ms. Karditzas suggested that she could look into ACTA’s financial status and generate a report reviewing 2022 and providing a forecast for 2023. Depending on the report, this could also be an opportunity to assess whether it would be appropriate to increase prices.

# FUTURE WORK/ASSIGNMENTS/MEETINGS

2023 Virtual Meetings

* TBD

# ANY OTHER BUSINESS

There was no other business. There were no updates from the TCB Council at this point.

# ADJOURNMENT

Mr. Lambert thanked participants for attending and adjourned the meeting at 3:23pm ET.

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Notes submitted by:

Anna Karditzas, ATIS Committee Coordinator