

Biathlon BC Board of Directors Meeting Minutes

April 20th 2016

Present: Ken, Cathy, Bruno, Gillian, Sally, Clayton, guest Peter Algra

Regrets:

Call to Order: 7:33 pm

Adoption of the minutes from previous meeting (Date March 9th, 2016): Motion by Bruno, 2nd by Gillian carried

Adoption of the Agenda: Motion by Gillian, carried

Old Business

1. Nationals Report: Final summary of Nationals by Bruno. 12 medals won. Everything went well. Survey given to athletes and staff and satisfaction level at 92%. Finance report by Gillian; budget for Quebec was quite expensive. Athlete fee was set prior to knowing the actual costs but was based on costs from previous Quebec Nationals. Organizing Committee did not send out info about accommodations until later in the season. Suggest the fee is set closer to the event (fall/winter rather than in May). Discussion of improving the budget including making athletes aware of flight purchases early where possible. The 2017 Nationals will be a different situation since it will be in Prince George.
2. AGM Meeting Planning: Secured a room for the meeting. Internet connection will be "Go to Meeting" software. This software has worked well from the meeting location in the past. The log in info will be sent out by early May. Non-Board members can book accommodations at the athlete centre if they wish to stay there.

New Business

3. Budget: Gillian reported on the budget. Rough draft complete but may change depending on the Community Gaming Grant allocated to BiBC; this figure is undetermined as of yet.
4. Administration Positions: Clay summarized the proposal document itemizing potential administrative positions for future Board volunteers. Two options; one continuing with a paid staff position and one without a paid position. Suggested volunteer positions are centred on how and why we report to ViaSport to ensure data is collected and reported according to what is required for funding. If we keep the paid Administrator position then the Administrator would oversee all the various volunteer posi-

tions and report to the Board. Discussion of proposal; one purpose of having these positions is to engage volunteers at the Board level without being too onerous on any one person. This assists in succession planning for future higher Board level positions (introduces volunteers to the Board process without requiring them to attend every Board meeting). A strategy document will be developed at the next Board meeting which is anticipated to be presented to the membership at the AGM. Clay will initiate this strategy via email prior to workshops.

5. Coaching Positions: Three regional coaches next year. Etienne will remain as Coastal coach; need to confirm the Southern and Northern coaches. Our contracts are for one year: May 1st through to April 30th. Contract for Northern coach ends in ten days; existing coach is no longer returning. We will advertise the expression of interest for the northern regional coach position to start as soon as possible after May 1st.
6. Signing Authority: Question regarding the number of signatures required on BiBC cheques. Currently only the signature of the Treasurer is required to authorize a cheque on the regular account and two signatures on the gaming account. Should multi signatures be required on all accounts? Discussion of alternative options available such as electronic options. Signing authorities will change with the new Board as determined at the AGM; the process can change at that time.
7. Investment Review Model Update: Report provided by Clay regarding ViaSport and Sport Branch presentation on all the steps they've taken to maintain funding.
8. ViaSport Biathlon Report Card: We fall into the category of potentially having our funding diminished unless we meet their criteria. General concern is that there may be less funding available next year and membership needs to be made aware of the possibility. The data in the report card provides info on where we can improve as a PSO. For example, membership data should be reported in a database rather than an excel spreadsheet.
9. Approval of Granting Noram Events: Nationals in Prince George and NORAM in Whistler are approximately two weeks apart. Two large events in BC, in a short period of time. Dates are set by Biathlon Canada, clubs bid for the events. This is a Biathlon Canada process, independent of BiBC. BC Cups are determined after the BiCanada race schedule is set.
10. School Credit Review from Government: A survey has been sent from the Ministry of Education that will affect the school credit program. The MOE is undergoing a review of what is acceptable for credit. Sally has been tasked with completing the survey for our current athlete credit program. However the intent is to also get coaching

and official's courses eligible for credit as well. Sally will provide further updates as available.

11. Athlete Manual: Bruno supplied the updated athlete manual which includes 2016-17 costs for Development Squad. Any questions regarding the manual or costs should be directed to the ADC or Bruno.

The new Whistler Nordic Development Centre HP program proposal has been presented. Some final costs still need to be worked out. This info should be available tomorrow and will be sent to the athletes.

The AAP funding in the ViaSport contract is for any amount for athlete support as directed by the board. BiBC must follow the provincial guidelines for providing athlete support if using this money; the guidelines have been in place since 2012. With the new BC based HP program can we still support our out of province athletes? If the funding is not provided by ViaSport we can support our athletes as we want but any funding provided by ViaSport must follow the AAP guidelines.

12. Sanctioning Summer Biathlon Championships: S2SN will have a summer biathlon series; does BiBC want to sanction it as a Summer Championships? This will be sanctioned as the BC Summer Biathlon Championships, no sanctioning fees will apply but the club will be responsible for costs.

13. Other Business: Bruno will not be returning to the Board next year.

Adjournment: 10:39 p.m.

Motion to Adjourn: Motion by Sally, carried

Next meeting: May 14th, 2016