



**Biathlon BC Board of Directors Meeting
Minutes of Meeting Agenda**

Present: Sally Connon, Sheldon Clare, Andrew Hay, Peter Algra, Tony Tsang

Regrets: Gillian Fisher

Office Administrator: Clayton Whitman

Date: 2016 June 26 at 1930hrs via Team Viewer

1. Call to order. Meeting called to order at 7:44 pm.
2. Approval of agenda.
3. Approval of last minutes (2016 May 29 Board Meeting). Sheldon moved to approve minutes, carried.
4. Old business
 - a. Bank signatories. According to Gillian all the signatories have been updated at the bank.
 - b. Society Act filing. Clay confirmed that the 2016 Annual Report has been filed with the corporate registry.
 - c. 2016/7 competition schedule. 4 BC Cups scheduled: Dec 17/18 in Kelowna, Jan 14/15 in Quesnel, Jan 28/29 in Whistler, Feb 11/12 in Burns Lake.
 - d. 2016/7 Biathlon BC Athlete Manual. Will be discussed at next meeting.
 - e. 2016/7 Biathlon BC Hosting Policy. Will be discussed at next meeting.
 - f. BiBC Marketing Plan. Discussion of what the budget is to prepare a marketing plan. The marketing plan will be finalized by a committee and presented at the next meeting.
 - g. Standing Committees TOR - coaching, high performance, officials, ADC. Clay to request nominees and they can be appointed at next meeting.
 - h. Roles and responsibilities. Will be refined and discussed next meeting.
5. Correspondence. Correspondence received from Whistler Sport Legacies regarding the launch of their training centre and from the BC Activity Reporter asking for updated contact information. BiBC issued a letter of support to the Sea to Sky Nordics in connection with a grant application.
6. President report. Tony reported on the workshop with ViaSport and the Canadian Olympic Committee. An important focus of this workshop was on



membership and what Biathlon Canada and BC can do to better track membership numbers over time. Coordination of funding between PSOs and NSOs was also discussed.

7. Treasurer report. Gaming grant account has been updated and cheques can now be issued with 2 signatories.
8. Vice President, Administration report. BC Cup schedule has been confirmed. A pilot project to mentor new TDs will be explored. Caledonia is seeking to hire a full-time biathlon coach which could involve a partnership with Biathlon BC.
9. Vice President, Programs report. Development Squad camps are getting organized and schedules prepared.
10. Vice President, Marketing report. See marketing plan discussion.
11. Secretary report. Andrew has been reviewing the website for possible upgrades and changes.
12. New Business
 - a. Training camps schedule. General discussion regarding use of electronics at camps. Discussion about adding another camp in the North during the summer.
 - b. BiBC Board planning meeting. To be planned for the fall/winter.
 - c. Membership registration. Biathlon Canada is reviewing the registration system with zone4 and updates should be provided in the coming months.
 - d. Club registration. To be discussed at next meeting.
 - e. Whistler Nordic Development Center. Peter presented details about the Centre and will provide further updates at the next meeting.
13. Next meeting - July 24, 1930 hrs
14. Adjournment at 2145 hrs.