



## Biathlon BC Board of Directors Meeting Minutes

**Directors: Gillian Fisher, Sheldon Clare, Andrew Hay, Peter Algra, Tony Tsang, Clayton Whitman**

**Regrets: Sally Connon**

**Date: 2016-07-24-19:30 hrs via Team Viewer**

1. Meeting called to order at 19:38 hrs.
2. Agenda was approved with no changes.
3. Minutes of 2016 June 26 Board Meeting were approved.
4. Old Business:
  - a. 2016/17 Biathlon BC Athlete Manual
    - (1) Policy to govern the use of electronic devices in Athlete Manual was discussed. Board is of opinion that this is adequately covered by existing Biathlon BC policies (Code of Conduct, Communication and Social Media Policies).
    - (2) Dates for Selection will include: NorAm 1 (Canmore), and 4 BC Cups = 10 races, best 6 results count;
  - b. 2016/17 Biathlon BC Hosting Policy
    - (1) Plan to release this next month
  - c. BiBC Marketing Plan
    - (1) Sheldon working on a marketing plan, targeting end of summer to complete draft. Will identify potential sponsors, etc.
  - d. Standing Committees TOR – coaching, high performance, officials, ADC
    - (1) Tony working on developing Terms of Reference.
  - e. Roles and Responsibilities for Board Members (draft)
    - (1) Some minor changes, should be ready to approve at next meeting.
  - f. Training camps schedule
    - (1) No change from current plan; Board scheduling session for planning Sept 23/25 weekend during Whistler training camp.
  - g. Club registration policy
    - (1) Will review how a club can register with Biathlon Canada and Biathlon BC to clear up any potential confusion;
    - (2) Will determine how to best capture membership by Cadets to show more accurate numbers of participants in the sport in BC.



- h. Whistler Nordic Development Centre
  - (1) 4 biathletes training full time, enjoying it so far; will review work to date to continue to improve contracts, etc.
- 5. Correspondence
  - a. Tony: had request from ViaSport – expression of interest to apply for Excellence Funding; ViaSport requested an exit target athletes list;
  - b. PetroCan 2016 schedule Nov 5, any PSO can nominate a community coach for that; Board will see nominations.
  - c. BiCan sent out update regarding TD and instructor training beginning of October in Toronto – seeking any senior officials that would be interested.
  - d. Talking to Pacific Region about “Biathlon in a Box” courses in September; may include provisions to allow civilians to attend, likely in North Vancouver.
- 6. President Report
  - a. Been talking to Pacific Region, including participant list; will be some direction in the coming months.
  - b. Discussions continue with Sheldon/Gillian regarding marketing plan and potential budget.
  - c. Discussion with Sally about Biathlon BC structure, including policies, etc. – especially club policies, including safety policy for athletes and coaches; question about liability insurance member to member, board member to general membership being assessed;
  - d. Some clubs are looking for direction regarding how to operate a club, how to start up a club; may work on boilerplate; also have some clubs who want to get to next level to be a better club.
  - e. ViaSport – meeting in about 10 days
- 7. Treasurer report
  - a. Had meeting with accountants this week, no concerns regarding past year’s finances;
  - b. Waiting to hear from Gaming Branch to determine gaming funding allocation.
- 8. Vice President, Administration report
  - a. No report
- 9. Vice President, Programs report
  - a. Had first summer camp; everything went well, billets were good; next camp will start on August 7th; 3 Talent Squad participating this time with the Development Squad (one week only of the two week camp).
- 10. Vice President, Marketing report
  - a. Working on marketing plan, still in draft form.



11. Secretary report
  - a. Will be looking to see how we can integrate our social media (Facebook) site onto our website, perhaps similar to Biathlon Canada; might be interesting to see if other BC clubs would also use the BiBC Facebook site linked onto their sites to increase communication and exposure.
12. New Business
  - a. Biathlon participants registration
    - (1) Checking to see if there is a way to encourage volunteers to sign on to increase our registration, possible using a promo code so they can sign on in advance and pay little or no fees.
13. Next meeting – August 28, 19:30 hrs.
14. Adjournment 20:58 hrs.