



## Biathlon BC Board of Directors Meeting Minutes

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

**Date: 2016 Oct 23 at 1930hrs via Team Viewer**

1. Call to Order
  - a. Meeting called to order at 19:36
2. Approval of Agenda
  - a. no additions.
3. Approval of last minutes (2016 Sept 27 Board Meeting) – approved with changes (award rather than medal for participation).
4. Old Business
  - a. 2016/17 Biathlon BC Athlete Manual; discussion and approval – tabled until Peter available on-line.
  - b. 2016/17 Biathlon BC Hosting Policy; discussion and approval
    - (1) Significant discussion occurred regarding whether to provide medals for midget and juvenile categories. Biathlon BC has been following recommendations to stay in line with Sport for Life and LTAD.
    - (2) Motion: encouraging hosting club and OC to provide recognition to 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> place finish at awards ceremony (other than midgets, juveniles and recreation classes), e.g. flowers or chocolate awards (1, 2, and 3 places still receive the usual medals); Clarified that for all classes – especially for younger classes - more photo ops, etc. as a good way to promote sport, make for a more enjoyable experience for all;
    - (3) Motion tabled until further information can be provided.
  - c. BiBC Marketing Plan: latest version discussed and approved.
  - d. Standing Committees TOR – coaching, high performance, officials, ADC;
    - (1) Still working on TOR, in particular for coaching and officials.
  - e. Roles and responsibilities for Board members; discussed and approved.
  - f. Club Registration Policy; discuss and approval
    - (1) On form, pt 7, demonstrate goals “values of BiBC”; Signature line – submit, not submits;
    - (2) Require new clubs to apply for BiBC new membership using this form as modified – starting 16/17 season
    - (3) Tony offered to come up with template to help club along;



- (4) On form change to “following documents would normally be submitted”  
Approved.
    - g. Team transportation arrangements for training camps and competitions;
      - (1) Sally working on policy.
    - h. Use of HF Wax; discussion – have TOR for adhoc committee, Peter working to set up committee to provide recommendation to the Board.
5. Correspondence
  - a. Two emails from ViaSport, Tony will respond (need to send in org chart, etc.)
  - b. Peter: email on high performance – looks like ready to sign, so Dev Squad athletes will get PacificSport cards soon.
6. President’s Report
  - a. BCWG: been in contact regarding visit to Kamloops, waiting to hear back.
7. Treasurer Report
  - a. One coach still not submitting invoices, info, etc. from camp in July
  - b. Application for funding for hosting 2017 Nationals at PG
    - (1) Request has been made for \$2000 to host nationals – budget had allowed for this amount if we had received \$45K gaming grant, but only received \$30K;
    - (2) Need to defer this to a later date until financial picture clarified;
  - c. Application for funding for hosting Advanced Level Official Course at West Kelowna
    - (a) Have \$1500 in budget for all officials courses, need to determine what other clubs are planning before allocating.
    - (b) Will check over next week to see who wants funding for this season.
8. Vice President, Administration Report
  - a. Communication will be sent out next week regarding coaches and officials training, will follow the grid, possibly tweak the amounts for inflation; some courses have already happened, plus others pending;
  - b. TD assignments
    - (1) Burns Lake: Paul Collard
    - (2) Quesnel: Clay Whitman, Tony Tsang to mentor
    - (3) Whistler and Telemark: Tony Tsang
9. Vice President, Programs Report
  - a. No report
10. Vice President, Marketing Report
  - a. Working on list of potential sponsors



11. Secretary Report
  - a. Webpage analytics sitting at about 18 hits per day, expect increase as season gets going;
  - b. Incorporated Biathlon BC Facebook feed on to front-page of website.
12. New Business
  - a. No new business
13. Next Meeting – Nov 27, 1930 hrs
14. Adjournment
  - a. Meeting adjourned at 21:55