



Biathlon BC Board of Directors Meeting Minutes

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

Regrets: Sally Connon, Sheldon Clare

Date: 2016 Aug 28 at 1930 hrs via Team Viewer

1. Meeting called to order at 19:50
2. Agenda was approved as presented.
3. Minutes from July 24, 2016 Board meeting were approved
4. Old business
 - a. 2016/17 Biathlon BC Athlete Manual
Peter in final stages of updating, finalizing and will be publishing soon.
 - b. 2016/17 Biathlon BC Hosting Policy
Further review and updating being done
 - c. BiBC Marketing Plan
For next meeting – draft circulated to Board, comments still being gathered
 - d. Standing Committees TOR – coaching, high performance, officials, ADC
Officials TOR: work is being done on policy by Tony.
ADC TOR: doesn't look like it needs much updating; Tony will check with Peter
Will put this on next month's agenda for further discussion
5. Roles and responsibilities
 - a. Still under development – Tony will send marked up versions to Sally
6. Club registration policy
 - a. Needs to be looked at further – will take some time to develop, targeting AGM.
7. Correspondence
 - a. BiBC notice for BiCan AGM, Sept 27: Tony attending (Sally would like to attend as an observer if OK with BiCan)
 - b. NCCP training notice has been put on website
 - c. ViaSport: past correspondence regarding reporting, contracts, etc. has been consolidated into one document



8. President's Report

- a. Met with ViaSport and discussed reporting required. ViaSport would like to see tracking against goals of organization. Need to ensure ViaSport is fully aware of our current practices, including athlete selection criteria.

9. Treasurer's Report

- a. GF: not too much to report: haven't heard about gaming grant yet
- b. Ordered new Visa Card for Tony
- c. Invoices from BiBC coaches needed

10. Vice President, Administration's Report

- a. No report

11. Vice President, Program's Report

- a. Summer training camp went well; gathering all costs together for Treasurer.
- b. 15 signed up for winter training camp at this point.
- c. Trials in Canmore beginning of November for Junior M/W IBU.
- d. Working to put selection criteria into format required for VisSport.

12. Vice President, Marketing's Report

- a. No report

13. Secretary's Report

- a. Working on website analytics; Facebook feed onto main web page.

14. New Business

- a. Biathlon participant registration
 - i. Looking for support from BiCanada to consider lifetime membership numbers
 - ii. Discussed membership reporting from clubs for ViaSport reporting
- b. Just opened registration for September WOP roller ski competition
 - i. Technical Delegate: TBD. Clay working on putting competition committee together.
- c. Face to face Board meeting – still working on final date, either early fall. Discussed a variety of options, most likely in Vancouver near airport on a Saturday or Sunday. Will investigate further.

15. Next meeting date, time: Sept 25, 1930 hrs

16. Adjourned at 20:44