



## 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 Sept 28 at 1930 hrs via Team Viewer**

1. Meeting called to order at 19:36
2. Agenda was approved as presented.
3. Minutes from August 28, 2016 Board meeting were approved
4. Old business
  - a. 2016/17 Biathlon BC Athlete Manual
    - Cost for Nationals will be similar to last year, as mostly for food, accommodation, coach/wax tech travel;
    - Appeals process – ADC selection of athletes: appeal can be made to ADC, further appeal to VP Programs – decision of VP Programs will be final;
    - VP Programs does not chair the ADC, so having the VP Programs as the final avenue for appeal should be appropriate.
  - b. 2016/17 Biathlon BC Hosting Policy
    - Discussion about medals policy for midgets and juveniles – currently no medals for top three places, instead have participation awards for all participants at this level. This is in line with Sport for Life Policies.
    - Tony to discuss having participation medals with ViaSport and funding partners.
  - c. BiBC Marketing Plan
    - Initial look of marketing pamphlet discussed.
    - We need to determine how any funds raised will be allocated before we begin fund raising.
    - Tony, Sally and Sheldon to discuss off line how to prioritize spending.
  - d. Standing Committees TOR – coaching, high performance, officials, ADC
    - Still under development.
5. Roles and responsibilities
  - a. Still under development – Tony will send marked up versions to Board for review.
6. Club registration policy
  - a. Rough draft completed by Tony, will send to Board for review in the near future.
7. Correspondence



- a. BC Games – received email in August, inviting 2 coaches to PSO conference in November; sent this out to everyone to put in recommendation, hopefully can get two good community coaches to attend (1 from north, 1 from south);
  - b. ViaSport: Have submitted excellence report, as required, including selection criteria, have confirmation that we have fulfilled that requirement;
  - c. Several external sport credit requests were received, have sent those out to athletes;
  - d. Smith – BC resident, doing masters degree, wanting membership data to study trends as well as retention of athletes. We likely cannot provide the full data needed due to changes in registration systems. Intent of study is to determine impact on sports in the province resulting from the 2010 Winter Olympics.
  - e. Kamloops – BCWG, talking about biathlon venue;
  - f. PSO meeting, Tony already signed up, any exec welcome to join in; Oct 26 in Vancouver
  - g. Gaming grant (see Treasurer report).
8. President’s Report
- a. Elected three new directions at Biathlon Canada AGM;
  - b. BC Games discussion continues for Kamloops. Interest from club in Slave Lake to host biathlon event; City of Kamloops assessing development of Sun Peaks for biathlon venue for BCWG.
9. Treasurer’s Report
- a. Received \$30,000 for our gaming grant – same amount as last year but \$15K less than what we had asked and budgeted for. For next time, we need to put more emphasis on why we need increased support;
  - b. Have had an increase in revenue in camps from Talent Squad attendance, and all camps have come in under budget;
  - c. Budget includes \$9K for equipment and uniforms, but might not need to make these purchases this season, so the combination of this reduction and the increased revenue mentioned above should be sufficient to balance the budget;
10. Vice President, Administration’s Report
- a. One applicant for the TD course in Toronto
  - b. TD request for BC Cups - only one response, so will repost for one more week.
11. Vice President, Program’s Report
- a. Technical issues with TeamViewer audio prevented Peter from providing his report, will report at next meeting.
12. Vice President, Marketing’s Report
- a. Reported on marketing plan above.
13. Secretary’s Report



- a. Have been consolidating membership data from past five seasons, hope to complete this work soon.

14. New Business

- a. 2018 BC Winter Games –Kamloops/Sun Peaks Resort: needs to determine Sport Chair & Provincial Advisor
- b. Provincial Advisor: Lynn Algra has volunteered to continue on in this role. Nominated, accepted, approved.
- c. Sport Chair: usually held by BiBC President; Tony nominated accepted, approved.
- d. Team transportation arrangement at training camp / competition. At current time, no transportation policy; need to look at best practices from other provinces (e.g. Ontario, Alberta have policies); Sally will start drafting up policy.
- e. Camp manager: look to see if we can get this in place.
- f. Use of HF Wax at BC Cups. Discussion indicated pretty broad consensus that it is expensive, bad for health, bad for environment; some argument that we need it to race at higher levels; question is how to get level playing field, enforcement; like the Ontario policy; Clay to draft terms of reference for an ad hoc committee and present recommendations to Board for consideration.

15. Next meeting –Oct 23, 1930 hrs

16. Adjournment at 21:45