



Biathlon BC Board of Directors Meeting Draft Minutes

Directors: Kevin Moutray, Sheldon Clare, Andrew Hay, Rob Schnider, Tony Tsang
Regrets: Peter Algra (tech difficulties), Clayton Whitman (traffic issues)

Date: 2017 Nov 19
Time: 19:30 hrs via TeamViewer

1. Call to order 19:37
2. Approval of agenda – m/s: Sheldon/Kevin/approved
3. Approval of 2017 Oct 15 Board Meeting minutes m/s: Sheldon/Andrew, approved
4. Old business
 - a. BiBC Range Safety Officer Training Course
 - i. Sheldon/Tony working on curriculum; interest has been noted; need component on biathlon range officer and chief of range.
 - b. Waxing Protocol
 - i. Questions arising: guidelines needed for races (when to hand skis in, when to pick up, etc.). Kevin will send out email to board for confirmation of details, determine answers and post answers on website, etc. Some elements may need to go into Hosting Policy, e.g. space needed at event for wax techs; will need to see how it works as the season progresses and adjust as needed;
5. Correspondence
 - a. BCWG: MOU and purchase of 2 laser rifles; \$10,000 approved by BCWG for BiBC to purchase laser rifles or infrared rifles; Tony has signed MOU, making arrangements with Kuvinen in Finland to purchase 2 infrared rifles, should be here in December
 - b. Timing equipment to move from one event to another, need plan to see how equipment will get moved. First event needed will be NorAm at WOP. Clubs can get Biathlon-in-a-box to put on their own computers – BiBC has provincial license for use.
 - c. Andrew talking to Rudy Project regarding possible sponsorship.
 - d. Rob received request for medal purchase from Sally; wants clarification for categories that will receive medals. See discussion later in meeting.
6. President Report
 - a. Peter/Tony/Rob are signing authorities for BiBC with TD Bank (2 signatures required on each cheque.
7. Treasurer Report
 - a. bank statement: cash flow in good condition; expense claim forms helpful; made a lost declaration receipt form; finances in good shape for the year; still working on sorting out



- accounting software; would be helpful if budget activity line was more specific when submitting expenses.
- b. Rob working on summary spreadsheet showing how things are shaping up, hopefully for next meeting
8. Vice President, Administration Report
- a. BiBC Hosting Policy
 - i. Housekeeping changes: Pursuit and mass start last year were reduced, was by accident so those will be corrected;
 - ii. Appendix: 10mx20m space for wax techs to apply wax protocol at BC Cups – sufficient lighting, plus some power to recharge cordless tools
 - iii. Need wax policy to go into more details, but this can be separate document
 - iv. Max fees allowed: some clubs finding it too low for north races where attendance is low; sponsorship would be helpful, but not much response to date on requests. Do clubs apply for gaming grants when hosting a race (may require earlier dates for races)?
 - v. Consideration of medals for juveniles/midgets/recreation – discussion regarding merits of medals or not, consensus not reached, further discussion needed.
 - vi. Kevin to make draft changes, then will circulate for vote by email. Will include suggestions regarding medal allocation for juveniles/midgets/recreation classes.
 - vii. Looking for TD for BCWG; all BC Cups covered.
 - (1) Paul Collard at BC Cup 1; Sheldon/Tony at BC Cup 2; 3 Pierre Beudry at BC Cup 3; Clay Whitman at BC Cup 4
 - viii. Need to compensate Clay/Jess for \$500 each; funds not eligible for gaming, will have to come from general revenue; Just need them to submit expense report and Rob will reimburse.
9. Vice President, Programs Report (Tony presented, as Peter not on call)
- b. BiBC draft 2017/18 Athlete manual
 - i. Peter not on call, so Tony would like Peter T and Peter A both on call for next meeting or earlier at separate session.
 - ii. Discussion:
 - (1) Why AP not determined from top 3% finishers? Draft uses top finisher only (could be because of small classes at older age categories);
 - (2) At NorAms, need to be clear if the AP is based on top finisher or top BC finisher;
 - (3) PAL requirement – will this ensure PAL in place in time for those going to Nationals?
 - (4) practice of Squad Appeals going to chair of ADC, then to the VP Programs has been questioned. Suggest that this should be looked at (better to have small subcommittee look at this rather than a single individual making the final decision).
10. Vice President, Marketing Report
- a. Not getting any solid responses to request for sponsorship; so no \$ showing up at this point. Tony talked to TD Bank, will send Sheldon the contact;



- b. Would like to raise \$20K, which would allow live video streaming and attract more to the sport; would like to help subsidize BC Clubs who are hosting races.
- 11. Secretary Report
 - a. No report.
- 12. New Business
 - a. Whistler Nordic Centre Development Centre
 - i. Full package as submitted and reviewed;
 - ii. A number of issues were raised and discussed;
 - iii. Tony will arrange meeting with Lucinda and include Andrew; Board has a number of questions and concerns that need to be addressed before further consideration.
- 13. Next Board Meeting – 2017 Dec 17
- 14. Adjournment 21:04