



Biathlon BC Board of Directors Meeting Meeting Minutes

Directors: Kevin Moutray, Sheldon Clare, Andrew Hay, Peter Algra, Rob Schnider, Tony Tsang
Office Administrator: Clayton Whitman

Date: 2018 April 15 at 1930hrs via RingCentral; Meeting ID 3903681310

1. Call to order
 - 1.1. 1939hrs (Sheldon joined 1947hrs)
2. Approval of agenda
 - 2.1. m/s Rob/Andrew approved
3. Approval of last minutes (2018 March 19 Board Meeting)
 - 3.1. m/s Andrew/Rob, approved
4. Old business
 - 4.1. 2018 BiBC AGM (May 27) & workshops (May 26 & 27); Venue: Caledonia Nordic Club, Prince George
 - 4.1.1. Rob organized travel plans
 - 4.1.2. Board meeting week prior to AGM – will need agenda for workshop and AGM
 - 4.1.3. Send any additional items for agenda to Tony
 - 4.1.3.1. discussion about Hosting Policy changes
 - 4.1.3.2. Wax protocol
 - 4.1.3.3. BiCan survey regarding participation at Nationals, could add if we get information
 - 4.1.3.4. Membership at clubs – how to assist with development, etc.
 - 4.1.3.5. ADC Athletes Manual changes to be discussed, e.g. athlete selection for 19/20
 - 4.1.4. Should we extend workshops into evening?
 - 4.1.4.1. Could if there is enough material to cover.
 - 4.2. BiBC training camps schedule
 - 4.2.1. Peter has provided a schedule
 - 4.2.2. Whistler – all HP Squad members (9); 15 or 16 Dev Squad; 16 for Talent Squad
 - 4.2.3. There is now a big enough difference between the ability of Dev Squad and WNDC athletes, so can put focus on Dev Squad and include Talent Squad at camps and not focus on WNDC athletes; will have 1 provincial coach plus several club coaches and plan to do some coach training while at camps
 - 4.2.4. Reviewed schedule for camps



- 4.2.5. Budget works well with this model
 - 4.2.6. Would like to have JB as provincial coach, add a guest coach at each camp
 - 4.2.7. EL – coach at Nationals and CWGs; guest coach at Dev Squad camps when held at Whistler
 - 4.2.8. CW – provide coach certification aspects at camps
 - 4.2.9. Fees would be similar to last year (\$2000) – direct deposit as usual, can do it in 3 installments
 - 4.2.10. Hoping to finalize schedule next week
 - 4.3. Official training course schedule
 - 4.3.1. Kevin working on schedule, gathering information from clubs
 - 4.4. Medal design competition
 - 4.4.1. Deadline is May 15th, no responses so far
 - 4.4.2. Could make into AGM workshop to design/evaluate
 - 4.5. Summit Timers
 - 4.5.1. TT has sent them to Salt Lake City for repair – confirmed one broken antenna, will continue working on them. Internal radios may need replacement.
5. Correspondence
- 5.1.1. ViaSport funding contract for signature – approved \$74755, same as last year.
 - Motion to sign contract: m/s Peter/Sheldon, approved
 - 5.1.2. email from Telemark thanking BiBC for support this season
 - 5.1.3. ViaSport – submission deadline for several items by April 30, 2018:
 - 5.1.3.1.1. Society certificate
 - 5.1.3.1.2. New recruitment
 - 5.1.3.1.3. Coaching courses
 - 5.1.3.1.4. Officials courses
 - 5.1.3.1.5. Domestic results
 - 5.1.3.1.6. Clay looking for club membership numbers as well as club activities
(google forms document for club activities)
 - 5.1.4. BCWG letter received
 - 5.1.5. Webhosting sorted out with Telus, all emails should be working again; passwords in usual Dropbox location



6. President report
 - 6.1. March 22: met with 2019 CWG staff, provided updates about location, timelines, etc.
 - 6.2. April 9: BCWG core sport application changes – have good understanding of change from Senior/Junior to just junior.
 - 6.3. BCWG requested review of minimum requirements to host biathlon at BCWG
 - 6.4. Fort St John – have individual trying to organize/develop biathlon range at District of Taylor
 - 6.5. Draft BiBC Bylaws, about 80% done; Tony will contact each board director for input.
 - 6.6. Insurance coverage for timing equipment; quotes received; \$500 with \$1000 deductible; waiting for final quotes based on more current equipment list.
 - 6.6.1. Concern expressed regarding deductible level
 - 6.6.2. Discussion regarding value of insurance
 - 6.6.3. Suggest to add rider onto Tony's insurance
7. Treasurer report
 - 7.1. Reviewed registrations/expenses for Nationals, looks ok; still some expense claims coming in after fiscal year end, causing problems.
 - 7.2. Reimbursement policy – Tony suggests some aspects might need review vis-à-vis travel expenses.
8. Vice President, Administration report
 - 8.1. Hosting policy – draft changes – could be useful for AGM workshop
 - 8.1.1. 3 or 4 cups? (have 5 applications so far – VIBC, Whistler, Quesnel, PG, Vanderhoof)
 - 8.1.2. Sport category needs some discussion
 - 8.2. AGM – working with PG regarding food, travel, camping
9. Vice President, Programs report
 - 9.1. Working on squad selection details
 - 9.2. Will provide report for AGM showing athlete progression



9.3. Looking at funding at a higher level now due to progression through pathway

10. Vice President, Marketing report

10.1. WorldPlay – infrastructure – need to know what is expected before going much further with this

10.2. Requests for sponsorship funding still not successful, thinking of changing tactics

10.3. Congratulations to Clay on his BiCanada award

10.4. IBU having some issues, Tony to check with Biathlon Canada to see what response is being contemplated, if any.

11. Secretary report

11.1. Working with Clay on revisions to Employee Policies, in particular Harassment Bullying Policy, will bring draft revisions to next meeting for review/approval

11.2. Finalized membership report for AGM

11.3. Summarized survey of wax protocol, will adjust if further responses come in before AGM

12. New Business

12.1. Nomination for Board Director

12.1.1. Past practice – like to know who is stepping down, if there are nominees – president, VP Programs, Secretary – in past, have individuals email Clay if interested

12.1.2. Tony – suggest Nomination Committee. Clay – normally made up of non-Board members

12.1.3. Usually call for nominations from the floor; usually have individuals interested already

12.1.4. Clay suggests a post to note what positions are open for election, have interested individuals contact Clay

13. Next meeting – 2018 may 21 at 1930 hrs via RingCentral

14. Adjournment 2105