



## Biathlon BC Board of Directors

### Draft Meeting Minutes

**Directors: Kevin Moutray, Clay Whitman, Chris Halldorson, Gary Tate, Felicia O’Gorman**

**Administrator: Lynn Algra**

**Regrets: Aaron Sinclair**

**Date: 2020 July 19<sup>th</sup>, at 1900hrs**

1. Call to order – 7:03 p.m.
2. Approval of agenda – Clay/Felicia, carried
3. Approval of minutes from June 28<sup>th</sup> Board meeting – Chris/Gary, carried
4. Old business
  - 4.1. Approval of new terms of reference for the Athlete Development Committee
    - 4.1.1. Motion to approve the terms of reference for the Athlete Development Committee, as presented at the July 19<sup>th</sup>, BiBC Board meeting, Chris/Felicia, carried.
  - 4.2. Proposal for ADC COVID response package
    - 4.2.1. Discussion around expenses associated with coaching for BiBC camps.
    - 4.2.2. Lynn will send out a survey to membership regarding camps and attendance, in consultation with Jess and Chris.
    - 4.2.3. Chris will work on details to present a budget and dates to Board
5. Office Administrator update
  - 5.1. Shared news of travel voucher for BiBC
  - 5.2. Working of content of new and improved website
  - 5.3. Corresponding with accommodation for next Nationals
6. President Report
  - 6.1. Shared the info from BiCan about a sample waiver to use for participants training amidst the covid scenario.
    - 6.1.1. Clay will take a look to see if any amendments are needed prior to presenting it to clubs as part of the protocol for return to sport.
  - 6.2. Communicating with Viasport regarding strategic planning support, but have not received much helpful info.



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- 6.3. Reminder to Board members to take the “Commit to Kids” webinar – Lynn will resend link.
  - 6.3.1. Extra spaces for other BiBC coaches to take course for free – Chris will provide Lynn with names of coaches to provide link to.
- 6.4. Kevin will touch base for Gerrit at ViaSport to see if there is a further update on back to sport with the phases of opening.
7. Treasurer Report (circulated via email)
8. Vice President, Administration Report; coaching and official developing committee
  - 8.1. Officials course offered on island – 7 participants
    - 8.1.1. Will send up communication to clubs that we can offer courses now, if they are interested in hosting.
  - 8.2. Still looking for a couple members to sit on Coach Development committee.
  - 8.3. Coach workshops being planned – will post and send info to membership
9. Vice President, Programs Report; training camps schedule and update
  - 9.1. Have been communicating with Jess regarding best way to put camps together, and how to best support athletes
    - 9.1.1. Jess got an upgrade on training peak accounts in order to be able to follow and support more athletes
    - 9.1.2. Jess received feedback from athletes regarding distribution of HP grants.
      - 9.1.2.1. Chris will host a zoom meeting with athletes to get input regarding grants.
  - 9.2. Many of BiBC squad athletes took part in Festival, with some good results, and parts of the testing not completed by all.
    - 9.2.1. Will follow up with squad athletes to see how things went.
    - 9.2.2. Spent a lot of time supporting coaches about how to test during Festival
  - 9.3. Working with ADC on athlete manual update
10. Vice President, Marketing report; Marketing and sponsorship update
  - 10.1. Making some progress on social media, connecting with senior athletes to post about their stories/experiences.



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- 10.2. Talking with a couple businesses regarding sponsorship, though climate is still difficult to ask for business support.
- 10.3. Requested a transfer of funds from Sport BC re: donation funds
11. New Business
  - 11.1. Strategic Planning - Motion to create a committee to review our 2016-2020 strategic plan and to start drafting the 2020 – 2024 plan – Clay/Chris, carried
    - 11.1.1. Clay, Chris, Kevin, with Jess, will be involved with committee, with option to ask for input from members.
  - 11.2. Discussion around recruiting and keeping girls connected to our sport
    - 11.2.1. Chris shared numbers on participation on women and girls in various roles within BiBC
    - 11.2.2. Felicia will put together ToR to provide direction regarding how to approach the issue of recruiting and keeping girls and women in biathlon, and will email to Board for input.
12. Next Board meeting – Sunday, August 23<sup>rd</sup>, 2020
13. Adjournment – 8:30 p.m., Gary/Chris, carried.