



Biathlon BC Board of Directors Meeting Minutes

Directors: Kevin Moutray, Clay Whitman, Chris Halldorson, Gary Tate, Aaron Sinclair, Laura Bot

Administrator: Lynn Algra

Date: 2021 February 21st, at 7:00 p.m.

1. Call to order - 7:02 p.m.
2. Approval of agenda - Aaron/Gary, carried
3. Approval of minutes from January 17th 2020 Board meeting and January 20th Special Board Meeting— Aaron/Chris, carried
4. Old Business
 - 4.1. Status update on Gaming Grant requirements to increase club membership. Lynn will follow up with Black Jack and Kevin will contact Ft St John. Both clubs were contacted and there was no response.
 - 4.2. Biathlon BC Strategic Plan working group update. Will address the transition challenges for post-secondary athletes. Full day meeting will be held April 11th, 2021 at 9am to draft.
 - 4.3. Whistler Camp update. Camp info was sent out to athletes. Camp dates are March 23-28. No updates from Via Sport. Should have more information the first week of March to confirm who can attend camp. Current Health Order only permits carded athletes to attend. Athletes will be notified who can attend as soon as information is available. Reviewed possible accommodation options. Proposed hiring additional coach to assist Jess and as back up in case Jess' flight is delayed or there are quarantine issues.
5. Office Administrator - Update on last month's admin tasks
 - 5.1. Via Sport Meeting. Main message was funding for sport will remain stable the coming year.
 - 5.2. BC Winter Games update. Travel arrangements will be regionally based and based on cohorts. Mixed relay teams will be able to medal. PSO MOU will be signed May/June.
 - 5.3. Dropbox is being organized and streamlined as we are reaching capacity.
 - 5.4. Sovereign Lake targets were tested and are in good shape. Lynn to share evaluation that was completed.
6. President Report - communication update with ViaSport around Covid related issues and return to sport information.
 - 6.1. Met with Via Sport February 4th. Aaron attended as well. Meeting went well.

- 6.2. Multisport meeting was February 10th. Reviewed current status and possible changes if COVID restrictions loosen. Waiting to hear a update from the Health Minister.
7. Treasurer Report (circulated via email) - Reviewed reports as presented. Performing well.
 - 7.1. Electronic payments are set up. Setting up direct deposits.
 - 7.2. Canadian Heritage funding was used for club grants.
 - 7.3. Financial year end. Looking into having “Qualified Opinion” removed from financial statements for next year end.
8. Vice President, Administration Report; training camps schedule and update.
 - 8.1. Good turnout for multisport modules. Received 16 applications and issued \$4,500 for the coaching grant.
9. Vice President, Programs Report; training camps schedule and update.
 - 9.1. Club development grants update. Cheques have been issued. Good response from clubs. Only two clubs did not apply.
 - 9.2. Athletes grants update. Three athletes qualified.
 - 9.3. Post-secondary athlete support. Jess is developing a plan to address current gap for post-secondary athletes and will be contacting all graduating squad athletes to discuss possible next steps.
 - 9.4. Reviewing squad and carded athlete selection process. Need to ensure fair transparent process. Results from challenges issued to clubs will be part of the selection process.
10. Vice President, Marketing report; Marketing and sponsorship - discussion.
 - 10.1. Posting on social media and Facebook interviews.
 - 10.2. Submitted application with RBC for funding
 - 10.3. Discussed possible scholarship for graduating athletes. Aaron to send Gary the Caledonia Scholarships as examples.
11. New Business
 - 11.1. BC Winter Games update. Covered under 5.2.
 - 11.2. Head coach position
 - 11.2.1. Discussed options for next year. Will conduct annual review for both the Head Coach/Technical Director and Administration positions. Would like feedback from Lynn and Jess on the roles. Kevin, Chris and Laura will form performance review committee.
12. Next Board meeting – Sunday, March 21st, 2020
13. Adjournment –at 8:10 p.m Chris/Gary carried.

