



Biathlon BC Board of Directors
Meeting Minutes

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

Administrator: Julia Ransom

Head Coach/Technical Director: Jessica Blenkarn

Date: 2021 August 8, at 7:00 p.m.

1. Call to order - 7:02 p.m.

Kevin welcomed Julia in her new role.

2. Approval of agenda. Aaron/Clay, carried.

3. Approval of minutes from July 11th, 2021 monthly Board Meeting. Aaron/Clay, carried.

4. Old Business - None

5. Office Administrator - Update on last month's admin tasks.

5.1. Getting settled in new role and understanding responsibilities.

6. President Report – communication update.

6.1. Via Sport update. COVID updates are less frequent than previously. Expecting an update from Via Sport early next week regarding restrictions in the Okanagan.

6.2. Working on a contagious disease avoidance policy. Work Safe BC has provided templates that organizations can use.

6.3. Working on finalizing Head Coach/Technical Director and Administrator contract.

7. Treasurer Report – Performing well, will email update next week.

7.1. Working on financial reports for the camps that occurred over the summer.

Discussed refund policy and parent concerns if camps are canceled due to smoke.

Jess requested refund for athlete as was not able to attend for medical reasons. Aaron will process refund.

7.2. Camps revenue and costs are being tracked at the squad level. Aaron will provide reports to Chris and Jess comparing the actual revenue and costs to what was budgeted.

8. Vice President, Administration Report; coaching and official developing committee
(circulated via email)



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- 8.1. Coach Development. Competition-Introduction coach training is proceeding as planned. Our first combined in-person/online course starts next week, with 7 participants. After this course Allie Dickson will become the 4th learning facilitator qualified to deliver comp-int workshops. Beginning in September our focus will switch to doing evaluations, prioritizing coaches who are going to BCWG
 - 8.2. Officials Development. Advanced officials course is scheduled for Sovereign in mid-September. Biathlon Canada is planning an online Advanced officials course, and an in-person Leader officials course for sometime this Fall. The ODC is canvassing officials development contacts to see if there is demand for any additional courses this season. The ODC will begin the process of recruiting TDs for the BC Cups this month. Officials' development. Online entry level officials course will be held and was fully subscribed. Looking at doing another in the fall. Waiting on BiCan for the possibility of online advance courses.
 - 8.3. BiBC Committees. Jonathan Kerr (Club Development Coordinator) has begun gathering information from club contacts, their current position and what their priorities and needs are for their development. Initial report will be delivered this fall. Only one person has expressed interest so far in the Competition Committee (Tyler Greenwood). Will try to recruit one or two more individuals at the upcoming Talent and Development Squad camps. The Competition Committee does not need to start its work until December so there is still plenty of time to staff the committee.
9. Vice President, Programs Report; training camps schedule and update.
 - 9.1. TD report was circulated via email. Discussed Whistler camp results. Having camps back-to-back was efficient as travel time was reduced. Numbers for Prince George camp are lower than Whistler, only 23 athletes are registered.
 - 9.2. Athlete manual. Reviewed with athletes in July. Based on feedback content will remain the same, but will change formatting to make it easier to follow. Update manual will be circulated to board.
 - 9.3. HP Grant Application update. ADC approved applications. Will send approved application list to board prior to publishing.

Chris Halldorson joined at 7:15 pm



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10. Vice President, Marketing report; Marketing and sponsorship – Gary will circulate an update by email.
11. New Business - None
12. Next Board meeting – September 19th, 2021
13. Adjournment –at 7:19 p.m. Clay/Aaron, None Opposed. Carried.