



Biathlon BC Board of Directors

Meeting Minutes

Directors: Clay Whitman, Clark Weber, Laura Bot, Alan Firth, Aaron Sinclair

Administrator: Iva Rozek

Head Coach/Technical Director: Jessica Blenkarn

Date: August 29th, 2022 at 7:00 pm

1. Call to order – 7:01 pm
2. Approval of agenda- **Alan.**
3. Approval of minutes Monthly Board Meeting May 15, 2022 – **Laura.**
4. Ratification of Motions Passed Electronically. **Aaron motioned to resolve that the following resolutions 4.1-4.4 passed electronically be ratified. Approved by consensus.**

4.1. Ian Hartley appointed to the Officials Development Committee.

4.2. Alan Firth appointed to the Board as a director-at-large.

4.3. Eric Schreyer to replace Jacqueline Akerman on the Athlete Development Committee.

4.4. Eligibility requirements for the 2023 BC Winter Games to include ages 13, 14 and 15 year olds competing under Junior B/G rules. In 2024 return to only 13 and 14 year olds being eligible. If 13 year olds competed in 2023, they would be eligible to compete again as 14 year olds in 2024 only if (1) their zone cannot fill it 2 boys and 2 girls with athletes who did not compete in 2023, or (2) BiBC cannot fill its 8 wildcards with athletes who did not compete in 2023.

Aaron motioned to resolve that the following resolutions 4.1-4.7 passed electronically be ratified. Approved by consensus.

5. Reports
 - 5.1. Treasurer Report – **Report shared via Slack. Discussed Gaming Grant Funding received.**
 - 5.2. Operations Manager –**Summarized activities and raised current challenges with updating the website and web hosting.**



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- 5.3. Provincial Coach / Technical Director. **Jessica summarized July and August camps and the 3 grants grant she applied for. BiCan update and discussed BiBC approaching BiCan into enter into a MOU to help bridge the two organizations.**
- 5.4. Athlete Development Committee. **Jessica provided summary of activities. Next deliverables include hiring a wax technician and coach for the Canada Winter Games by the end of October. Discussed providing a wax workshop during the November camp.**
- 5.5. Competition Committee. **Jessica provided a summary of activities. Discussed competition schedule challenges and how to improve for next season to get our races booked earlier as there are limited venues.**
- 5.6. Coach Development Committee. **Jessica provided summary of activities. Discussed Athlete reports cards and squad selection process and feedback delivery to athletes. Committee will be working on HP Grants.**
- 5.7. Officials Development Committee. **Minutes of meetings and Board Summary Report were posted to Slack. Reviewed upcoming course scheduled. Discussed training strategies for using Zone 4 at BC Cups as there are many officials and volunteers that will be first time users.**
- 5.8. Sport Committee. **Meeting minutes and Board Summary Report were posted to Slack. Discussed new club in Terrace and support needed. Committee is looking for two additional members.**
- 5.9. Marketing Committee. **No report provided as committee has not been formed. Iva reach out to the membership through the newsletter to find possible members. Clay will reach out to Gary regarding the title sponsor for the BC Cups.**
6. Old Business
 - 6.1. BC Sports Hall of Fame. **Laura to follow up with Tuppy in person regarding Paul Collard.**
 - 6.2. 2022/23 Budget. **Aaron to circulate revised budget and will discuss next meeting.**
 - 6.3. Proposal for new website, webhosting service, logo. **Clay circulated proposal. Iva will gather additional pricing and options for alternative web hosting and email compare. Want to see if changing the web hosting improves website functionality.**



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- 6.4. Online meeting platform. **Discussed pricing and the capabilities of both Teams and Zoom. All in agreement to switch to Zoom. Iva/Jessica to organize account.**

- 6.5. Athlete Manual approval. **Jessica summarized changes and discussed the importance of ensuring the evaluation criteria for squad is clear. Alan motioned to approve the Athlete Manual as presented. Approved by consensus.**
7. New Business
 - 7.1. Hosting Policy. **Discussed changes to policy shared electronically. Approved by consensus.**
 - 7.2. Terms of Reference approval. **All six terms of references, one for each committee, were distributed electronically prior to the meeting. Discussed changes that were made. Aaron motioned to approve all six Terms of References. Approved by consensus.**
 - 7.3. BC Winter Games Provincial Advisor. **New Provincial Advisor is required as Tim is stepping down. Iva will issue a notice to the membership to see who is interested in the position.**
 - 7.4. Board policy review process. **Discussed process for reviewing Board policies. All the policies can be found on Dropbox. Need to review and add comments prior meeting.**
8. Next Board meeting October 24, 2022. **Special Board meeting will be held September 25th at 7:00 pm to discuss and review BiBC policies.**
9. Adjournment - **at 8:42 pm**