



Biathlon BC Board of Directors

Special Meeting Minutes

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

Administrator: Iva Rozek

Head Coach/Technical Director: Jessica Blenkarn

Date: September 25th, 2022 at 7:00 pm

1. Call to order – **7:02 pm**
2. Approval of agenda – **Amended agenda. Added 3.7 Marketing Committee. Chris.**
3. New Business
 - 3.1. Appointment of new chair. **Discussed Clay stepping down as chair due to new position with BiCan and Alan stepping up as chair. Chris made a motion for Alan to be the chair of the BiBC board. Approved by consensus.**
 - 3.2. Biathlon Canada AGM – appointment of BiBC board member to attend and vote on behalf of BiBC. **AGM is Oct 18th at 4pm. Reviewed agenda and discussed BiBC representative to attend. Alan motioned for Aaron to vote on behalf of BiBC and Jessica will be Aaron's back up if he is unable to attend. Approved by consensus.**
 - 3.3. Sport BC Tax Donation – PSO approval process. **Discussed approval options and application process for setting up club donations programs/projects. Agreed that clubs will submit application to BiBC treasurer, application will be reviewed by BiBC board for review and approval, BiBC treasurer sends approved applications to Sport BC.**
 - 3.4. Via Sport Evaluation – upcoming Town Hall and next steps. **Town Hall is being held September 26th. Evaluation process will be discussed. Iva will be attending.**
 - 3.5. BC Winter Games Provincial Advisor. **Role still needs to be filled. Discussed the role and deliverables. Chris offered to mentor to the next advisor. Iva will reach out to members again.**
 - 3.6. Board Policy review. **Discussed review process. Policies need to be reviewed and comments added to the copies posted on Dropbox prior to October meeting.**



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- 3.7. Zoom license. **Discussed account and license accounts options. Agreed the office account will be licensed and people will email Iva to set up meeting through the office account if licensed accounted features are needed.**
- 3.8. Marketing Committee. **John Irvine has contacted Iva regarding being on the marketing committee. Aaron will contact John to discuss next steps. Clark agreed to sit on the committee.**
- 3.9. Canada Winter Games. **Two applicants applied for Canada Winter Games positions. Iva will forward applications to Jessica to bring to the Coach Development Committee.**
4. Next Board meeting October 24, 2022. **All agreed.**
5. Adjournment – **at 8:00pm**