



## Biathlon BC Board of Directors

### Meeting Minutes

**Directors:** Alan Firth, Chris Halldorson, Evan Girard, Kara Simons, Tasha Carmichael

**Regrets:** Clark Weber

**General Manager:** Roddy Ward

**Administrator:** Iva Rozek

**Head Coach/Technical Director:** Jessica Blenkarn

**Date:** June 26<sup>th</sup>, 2024 at 7:00 pm

1. Call to order - 7:03 – Roddy joined at 7:08, Chris joined at 7:16, Roddy exited at 7:46
2. Approval of agenda – **Approved by consensus**
3. Approval of minutes – Monthly Board Meeting April 24<sup>th</sup>, 2024. – **Approved by consensus**
4. Ratification of Motions Passed Electronically. None
5. Reports
  - 5.1. Treasurer – Kara continuing to onboard for access to financial information as she transitions to Treasurer role. She would like to set up a framework for approval of financial transactions above a certain threshold (specifically EFTs). She will bring a proposal forward at next board meeting. The T4 filing was updated. Financials to be presented at next meeting. There are no major changes to funding/operations.
  - 5.2. General Manager
    - 5.2.1. Roddy presented draft budget. Restructuring of BiBC last year to create GM position has created a deficit, which was expected and planned for. There is a significant contingency fund to assist with this transition as we look for more funding sources over the next 2 to 3 years. Roddy is in the process of applying for various grants and initiatives to increase membership (EcoAims, Indigenous Biathlon via Spirit North, Parabiathlon, Invictus Games).
    - 5.2.2. BC Cup schedule – **Approved by consensus**
  - 5.3. Operations Manager – Iva provided report on Slack. A lot of work completed to onboard new board members.
  - 5.4. Head Coach/Technical Director – Jess provided report on Slack
    - 5.4.1. Signed a LOU with Whistler Sport Legacies. This agreement required significant preparation and Jess will circulate agreement on Slack. All board members to review. This agreement will formalize the current process in place with Whistler Sport Legacies. It states the roles and responsibilities of all involved and the



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financial contribution to Whistler Sport Legacy for the in-kind services received from them (i.e. high development athlete testing).

- 5.4.2. Year end items completed – Provincial Squads named, and 60 athletes are registered. Canadian Sport Institute Criteria was completed. Jess is busy planning camps including a joint BC and Albera camp this July which will be the largest camp of the year and also a Masters camp.
- 5.5. Athlete Development Committee – Jess meeting with this committee, see her report on Slack.
- 5.6. Competition Committee – Jess provided update. BC Cup schedule approved (see above). Hosting policy reviewed but waiting for BiCAN to post their hosting policy before finalizing the BiBC hosting policy. Changes have been proposed from BiCAN to the Senior B/G category and Masters categories at Nationals.
- 5.7. Coach Development Committee – No report provided.
- 5.8. Officials Development Committee – No report provided.
- 5.9. Sport Committee – No report provided.
- 5.10. Marketing Committee – No report provided.
6. Old Business - None
7. New Business
  - 7.1. Proposed new Board Meeting Format – Alan proposed new meeting format. Reports posted 4-5 days before meeting for all board members to review prior to meeting. Board meeting structured into 3 parts.
    - Admin – Anything that needs approval and questions from board members regarding posted reports.
    - Strategic Planning – Discussion of topics that require an outcome/decision (i.e. Townhall on hosting policy, change in Masters categories).
    - Big Picture Planning and Direction – brainstorming to generate ideas for the future of BiBC
  - Discussion of this new board meeting format and then it was **approved by consensus**. Alan and Tasha to work on new format and present revised agenda at next board meeting.
  - 7.2. Change in Sport/Masters Categories at Biathlon Canada – An email was sent to Masters athletes from BiCAN informing them of changes to the Masters categories at



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Nationals. Masters/Sport categories will be included in the Eastern and Western Championships, but not Nationals. Instead, there will be a North American Masters focused event. There was a townhall by BiCAN in June to present these changes. Board members discussed this change and possible responses. Alan to connect with Jess and Roddy to finalize board response to this change.

8. Next Board meeting - **7:45pm on Sept 4, 2024.**
9. Adjournment – 8:40pm