



Biathlon BC Board of Directors

Meeting Minutes

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

General Manager: Roddy Ward

Administrator: Iva Rozek

Head Coach/Technical Director: Jessica Blenkarn

Date: Wednesday, October 23 at 7:45pm

1. Call to order – **7:51pm**
2. Approval of agenda – **Approved by consensus**
3. Approval of minutes – Monthly Board Meeting September 4, 2024 – **Approved by consensus**
4. Approval of minutes – Special Meeting September 19, 2024 – **Approved by consensus**
5. Ratification of Motions Passed Electronically. **None**
6. Review of Reports provided
 - 6.1. Treasurer – **See report on Slack**. Recommendation for Finance Committee (see below)
 - 6.2. General Manager – **See report on Slack**. Increased demand for coaching and official training and courses have been set up to meet this need. Communication with cross country clubs to set up demo days and provide EcoAims rifles for use. Looking into possible regional race in Kootenays using EcoAims.
Camps discussion – decreased registration for Development Squad camp, likely due to other events scheduled. **Jess and Roddy currently working on options, and to provide update to board over Slack in next couple of weeks.**
 - 6.3. Operations Manager – **See report on Slack**. Registered BiBC for BCeID. Needed for communication with provincial government (CRC, Gaming Grant, etc.). **Kara, Roddy and Alan to complete applications for BCeID. Iva to forward them information on how to complete this.**
 - 6.4. Head Coach/Technical Director – **See report on Slack**. 2024-2025 Athlete Manual was approved and published. A public webinar is scheduled for Nov 3rd at 7pm.
 - 6.5. Athlete Development Committee – no report provided
 - 6.6. Competition Committee – **See report on Slack (in GM report)**
 - 6.7. Coach Development Committee – **See report on Slack (in GM report)**
 - 6.8. Officials Development Committee – **See report on Slack (in GM report)**



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- 6.9. Sport Committee – **See report on Slack (in TD report)**
- 6.10. Marketing Committee – **See report on Slack (in GM report)**
7. Strategic Planning Topics
 - 7.1. Creation of Finance Committee – Kara is proposing to create Finance and Audit Committee similar Biathlon Canada. This committee would take a strategic view on finances and provide advice to the board to make financial decisions. For example, compensation, funding strategy, policies (i.e. travel), insurance. These policies would be useful with ViaSport funding applications. Coaching Compensation Matrix provided on Slack for review. All current BiBC policies are listed on website, but a full review is needed. **Kara proposed to initiate Finance Committee with 3 current board members – Alan, Evan and Kara. They will meet to determine a mandate and then return to the board for approval to establish Finance Committee. Approved by consensus.**
 - 7.2. Update on Biathlon Canada's AGM – Their budget was approved with minimal changes from last year. There are financial constraints and limited funding for athletes on performance pathway. There is a large focus on growing the sport and there has been success with grassroots grants.
 - 7.3. Discussion of Biathlon Canada's Safe Sport Policies and Implementation – Roddy currently looking into whether these policies will align with ViaSport. Nordiq Canada developed these policies and Biathlon Canada has adopted them. Cross Country BC (CCBC) has adopted these policies as of September 1. Universal templates are available for clubs to assist with adopting these policies.
 - 7.4. Grants Discussion – ViaSport hosting grant was provided for Sovereign BC Cup #1 and both Sea2Sky (Westerns) and Telemark (U13) have applied for these grants.
Information on this grant program posted on Slack.
8. Big Picture Brainstorming – none completed at meeting
9. Next Board meeting - **November 27, 2024 at 7:45pm.**
10. Adjournment – **9:41pm**