



Biathlon BC Board of Directors

Meeting Minutes

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

General Manager: Roddy Ward

Administrator: Iva Rozek

Head Coach/Technical Director: Jessica Blenkarn

Date: Wednesday, March 18 at 7:45pm

1. Call to order – **7:50pm**
2. Approval of agenda – **Approved by Consensus**
3. Approval of minutes – Monthly Board Meeting February 18, 2025 – **Approved by Consensus**
4. Ratification of Motions Passed Electronically. - **NONE**
5. Review of Reports provided
 - 5.1. Treasurer – **See Treasurer Report on Slack.** Kara provided summary of current expenses and revenue. If we continue to receive the same grants as this year and similar membership dues we can support our current level of spending for the next 3 years. We had planned to spend 1/3 of \$71,000 grant from ViaSport but we don't currently need to do this due to the increases in grant and sponsorship funding received this year. Planning for next year's budget is under way. We have 2 main grants (Viasport Core and Excellence) that provide our core funding but we need to raise approximately \$70,000 each year in grants or sponsorship to cover expenses.
 - 5.1.1. Gaming Grant Eligibility – Kara has reviewed these guidelines, and they require less than 50% of operating budget in holding. We are currently at 42%. We could set up a reserve fund for the \$71,000 grant if needed. Kara to review this further and bring recommendation to next board meeting.
 - 5.1.2. Hosting Grants – Discussion on hosting grants and how to coordinate applications for these. Hosting grant deadline for summer-December 2025 events is May 31, 2025. The hosting grant deadline for events January-spring 2026 is August 31, 2025. We should ensure clubs are aware of these dates and determine the December BC Cup host before May 31, 2025 to allow them time to apply for this grant.



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- 5.2. General Manager – **See GM report on Slack.**
 - 5.2.1. Compensation for Terry Lum's support – Whistler organizing committee will provide accommodation reimbursement.
 - 5.2.2. 2025-2026 Budget planning – Kara and Roddy are meeting next week to continue preparations for budget. Budget planning meeting planned for **March 31 at 7:00pm**. Alan to send out zoom link and board members to join if able.
 - 5.2.3. Safesport Policies – Chris and Clark will review these and bring back recommendations at next board meeting for approval.
 - 5.2.4. Annual General Meeting – **Wednesday, May 21 6:30-8:30pm** – Townhall to take place after AGM – Avery and Roddy to present on EcoAims – examples of success and plans for future.
- 5.3. Operations Manager – **See report on Slack**
 - 5.3.1. Request to de-activate Twitter account. No objections to this.
 - 5.3.2. Medals for next year – Any comments or recommendations please forward them to Iva.
 - 5.3.3. BCeID – In process for setting this up for Kara, Alan and Roddy.
- 5.4. Head Coach/Technical Director – **See report on Slack** – Best ever results at Nationals! Great improvement in relay results and more females than males in youth and junior categories (can be attributed to HP grants and emphasis on importance of attending Nationals). Planning another Masters camp in PG – very successful and want to grow further.
- 5.5. Athlete Development Committee – **See Head Coach report on Slack**
- 5.6. Competition Committee – **See GM report on Slack**
- 5.7. Coach Development Committee – **See GM report on Slack**
- 5.8. Officials Development Committee – **See GM report on Slack**
- 5.9. Sport Committee – **See GM report on Slack**
- 5.10. Marketing Committee – **See GM report on Slack** – Current plan is to seek 4 sponsors averaging \$20-25,000 each. Received a good response from Beedie to thank you video. Send ideas to Roddy for sponsor give backs and content to attract attention. Examples provided include – videos on coaching, volunteers or officials. Content for International Women's Day, Coaches week.

6. Strategic Planning Topics



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- 6.1. BiBC Fee Structure – BiCan has adjusted membership categories but hasn't yet forwarded this information on to Roddy yet. Roddy to receive this information and then provide recommendation on Slack for board to review and approve.
 - 6.2. Sport Development Fund – This would replace the current Training and Tour Grants. Goal is to raise \$15,000 and would be geared towards High Performance Squad. Kara and Iva posted information on Slack regarding the requirements to set up this fund. More details available at <https://sportbc.com/bcamateursportfund/> and <https://secure.bcamateursportfund.org/registrator/DonationPage.aspx?eventid=309473&langpref=en-CA&Referrer=https%3a%2f%2ft.co%2fQt3GRQRMnD%3famp%3d1>
 - 6.3. Finance Committee policies – Deferred to next meeting for approval of these policies, Safe Sport Policies and general policy review.
 - 6.4. Budget for Coach Experience at camps – Deferred until budget is set on March 31. This program is currently included in draft budget. Plan is to train more coaches through camps and possibly use Beedie Sponsorship on this program as well as other camp supports.
 - 6.5. Addition of new club – Nordic Racers – **Moved by Alan. Seconded by Kara. Approved by Consensus.** – Now that they are approved with BiBC they also need to register with Biathlon Canada.
7. Big Picture Brainstorming
 8. Next Board meeting **April 23, 2025 at 7:45pm.**
 9. Adjournment – **9:31pm**