



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 (report provided but not in attendance for meeting)

Date: Wednesday, April 23 at 7:45pm

1. Call to order - **7:51pm**
2. Approval of agenda – **Approved by Consensus**
3. Approval of minutes – Monthly Board Meeting March 18, 2025 – **Approved by Consensus**
4. Ratification of Motions Passed Electronically. – **Membership Categories and fees to align with Biathlon Canada. See document on Slack for full details.**
5. Review of Reports provided
 - 5.1. Treasurer – **See report provided on Slack.**
 - 5.2. General Manager – **See report provided on Slack.**
 - 5.2.1. Operations Manager – **See report provided on Slack. PNL Consulting sponsorship for Quickbooks to be acknowledged in the newsletter. All new sponsorships to be put in newsletter.**
 - 5.3. Head Coach/Technical Director – **See report provided on Slack.**
 - 5.4. Athlete Development Committee – **See GM report provided on Slack.**
 - 5.5. Competition Committee – **See GM report provided on Slack.**
 - 5.6. Coach Development Committee – **See GM report provided on Slack.**
 - 5.7. Officials Development Committee – **See GM report provided on Slack.**
 - 5.8. Sport Committee – **See GM report provided on Slack.**
 - 5.9. Marketing Committee – **See GM report provided on Slack.**
6. Strategic Planning Topics
 - 6.1. HP Squad Fundraiser Approval – Roddy provided information via Slack on 2025-2026 HP Training Grant Application with full details. To further discuss with Chris for follow-up but to proceed with implementation this coming year.



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- 6.2. Policy Review including Safe Sport – Roddy provided brief overview of policy updates. See documents on Slack (BiBC Policy Update 2025, Travel Allowance Policy 2025) and 4 policies drafted by Finance Committee – Policy Meeting scheduled for **May 13 at 7:30pm. Please provide feedback to Roddy on any of these policies before this meeting. Request Jess to specifically review Firearms Policy.**
- 6.3. AGM Planning – Continuing terms – Alan, Chris and Clark are up for election and currently undecided if they are continuing. Iva to put out call for nominations in newsletter.

In camera – discussion of staff compensation from 8:26pm to 9:26pm

- 6.4. Budget Approval – Kara provided summary of 2025-2026 budget as outlined below.

Motion to approve budget					
Approve the 2025/26 Budget					
	ATHLETE		OFFICIALS /		
	COMPETITIONS	DEVELOPMENT	COACHING	OPERATING	TOTAL
Total Revenues	\$ 87,841	\$ 81,900	\$ 5,500	\$ 169,240	\$ 344,481
Total Expenses	\$ 83,941	\$ 150,588	\$ 5,500	\$ 160,628	\$ 400,657
	\$ 3,900	\$ (68,688)	\$ -	\$ 8,612	\$ (56,176)

Sponsorships include continuation of Odlum Brown sponsorship \$7,000 and Fundraising for Tour Grants of \$10,000.

Moved by Kara. Seconded by Evan. Approved by consensus.

- 7. Next Board meeting – Policy Focused Board Meeting – **Tuesday, May 13, 2025 at 7:30pm**
 - Annual General Meeting – **Wednesday, May 21, 2025 at 6:30pm**
- 8. Adjournment – 9:37pm