



Biathlon BC Board of Directors

Board Meeting Minutes – Strategic Plan Focused Meeting

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

General Manager: Roddy Ward

Administrator: Iva Rozek

Head Coach/Technical Director: Jessica Blenkarn

Date: Wednesday, June 25 at 7:45pm

1. Call to order – **7:48pm**
2. Approval of agenda – **Approved by Consensus**
3. Approval of minutes – Monthly Board Meeting May 13, 2025 – **Approved by Consensus**
4. Ratification of Motions Passed Electronically. – **None**
5. Change to Bylaws regarding number of Board Members – Bylaw changed to 'The Society must have four to seven directors, half of which are elected in even years and half of which are elected in odd years (or as otherwise agreed upon by the board). Quorum will now be 50% + 1 the number of directors' - **Alan moved, Evan seconded. Approved by Consensus.**
6. Review of Reports provided
 - 6.1. Treasurer – Presentation of 2024-2025 Financials – The accounting firm reviewing our financial documents recommended to remove from revenue a Gaming Grant that was exclusively for equipment. The equipment purchased with this grant to be removed from expenses. This change was made. As a result, our grant revenue is \$50,000 less and there are \$50,000 less in our equipment expenses.
 - 6.2. No other reports provided tonight due to focus on Strategic Planning
7. Follow Up on Policy Review
 - 7.1. Finance Policy – Kara presented updated Finance Policy (see copy on Slack). To add 'overbudgeted expenditures' to note for Unbudgeted expenditures. Also added 'under \$500 discretionary spending without approval needed'. Kara to edit this policy as described and post on Slack. **This policy including these changes was Approved by Consensus.**



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- 7.2. Further Policy updates will be discussed at next board meeting - Firearm Safety Policy, Risk Management Policy, Volunteer Management and Recognition Policy, Workplace Bullying and Harassment Policy.
- 7.3. Inclusion of Masters at Nationals – Alan is in process of writing this letter to express the desire of our board and members for Nationals to include Masters events.
- 7.4. Sport BC Sweepstakes discussion – Roddy shared information on Slack regarding this new initiative. The main concerns are privacy related with releasing our members contact information. We would need to ask members to opt in to sharing their information. There are also concerns with minor's involvement in a lottery/sweepstakes. Roddy to continue to gather more information and bring this back to the board for further discussion.
8. Strategic Planning
 - 8.1.1. Document in DropBox summarizing general discussion. Further discussion to occur over next few months while we update Strategic Plan.
9. Next Board meeting **Wednesday, August 20 at 7:45pm.**
10. Adjournment – **9:24pm**