



Board of Directors Meeting
July 22-24, 2022
See Itinerary here.
MINUTES

Lyle McLeod, President
Roger Archambault, Director **Sunday only*
Katrina Galas, Director
Kristy McGregor-Bales, Director
Mandy Tran, Director
Mike Walker, Director
Ron Pelletier, Director
Peter Pekos, Director
Jules Myer, Director
Megan Imrie, Director
Logan Pletz, Athlete Rep
Emma Lunder, Athlete Rep
Heather Ambery, General Manager
Tyson Wellock, Director of Development and High Performance **Saturday afternoon only*

1.0 Call to Order [5 minutes]

The President called the meeting to order at 9h08 EST Saturday, July 23.

2.0 Approval of Consent Agenda: [5 minutes]

- Meeting minutes May 28, 2022

Ron

Mike

Move to approve the consent agenda.

Carried.

3.0 Governance - Sarah Dentry Resignation from the Board: [1 min]

Lyle informed the Board that Sarah Dentry's resignation from the Board will be effective July 1, 2022. In addition, Sarah will no longer be on the Biathlon Canada Nominations Committee or HRC Committee.

It is unknown if Sarah will remain on the IBU Gender Equity Working Group. Heather will follow-up.

4.0 Year in Review: [20 mins] Heather will present a 2021-22 Year in Review.

Heather presented a Year in Review to the Board. This presentation covered Domestic Operations, National Team and High Performance Programs, Business Operations, and Future Considerations.

5.0 Budget 2022-23 Approval: [30 minutes] Heather and the F&A Committee will present the assumptions, projected cash flow, and budget for 2022-23 for approval. Approval of the budget will be on Sunday, July 24 at the end of the meeting.

Heather presented the 22-23 budget, cashflow, and budget assumptions. The motion for budget approval will be at the end of the Board meeting on Sunday.

5.1 Proposal of creation of a Development Fund

F&A Chair, Mandy Tran discussed a proposal to create a specific fund for strategic projects. The F&A Committee will create a process for allocating such funds. This will be presented at a future meeting.

6.0 Approval of Gender Inclusion Policy [10 mins] Heather to present for approval

Ron

Kristy

Move to approve the Gender Inclusion Policy

Discussion:

- Heather presented the background on the creation of the policy and the need for it.
- The Board underlined the importance of education for athletes, officials, coaches, and volunteers.
- The Board discussed alignment with the IBU Gender Inclusion policy (non-existent currently) and how we can support our athletes to feel safe and comfortable in the IBU environment.

Carried Unanimously.

7.0 Strategic Plan Final Approval [5 min] Heather to present for approval

Heather presented the changes made to the strategic plan since the last presentation to the Board.

Katrina

Mandy

Move to approve the Strategic Plan.

Carried.

10:57AM EST MEETING PAUSED.

4:10pm EST MEETING RESUMES.

8.0 Committee Reports: [30mins]

8.1 HRC [5 mins]

- Mike Walker updated the Board on Tyson Wellock's hiring (Director of Development and High Performance) and the current competition for the Sport Development Manager.
- Staff Salaries are being reviewed individually.

8.2 Rev Gen, Marketing, Communications [10 mins]

- Jules Myer shared the Rev Gen, Marketing and Communications strategy.

8.3 Finance and Audit [2 min] - *items will be addressed during the budget presentation.*

- The audit is underway.
- The F&A committee will review the process for allocating unrestricted funds.
- In the process of opening up our InvestorLine account.

8.4 Nominations Committee [2 mins] - *items will be addressed during the Succession Planning session on Saturday.*

Mike, Ron

Move to temporarily modify the Nominations Committee Terms of Reference. Due to the current NomCom Chair's candidacy for the Board of Directors, the current President (who is not standing for the Board) will be named interim Chair from now until the AGM.

Carried.

8.5 Athlete Council [2 min] - *Items will be addressed during Athlete Panel on Saturday*

Nothing further.

4:33PM EST MEETING GOES IN CAMERA.

Logan Pletz, Tyson Wellock depart. Heather Ambery attends first part of In-Camera session and then departs.

MEETING PAUSED.

1:10pm EST SUNDAY, JULY 24 MEETING RESUMES.

9.0 Any other business [5 minutes]

- Approval of Budget 22-23
 - Continuing from Point 5 from Saturday, July 23 Heather opened the floor for discussion.
 - Need to track grant opportunities

- Looking at athlete fee structure will be an important step

Mandy, Peter -

Move to approve the 22-23 budget.

Carried.

- Risk Assessment Workshop: Biathlon Canada has received a grant from the COC for a risk assessment workshop.
 - The workshop will take place in February 2023 in Canmore with a diverse group of stakeholders.
- Gender Equity working group: Katrina is interested in being considered for this group.
- IBU Congress: Matthias Ahrens has been accepted on the slate of nominees for the Technical Committee.

10.0 Next Board meeting: [1 min] September 26

11.0 Scheduled in-camera session - held on Saturday.

The Board decided to change the Biathlon Canada Officers to Chairperson and CEO from President and General Manager. Bylaws to reflect this will be proposed at the upcoming Annual Meeting.

12.0 Adjournment [1 min] 1:50pm Sunday, July 24, 2022.