



Biathlon Canada 2016 Annual Meeting

Tuesday, September 27th, 2016 18:00 pm (ET)

Teleconference Call

draft – MINUTES - draft

In attendance:

Members of the Association

BC – Tony Tsang	NB – Yves St. Germain
AB – Karin Kaarsoo	NS – Karen Purcell
SK – Doug Sylvester	NL – Gary Dawson
MB – Lin P'ing Choo Smith	NT – Ted Kimmins
QC – Roger Archambault	
Absent – YT, ON, PE	

Members of the Board of Directors

Murray Wylie – President	Megan Imrie
Donald Villeneuve	Ken Davies

Members of the Nominating Committee

Ray Kokkonen – Chair	Carol Henley
Graham Lindsay	

Biathlon Canada Staff

Andy Holmwood – General Manager	Marian Harvie – Operations Coordinator
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Other

Brian Walters – Executive Director, Biathlon Manitoba
Dan O'Connor – Biathlon Canada Legal Counsel

- 1.0 Call to Order**
-Meeting called to order at 18:05 ET.
- 1.0 Opening Remarks of the President**
-M. Wylie mentioned World Cup and World Championship medals over the past season, ongoing and increasing success of National Team program
-congratulations offered Megan Imrie and Roddy Ward, on recent marriage and new baby, respectively
-thanks offered to departing Board members Brian Edey and Brendon Bulger, for their contributions to Biathlon Canada
- 2.0 Roll Call of Divisions**
-attendance taken, missing YT, BC, ON, and PE
- 3.0 Registration and Confirmation of Votes**
-"Votes per Division" table, circulated in advance of the meeting described. (*Refer to Annex A*)
- 4.0 Notice of Annual Meeting**
-notice of meeting circulated in accordance with the By-laws
- 5.0 Approval of Agenda**
Motion (AB, QC): to approve the agenda as circulated.
Motion Carried
- 6.0 Approval of Minutes of 7th June, 2015 Annual Meeting**
Motion (SK, NS): to approve the minutes of the 2015 Annual Meeting as circulated.
Motion Carried
- 7.0 Audit**
-both revenues and expenses higher than anticipated for fiscal year.
-expenses particularly higher related to World Cup team operations
-many changes operationally over past year, including bookkeepers, banking, auditor
- 8.1 Auditor's Report**
-Collins Barrow of Canmore engaged for 2015-16 audit; anticipating audited financial statements within the next two weeks.
-recommendation to adjourn (rather than end) the meeting until such time that the statements are available.

8.2 Appointment of Auditors

Motion (QC, BC): to defer consideration of 2015-16 Auditors' Report, Audited Financial Statements, and Appointment of Auditors to such a time, on or before October 31st, 2016, upon at least 7 seven days' notice.

Motion Carried

8.0 Sanctioning of the Actions of the Board of Directors

Motion (AB, MB): to sanction the actions of the Board of Directors.

Motion Carried

9.0 Proposed By-law amendment

-Rationale explained behind proposed bylaw change, to move the fiscal year dates by one month, in order to better capture expenditures in the correct year.

Motion (NB, AB): to move the fiscal year of Biathlon Canada from May 1 of one calendar year to April 30 of the following calendar year.

Discussion

-question (QC) about timing of availability of audited statements as it relates to the Annual Meeting – will an altered fiscal year have an impact?

-answer: late September Annual Meeting is preferred, and remains possible with adjusted fiscal year.

Motion Carried

(BC joins the meeting)

10.0 Elections

-meeting turned over to Ray Kokkonen, Chair of the Nominating Committee.
-one nomination was received after the published deadline – and therefore has been treated as a nomination from the floor:

*-The Nominating Committee puts forth and endorses the nomination of **Paul Collard**.*

-Call for additional nominations from the floor: None received.

-Procedural question received from AB: Is it possible for a Division, carrying more than one vote, to split their votes between multiple candidates? Answer from the Nominating Committee is no – Divisions assign their votes, in total, per candidate; however, there is no obligation to cast votes for candidates standing for election to all available positions.

10.1 Election of three members of the Board of Directors

Three members are elected to the Board of Directors:

Terri Dickson

Lyle MacLeod

Murray Wylie

10.2 Election of the President

-Call for nominations for President of Biathlon Canada

(Nomination for Murray Wylie received in advance of meeting.)

-Nominations closed – no additional nominations put forth.

-Murray Wylie acclaimed as President of Biathlon Canada.

11.0 Confirmation of Athlete Representatives

Motion (BC, AB): to reconfirm Rosanna Crawford and Jean-Phillippe LeGuellec as Biathlon Canada Athlete Representatives.

Motion Carried

12.0 Adjournment

Motion (MB, SK): **Motion (MB, SK):** to adjourn the Annual General Meeting to a date to be advised not later than October 31, 2016 with not less than 7 days' written notice.

Motion Carried

Biathlon Canada 2016 Annual Meeting

Meeting Re-convened – 19 December, 2016

19:00 ET

In attendance

Members of the Association

BC – Tony Tsang	NB – Ray Kokkonen
AB – Karin Kaarsoo	NS – Jim Miller
MB – Lin P'ing Choo Smith	QC – Jean-Guy Levesque
<i>Absent – ON, PE, SK, NL, NT, YT</i>	

Members of the Board of Directors

Murray Wylie – President	Megan Imrie
Lyle McLeod	

Biathlon Canada Staff

Andy Holmwood – General Manager	
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Meeting re-convened at 17:03 pm MT

8.0

Audit

-President Wylie detailed happenings since last meeting. Audited statements not available at the time of the Annual Meeting back in September.

-question regarding related-party transactions – athlete in question is a child of a Board member. Training Centre fee was paid by this athlete, who was also compensated for World Cup appearances. Nothing different, however, from other National Team athletes in the same situation.

-question about size of deficit: The deficit budget was a purposeful decision: To draw down the investment fund, recognizing that a large reserve fund makes a poor impression with government funding partners, and, to properly support a National Team currently performing at a very high level. Definite recognition among the Board, however, that such deficits are not sustainable, and changes must occur subsequent to 2018 Olympics.

-question regarding high dollar value of receivables and liabilities: This is largely due to World Cup hosting, and the volume of transaction booked at year-end. At this point, however, these receivable and liability accounts have been resolved.

-question about IBU revenue: differences between this year and last due to classification

8.1 Appointment of Auditors

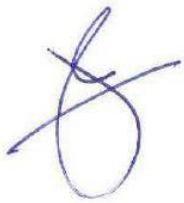
Motion (AB, QC): to appoint Collins-Barrow of Canmore as auditors for 2016-17.

Motion Carried

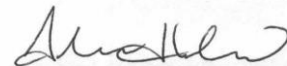
8.2 Adjournment

Motion (BC, MB): to adjourn the meeting at 19:36 pm (ET)

Motion Carried



Murray Wylie
President



Andy Holmwood
Recording Secretary

ANNEX A – Votes per Division / Votes par division



2016 Annual Meeting / Assemblée annuelle

Votes per Division / Votes par division		
DIVISION	# Participants	# Votes
YT	126	2
NT	46	1
BC	461	5
AB	427	5
SK	223	3
MB	102	2
ON	214	3
QC	363	4
NB	202	3
NS	84	1
PE	177	2
NL	31	1
Total votes / Total des votes	2456	32