108th Board Meeting of the British Biathlon Union held at South Cerney

1400-1600, 2 September 2024

PRESENT				
	Rob Weighill	(RW)		Chairman
	Elizabeth Winfield	(EW)		Secretary General
	Carl Carrier	(CC)		Development Director
	Sarah Grieg	(SG)		Director
	Jock Inkster	(JI)		Member Elected Director
	Roddy Christie	(RC)		Director
	Andrew Miller	(AM)		Member Elected Director
	Elizabeth Sedgwick	(ES)		Director
	Eliot Glover	(EG)		BBU Legal Representative

Apologies: Jock Inkster

ITEM		ACTION
ITEM 1	**Chairman's Opening Remarks** 1. The Chair welcomed the board to the meeting and stated this would be a great opportunity to update the Board ahead of the Winter season and the BBU AGM the following week.	
ITEM 2	**Matter Arising From Previous Minutes** 2. BBU Newsletters remains outstanding. 3. U18 Specific Policy to be drafted. 4. Athlete awards review required.	**EW** **EW/CC**
ITEM 3	**Season Update & Strategy Review** 5. CC reported the full and part time programme in Font Romeu, France had been a success and an Athlete feedback form would be circulated to gain all the learning points. Coaches were currently considering broader options for next Summer, but the focus now switches to Winter with over 30 Athletes registered on the IBU System and planning to attend the selection races in Idre, Sweden. We are looking to have a full team on the IBU Cup (6), IBU Junior Cup (10) and attendance across the European Youth Winter Olympic Festival, World Uni Games, National Championships and IBU Regional Events. 6. EW had reviewed the strategy and reported we remain largely on target, however, sponsorship/ funding is where we continue to fall behind. EW suggested in the spring, following the winter season, and	

	ahead of the UK Sport submission a full review of the strategy was collectively required. The Board agreed.	
ITEM 4	**Marketing & Sponsorship** 7. EW reported the new logo and branding would now be rolled out digitally, new marketing assets would be purchased, and all new kit going forward would have the new branding on. Winter kit with the old logo would remain in circulation whilst stocks are high. 8. IBU Grants had been successful, but EW agreed to look for other grant options. 9. BBU Insurance and lottery remain a good income stream. 10. The Chair reported an initial sponsorship approach and a value proposition would be developed over the coming months.	**EW** **EW** **CHAIR**
ITEM 5	**Governance & Policy** 11. The Board approved the changes to the Safeguarding Policy and new job description that was lead by SG. It was agreed SG would look into all Coaches completing some online training. 12. The Board approved the updated grievance policy lead by EG. EG agreed to review the Athletes agreement with EW.	**SG** **EG**
ITEM 6	**Finance** 13. EW reported we continue to operate within very tight budgets, and the biggest concern is cash flow for the Winter programme. It was agreed EW should look into accounting tools to support, and Athlete invoices should be sent out ahead of each trimesters. 14. EW reported an unexpected cost was for a new BBU bus, but after discussion it was agreed to try and replace the vehicle to save on hire charges over the Winter.	**EW**
ITEM 7	**Closing Remarks** 15. The Chair concluded the meeting thanking everyone for their input and time, and shared that it was great to have an annual in-person meeting.	

Maj Gen (Retd) Rob Weighill CBE
Chairman
British Biathlon Union