

ARA Monthly Board Meeting

AGENDA & MINUTES

MEETING SCHEDULE AND ATTENDANCE (2015 / 2016 SEASON)	BOARD MEMBER (POSITION)	JUNE 3	JULY 9	JULY 29	AUG 27	OCT 7	NOV 4	DEC 2	JAN 6	FEB 3	MAR 2	APR 6	MAY 4	
	Cam Craig (President)	X	X	X	X									
	Ryan Reeve (Vice President)	X	AR	X	X									
	Bruce Bushfield (Treasurer)	X	AR	X	X									
	Susan Ayotte-Englot (Secretary)	X	X	X	X									
	Geoff Rice (Fundraising)	X	X	X	X									
	Scott Sinclair (Director of Coaching and Player Development)	X	X	X	X									
	Kevin Raber (Equipment Manager)	X	AR	X	X									
	Blair Schiffner (Ice Scheduler)	AR	X	X	X									
	Barb Maxwell (Director of Officials)	X	AR	X	A									
	Carol Wei (Registrar)	X	X	X	AR									
	Peggy Schiffner (ROF Tournament Director)	X	X	X	X									
	Candice Harmes (Volunteer Coord)	X	X	X	X									
	Terra Currie (Public Relations Coord)	X	X	AR	X									
	Jen Rice (Zone 2 Rep)	X	AR	X	X									
Others														
Notes														
ATTENDANCE: X = ATTENDED, A = ABSENT, AR= ABSENT SENT IN REPORT, AC=ABSENT CALLED IN (OUT OF THE 15 ELECTED ARA MEMBERS)														
MEETING DATE:	August 27 , 2015	TIME CALLED:	6:41	Adopt agenda & minutes-Geoff, Scott										
LOCATION HELD:	Shane Homes Meeting Room #1	TIME ADJOURNED:												

AGENDA TOPIC

TIME ALLOTTED

LED BY

PRESIDENT MESSAGE

6:41-6:55

CAM

DISCUSSION	<ol style="list-style-type: none"> 1. Website update – New look. Waiting to hear If there is a software update. I have not signed any contract. There is supposed to be a new software update which includes a parent app. 2. New Step 3 nets – Arriving this week. Need 4-6 or so volunteers to build them (Candice?). 3. Door Logo – the new door logo is on 4. Group E-mail address – I will send one out that I have created. There has been some e-mail that has not included all board members. So the group e-mail will eliminate this. 5. Used Equipment----Classified option on the ARA site- Looks like it works. Somewhat like Kijiji on the process, but it isn't very visible so need to change the area the classifieds is in. Purposing a used equipment drop off during our Rust Busting and first few weeks in September. The hope is to possibly get some equipment that would fit the girls that come to the Come Try It so they can leave with some equipment. If people want to sell the equipment we can direct them to the ARA Classified page. 6. Player release for Quinn Hegg (U19 goalie) to play in Strathmore. 7. Description of positions for the website—everyone to send in their position description 8. FAQs and answers for the website 				
DECISIONS	-U14/U16---work in progress—trying to see options for the girls -				
ACTION ITEMS					
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 60%;">PERSON RESPONSIBLE</th> <th style="width: 40%;">DEADLINE</th> </tr> </thead> <tbody> <tr> <td>Cam</td> <td></td> </tr> </tbody> </table>	PERSON RESPONSIBLE	DEADLINE	Cam	
PERSON RESPONSIBLE	DEADLINE				
Cam					

Send out group email list	Cam	September 13
Descriptions of positions for the website—send to Cam	All board members	September 13
FAQS and answers for the website—if you have some send to Geoff	Geoff	September 13

VICE PRESIDENT MESSAGE

6:55-7:05

RYAN

DISCUSSION	1. Team Store—Tuxedo sports—the online store is up and running 2. ARA Pants – East Side Sports will be carrying the new ARA pants this season—they are the same pants.... Wendy at the Ringette Store had brought in stock for us, so we should help her sell off the stock she has brought in for us then possibly make the adjustment to support a local store. –Arrange for Wendy to come in for a sizing time		
DECISIONS	--mandate the new ARA pants for U10 Step 3 next year		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TREASURER

7:05-7:07

BRUCE

DISCUSSION	1. Raise the Rink Funds—we paid \$15000 to the fund, so we have contributed the amount we were supposed to pay 2. Fees- everyone has paid in full		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

REGISTRAR

7:07-

CAROL (REPORT PRESENTED BY CAM)

DISCUSSION	1. U14 – Numbers, options, what level we have realistically. Refunding Kasey Campbell.—she is playing in Cochrane									
	Projected	Open	U19	U16	U14	U12	U10	AS	TOTAL	
	2015-2016	15	9	13	22	41	54	4	158	
	Actual July 1									
	2015-2016	16	7	8	19	40	19/34	17	159	
	# Teams	1	Share 1	Share 1	2	3	2 + 3	1	14	
	Actual July 29									
	2015-2016	19	6	0 (6)	20	40	20/34	20	161	
	#Teams	1	Air-Coch	No team	2	3	5	1	14	
DECISIONS										
ACTION ITEMS	PERSON RESPONSIBLE								DEADLINE	

ICE SCHEDULER

7:07-7:32

BLAIR

DISCUSSION	1. ARA 2015 September Ice Schedule is set—posted on website 2. ARA 2015/2016 Weekly Ice Schedule.—a few different options that will be presented next meeting after ice allotment is determined— 3. ROF tournament structure a. Move Open B division to March ROF II. b. Zone 2 AA request to be part of November ROF 2015 and beyond (8 teams for this year)		
DECISIONS	-approve Zone 2 AAs request to be part of the tournament this year if ice schedule allows it—have to work out volunteer requirements and revenue decisions		
ACTION ITEMS	PERSON RESPONSIBLE		DEADLINE

--	--	--

COACH & PLAYER DEVELOPMENT

7:32-8:06

SCOTT

DISCUSSION	<p>1. Evaluation process—sent out the members, a few modifications to make -Scott needs to find goalies to come out for the evaluation games -U12 evaluations---4 teams will be determined based on the UAA testing scores—</p> <table border="1"> <tr> <td>TEAM A</td> <td>TEAM B</td> <td>TEAM C</td> <td>TEAM D</td> </tr> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>8</td> <td>7</td> <td>6</td> <td>5</td> </tr> </table> <p>Etc.</p> <p>Game 1/2—Team A/B- and Team C/D--take out up to 3 of the top players for A and up to 3 of the bottom players for C Game 3—two even teams will be made---take out 1-2 of the top and bottom players Game 4—same as Game 3</p> <p>2. Rust busting coaches—3 on every ice time—only 1 for U14 (Bruce will volunteer to help out) -Cam will send out a practice plan for rust busting 3. Coaches committee and evaluations committee---volunteers have filled the positions</p>			TEAM A	TEAM B	TEAM C	TEAM D	1	2	3	4	8	7	6	5
TEAM A	TEAM B	TEAM C	TEAM D												
1	2	3	4												
8	7	6	5												
DECISIONS	-Jen motions to accept the evaluation process, Kevin second--- Evaluation process documents are accepted														
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE													

ADVERTISING/PR

8:06-8:19

TERRA

DISCUSSION	<p>1. Come Try It—Sept 12—11 registered so far -pamphlets will be handed out to the girls at rust busting to hand to friends -Airdrie Fest is the same date so won't be able to do this 2. Farmer's Market—need volunteers 3. Newspaper Article—deadline for Amateur sports in Sept 4 4. Airdrie ECHO---we can get photos in—need to have a person per team to be responsible for team photos</p>		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Newspaper article write up	Terra	Sept 4	

ZONE 2 UPDATE

8:30-8:50

JEN

DISCUSSION	<p>1. Zone 2 has some open positions –president, ice scheduler, referee and chief, coach and player --ice scheduler meeting in Strathmore October 3/4--Michelle will contact Blair to advise --teams need to submit score sheets sooner this year --blackouts for team tournaments will be more strict this year --team levels are submitted by September 15</p>		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

RING OF FIRE TOURNAMENT

8:50-8:52

PEGGY

DISCUSSION	<p>1. Tournament committee—have about 8 people right now 2. Concession manager—new concession manager at REA---they will provide a full concession</p>		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

FUNDRAISING

8:52-9:01

GEOFF

DISCUSSION	1. Growth Plan Strategy—we need to develop a road map for our goals and visions
------------	---

DECISIONS	
-----------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Set up committee to make a growth plan	Geoff	

DIRECTOR OF OFFICIALS		BARB
------------------------------	--	------

DISCUSSION	
------------	--

DECISIONS	
-----------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

EQUIPMENT

9:01-921

KEVIN

DISCUSSION	<ol style="list-style-type: none"> All jerseys gone through. U12a-c, u14b u16 and u19 all there. Missing #3 blue youth medium from U12a set. I have contacted parents and manager to have a look around. They are having a second look. Follow up with Ryan regarding if he ordered the goalie cut jerseys replacements for 12c and 12b jerseys as it was the 12b jerseys in the goalie number that were damaged and need replacing from tuxedo---these have been ordered Need delivery status for jerseys for Step 3 and u14a. --should arrive soon Missing Jersey #35 set from 14b. Cam has reached out to family to retrieve prior to season start Coaches bags as follows. <ul style="list-style-type: none"> 10 complete bags 1 active start bag 48 rings required <ul style="list-style-type: none"> 2 first aid 40 cones 8 coaches' boards. <ul style="list-style-type: none"> -purchasing 48 rings and the cones required for the last 2 coaches bags, as well I will contact Verebrum about 2 more first aid kits. Old ARA jerseys white, blue mesh and the old yellows have all been removed. They are going to be sorted and prepped for sale at rust bust or evaluations. \$5 each. Thoughts on pinneys for coaches' bags??
------------	--

DECISIONS	<ol style="list-style-type: none"> The teams will not be able to close down bank accounts until the coaches bags are returned---this way we can monitor what teams have lost and make teams responsible for replacing the items or paying for the items Give each girl an old ARA jersey at the Come Try It Buy pinneys for coaches bags
-----------	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

VOLUNTEER COORDINATOR	8:19-8:30	CANDICE
------------------------------	-----------	---------

DISCUSSION	<ol style="list-style-type: none"> Volunteer requirements-right now it is 2 hours plus tournament time---suggested we need to change this for next year and say it is min. 4 hours plus ROF tournament If you need volunteers for an event, please send details to Candice---(number of volunteers required, the time, what the volunteers are needed for)
------------	--

DECISIONS	
-----------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OTHER