

ARA Monthly Board Meeting

AGENDA & MINUTES

MEETING SCHEDULE AND ATTENDANCE (2015 / 2016 SEASON)	BOARD MEMBER (POSITION)	JUNE 3	JULY 9	JULY 29	AUG 27	SEP 14	OCT 7	NOV 4	DEC 2	FEB 3	MAR 2	APR 6	MAY 4	
	Cam Craig (President)	X	X	X	X	X	X	X	X	X				
	Ryan Reeve (Vice President)	X	AR	X	X	X	AR	X	X					
	Bruce Bushfield (Treasurer)	X	AR	X	X	X	X	A	AR					
	Susan Ayotte-Englot (Secretary)	X	X	X	X	X	X	X	X					
	Geoff Rice (Fundraising)	X	X	X	X	X	X	A	A					
	Scott Sinclair (Director of Coaching and Player Development)	X	X	X	X	X	AR	A	AR					
	Kevin Raber (Equipment Manager)	X	AR	X	X	X	AR	X	X					
	Blair Schiffner (Ice Scheduler)	AR	X	X	X	X	AC	X	X					
	Barb Maxwell (Director of Officials)	X	AR	X	A	X	X	X	A					
	Carol Wei (Registrar)	X	X	X	AR	X	X	X	A					
	Peggy Schiffner (ROF Tournament Director)	X	X	X	X	X	X	A	X					
	Candice Harmes (Volunteer Coord)	X	X	X	X	X	AC	A	AR					
	Terra Currie (Public Relations Coord)	X	X	AR	X	X	X	X	X					
	Jen Rice (Zone 2 Rep)	X	AR	X	X	AR	X	A	AR					
Others														
Notes														
ATTENDANCE: ✓ = ATTENDED, A = ABSENT, AR= ABSENT SENT IN REPORT, AC=ABSENT CALLED IN (OUT OF THE 15 ELECTED ARA MEMBERS)														
MEETING DATE:	December 2 , 2015	TIME CALLED:	7:00	Adopt agenda & minutes										
LOCATION HELD:	Ron Ebbesen Boardroom	TIME ADJOURNED:	9:17											

AGENDA TOPIC

TIME ALLOTTED

LED BY

PRESIDENT MESSAGE

7:00-7:14

CAM

DISCUSSION	<ul style="list-style-type: none"> -Insurance—Association board coverage (extra insurance to cover replacement of items in lock up in case of fire, flood, theft?—checking to see what the price is for insurance) -Goalie ice time—purpose to pay Kim Sweeney (\$45 per ice time—we did pay NRS coaches when they came out because Kim couldn't make it--NRS pays \$35 per coach plus \$10 per travel), and purpose to back pay the sessions she has run -Come Try It—when is the next one? Possibly have CTI event at the tournament in March (6 requests over the last couple of weeks)
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DECISIONS	Cam motioned to pay Kim Sweeney \$45 per ice time for the goalie ice times and purposes to back pay the sessions she has run---7 members in attendance are in favour—need an email vote to pass
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Rampbook—will have more updates as the months go on	Cam	
Descriptions of positions for the website—send to Cam	All board members	
FAQS and answers for the website—if you have some send to Geoff	Geoff	

VICE PRESIDENT MESSAGE

7:14-7:40

RYAN

DISCUSSION	<ul style="list-style-type: none"> -Evaluation process meeting—brainstorm session 3 weeks ago to discuss pits and peaks of evaluation process. The plan is to have a second meeting to formalize evaluation process to help make things run more smoothly. -Team wear-some delays due to embroidering, complaint re team order needs to be 10 items of one thing before it is considered a team order -mid session evaluation---why are all the teams struggling with wins and losses, do we need more of a template to determine what is needed for skills at the end of each Step, -Power skating with team snap—team snap is up and running for the power skating sessions. Invites are being sent to other skaters if there isn't enough participation for each session 		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ALBERTA RINGETTE SUMMIT IN CANMORE

7:40-8:05

KEVIN, TERRA

DISCUSSION	<ul style="list-style-type: none"> -want to make instructional videos to teach coaches -focus on active start, then U12 -suggestion is to have the person who spoke at the summit to come in and talk to the coaches -Board to structure drills vs. skating time during practice -Long term athlete development, checklist from RA on skills and drills -Nets (Calgary and Cochrane are not in favor) North AB is using small nets, RA recommendation – please try and stick with small nets but they will not enforce it -RA said last year was the first year that there was no growth in numbers of players—want to grow positively 5-10% -potential of hiring master schedulers (2 people one for north, one for south for Ringette Alberta) to take burden off the scheduling person, problems with some teams attending lots of tournaments and other teams not getting into any -feedback in regards to does RA needs a rule against shortening the bench -suggested that we talk to city and make sure we have a tab on the city site---Cam/Blair said yes we have a site 		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TREASURER

8:05-8:15

BRUCE (ABSENT-CAM REPORTED)

DISCUSSION	<ul style="list-style-type: none"> --insurance policy—has been paid—\$1150 -Zone 2 fees—2 fees have paid, the other 3 teams have been reminded to pay. Likely best to raise player registration fees enough to include the zone fee so we don't have to collect from every team-- -Refund policy-\$15 862.51 was processed this year (includes released/AA/Open B/AS quitting players, etc.), ARA incurs credit card fees for both registration and refunds for all these players. We need to create a document with a more defined refund policy for next year -OES shot clock -ARA Raffle-is it happening? Who is coordinating?—Ryan is going to coordinate -Provincial play downs—ARA only covers teams championship fees (if they qualify), doesn't pay for the "play down" amount—this has to be clarified with the managers that they should be paying for the registration of play downs 		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
-Fee discussion in spring---add in Zone 2 fees/team?			
ARA Raffle—Ryan will print up tickets and distribute in January for draw March 16	Ryan		

REGISTRAR

CAROL

DISCUSSION			
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DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Zone 2---did they get invoiced?			
Respect for Sport---Cam looking into the program		Cam	

ICE SCHEDULER

8:15-8:30

BLAIR

DISCUSSION	<ul style="list-style-type: none"> -Dec-Mar game schedule down for Zone 2 U10 Step- a few things to iron out -Blair working on the active start game format, and work at scheduling that. The first time they had a mini game it was 6 teams on the ice, which was chaos. Must be kept to 4 teams to keep organization. -Calgary 123 league—all the games haven't been set yet -March 19—Saturday we can get the game for one day if we needed -cancelling March 11-13 weekend ice—as we don't have anyone hosting provincials and that is what the ice was set aside for -city committee ice presentation—beginning stages—joint with ARA and Zone 2 AA teams—trying to get more ice through the city (Blair and Geoff are working jointly on a presentation to present to the city). This year we have 7% of prime time ice—what did we have before the new rink? Blair and Geoff hoping to get presentation to the city by end of January. Presentation will be done to the ARA board before the city 		
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
-after ROF have a round table meeting and make up the checklist for what to do			

COACH & PLAYER DEVELOPMENT

8:30-8:40

SCOTT (ABSENT—CAM SHARED)

DISCUSSION	<ul style="list-style-type: none"> -Projected Numbers for 2016-2017 U10—55, U12-40, U14-32, U16-12, U19-13 -coaches evaluation sent out next week and reviewed with coaches first week of January-Scott working with Graham with survey monkey to get a survey to send out for parents—individual evaluations per coach -UAA testing results were submitted 		
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
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ADVERTISING/PR

TERRA

DISCUSSION			
DECISIONS			
ACTION ITEMS			

ZONE 2 UPDATE

8:41-8:47

JEN (ABSENT—CAM PRESENTED)

DISCUSSION	<ul style="list-style-type: none"> -Paula Turner—U10 Zone 2 Rep (responsible for collecting score sheets, answering all U10 concerns for Steps 1, 2, 3) -small nets (feedback needed whether to transition to larger nets for Step 3) -Medicine Hat & Lethbridge teams (Step 2 advanced to Step 3) -Society status and obtaining paperwork from Michelle Wheeler—AA program needs that to progress more, and fundraising as well -Play downs--No Airdrie teams have applied (due date is Dec. 15) -Bunny Bash—nothing confirmed yet 		
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DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Cam to talk with Step 1 and 2 to see if they want to host Bunny Bash—need to know by Christmas to see if it will be released			

RING OF FIRE TOURNAMENT

8:47-9:10

PEGGY

DISCUSSION	-Some decisions may need to be made by the board—tournament fees? –committee is a lot of new people so may not have the prior knowledge to go along with decisions -Bruce received receipt from U19B team, as we had motioned to pay for the deposit for the bus and first right of refusal for our tournament next year. -Treasurer Report- \$21 200 in team entry fees, \$6250 in tournament sponsorship, so total revenue was \$37 414 -The NET INCOME is \$9739 Ref cost more than last year—due to Lethbridge having a tourney as well that weekend, and AA teams		
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Susan will work on ROF binder to make it digital		Susan	

EQUIPMENT

9:13-9:16

KEVIN

DISCUSSION	-24 pinnies---blue and yellow—see how they are used and possibly include in coaches bag		
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DIRECTOR OF OFFICIALS

BARB

DISCUSSION			
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION			
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

VOLUNTEER COORDINATOR

CANDICE
(ABSENT)

DISCUSSION			
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DECISIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OTHER