

ARA Monthly Board Meeting

AGENDA & MINUTES

MEETING SCHEDULE AND ATTENDANCE (2015 / 2016 SEASON)	BOARD MEMBER (POSITION)	JUNE 3	JULY 8	AUG 5	SEPT 2	OCT 7	NOV 4	DEC 2	JAN 6	FEB 3	MAR 2	APR 6	MAY 4	
	Cam Craig (President)	X												
	Ryan Reeve (Vice President)	X												
	Bruce Bushfield (Treasurer)	X												
	Susan Ayotte-Englot (Secretary)	X												
	Geoff Rice (Fundraising)	X												
	Scott Sinclair (Director of Coaching and Player Development)	X												
	Kevin Raber (Equipment Manager)	X												
	Blair Schiffner (Ice Scheduler)	A												
	Barb Maxwell (Director of Officials)	X												
	Carol Wei (Registrar)	X												
	Peggy Schiffner (ROF Tournament Director)	X												
	Candice Harmes (Volunteer Coord)	X												
	Terra Currie (Public Relations Coord)	X												
	Jen Rice (Zone 2 Rep)	X												
Others														
Notes														
ATTENDANCE: X = ATTENDED, A = ABSENT (OUT OF THE 15 ELECTED ARA MEMBERS)														
MEETING DATE:	June 3	TIME CALLED:	19:05											
LOCATION HELD:	REA boardroom	TIME ADJOURNED:	22:06											

Agenda topics

AGENDA TOPIC

TIME ALLOTTED

LED BY

PRESIDENT MESSAGE

CAM

DISCUSSION	
	<p>1. Member at large nominations? -we don't have any at this point -we can nominate a member at large at any point throughout the year, but they need to be voted in -is was discussed whether it would be a good option to have a "player" on the board—decided not because it would be hard to represent all ages of the players</p> <p>2. Club Excellence—Do we want to do it? Cochrane and 10 other Ringette associations have it (mission statements and share information) -there are 10 key requirements to become a club of excellence -there is a lot of time talking to associations and sharing forms between the associations, as it becomes like a "think tank"</p> <p>3. 123 policy—up in the air---City championship vs 123 championship— -this won't be happening this year, but it was discussed at the AGM -Zone 3 (Calgary) pushing to blend all zones -would make changes to zone 1, zone 2 and zone3---not all zones have the same policies, so these would have to be blended to one policy -Calgary has city championships prior to provincials, but the rest of the zones don't—this would be of benefit to our association because we would have extra games before play downs -would have to figure out the pros and cons of blending all the zones to see if this would work in the favor of our</p>

	<p>association -would it affect the amount of ice time our teams get?—Blair will need to analyze this</p> <p>4. U14AA -at the AGM it was discussed that Calgary is making 2 teams of 15 and goalies (instead of the 3 teams that was previously discusses) -8 Airdrie girls went to the “come Try it U14AA” -Cochrane, Strathmore, Airdrie considering a zone team---have to discuss ice, program, who would the team play (U14AA and u16A?)---Geoff is interested in going to the meetings (Cochrane was having the AGM tonight and the zone meeting is next week so it will be discussed then) -double carding is not feasible (too many commitments for the girls to play for two teams)</p> <p>5. Ringette Alberta Documentation -police checks for board members—forms were given to all board members this evening -screening policy—Ringette Alberta is working on a new draft which we need to fill out once it is sent to us</p> <p>6. Update to AGLC board members-Bruce?</p> <p>7. A few updates need to be added to the website to promote awareness and open communication to all members (Cam’s vision as mentioned at the AGM) - confirm new board members roles and expectations and let people ask questions about who does what -does anyone volunteer to create and maintain a list of policy and procedure updates as decided at meetings? -volunteer for FAQ section?</p> <p>8. 2013/2014 Coaches evaluations -evaluations are half completed -Scott will sit in on the next batch (which is the older groups) -Survey monkey was used for evaluations—may be beneficial to conduct an evaluation midseason</p> <p>9. Door Logo -65\$ for the door logo—need to vote on this -Geoff to send an updated logo to Cam</p> <p>10. Website -Cam is looking at updating the design on the site, price, etc. -Cam will get prices from Rampbook and we will need to weigh out the pros and cons---are there any upgrades available that would make Rampbook more user-friendly to update the website? Changing rampbook would change the registration process (so this change wouldn’t occur this year), we would need to make sure whatever program is used is compatible with Ringette Alberta too</p>
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DECISIONS	<ol style="list-style-type: none"> 1. Carol motions that all junior coaches should have police checks done. Jen seconds. All in favor 2. Carol motions to pay 65\$ for the door logo. Jen seconds. All in favor
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ACTION ITEMS		
<p>Club Excellence (#2) -Cam will talk to Steve next week -possibly have this position for a member at large</p> <p>U14AA team—Geoff interested in attending the meetings (#3)</p> <p>Bruce will update the information at AGLC (#6)</p> <p>Updates to website will be discussed at next meeting (#7)</p> <p>Rampbook upgrades? (#10)</p>		

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TREASURER

BRUCE

DISCUSSION	1. 125\$ deposited into account, but isn't tied to a player		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
-Bruce will follow up to see if he can find out where the deposit came from	Bruce		

Registration

CAROL

DISCUSSION	<p>1. Registration Update: -74 people registered: Active start—9 U12-19 U19-5</p> <p style="margin-left: 150px;">Step 1-12 (3 are new) U14-12 (1 is new) Open B-2</p> <p style="margin-left: 150px;">Step 2/3-12 U16-3</p> <p>2. How to deal with post August 15 registration of returning player (if any)—June 30 is the deadline for returning players -the board will discuss allowing or not if this occurs</p> <p>3. Designates to field questions at the end of August as Carol is away -Scott will take the emails -Natalie should also attend meetings if she is going to shadow Carol and eventually take over as registrar—Cam will get her email and send information to her</p>		
DECISIONS	-Scott will respond to emails at the August while Carol is away -if a player is allowed to register after the deadline will be determined by the board—each individual case		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
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Ice Scheduler

*INFORMATION EMAILED *

BLAIR

DISCUSSION	<p>1. See attached excel sheet for September and 2015/2016 weekly ice schedules</p> <p>2. September Ice Schedule</p> <ul style="list-style-type: none"> a. Ice time is reserved with the city, most weekends avoided. Avoiding Sept 12 weekend not possible if teams are to be set by Sept 15 or so. b. The spreadsheet shows tentative age group assignments, but is for example only, will need help of coach player and UAA committee to set those. That needs to be completed by August 1. c. September ice is 50 hours or so, represents a 66% increase over last year. One idea may be to start power skating or team practices for the last 2 weeks of September. Games don't start until after Thanksgiving (October 12) so the idea is to cancel the weekend ice for Oct 3 and 10 and put into September where it would be used. Doing this would minimize the increase cost of ice as October ice cost would be smaller. d. September ice schedule to be finalized August 1 so unused ice can be returned without penalty or charge. <p>3. 2015-2016 Weekly Schedule</p> <ul style="list-style-type: none"> a. Season begins Monday Sept 28, 2015 and will end Sunday March 20, 2016. b. Everything in white is what we have reserved. Orange represents tentative times or ice that will be resolved in August. c. Schedule is tentative and the group assignments will likely change depending upon whether we get the Orange Thursday ice and what U19 wants to do. Will not be set until mid-August. For now tell parents who ask that
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practice is Monday, Thursday, power skating Friday, and games on weekend.

- d. 3 choices for U19
 - i. Late Thursday practice 9:30 to 10:30 pm – Not shared
 - ii. If that's too late they can have an early morning practice time – Not shared
 - iii. If I and ii are not satisfactory then can do an ice max share as shown on Monday with U16.
 - e. 1 more hour of weekend ice at the Plainsmen over last year. Will minimize effect of increased team and ice lost due to hockey tournaments.
 - f. 2 Saturday RV slots were moved to Sunday on RV. Will provide more home game scheduling possibilities and hopefully reduce scheduling issues with referees.
 - g. Goalie clinic ice will only be scheduled after the game schedule is determined so it could be scheduled Saturday or Sunday.
 - h. Open B moves to Sunday (requested by Kelly Boudreau). Although not officially affiliated with ARA looks like Rack Attack will move to a 10:15 or 10:30 slot time during the week, city hasn't forgotten about them.
 - i. Power skating falls on Friday in 3 consecutive time slots at the Plainsmen. Once the game schedule is known, do we want to consider scheduling a 4th power skating session late Sunday if the slot is available? This would allow coming close to meeting the power skating described in the registration age categories, especially if the idea is to complete all power skating by end of January.
 - j. Should advertise early morning practice to teams in September and see who wants to use it (I can always get more than the 2 shown). Can we make it known to the coaches and let them try to convince parents/players. If it's a second practice ice teams would need to pay for it. Need confirmation by Oct 1 otherwise I cancel it, to avoid paying for unused ice.
 - k. Still looking at pursuing some ice with Crossfield, Carstairs, Calgary (NE and the facility formerly known as Cardel Place), and Bieseker. This may also affect the schedule.
 - l. Asked Crossfield if they will put in Ringette lines, waiting for a response.
4. For tournament weeks Nov 14, March 4, and 11 need to accommodate a ASC 1.5 Friday ice time at GP on RV ice. Either by moving them to the Plainsmen on our ice or by scheduling around them. March 4, and 11 it's easy just give them Plainsmen ice because power skating could be done. Nov 14 is more difficult as the Plainsmen ice could be used for U10 power skating since they are not in the tournament, meaning we have to schedule around them.
5. Long term planning – Currently practices, power skating, clinics, and games have set days. Given constraints this may not be possible next season as it's not possible to give everyone a practice in prime time Monday to Thursday. May have to consider moving to a dynamic scheduling model where practices are not set and could fall on the weekend. This increases the work load of the scheduler and teams might only know their schedule a month or 2 in advance. Another idea may be to move Friday power skating to Monday to Friday morning times. This would free up the Friday ice times for games, clinics, or practices. Cam, how does Carey feel about running early morning sessions? If we moved the power skating sessions for this season it would alleviate some issues without going to fully dynamic scheduling model, although some teams would have to take a Friday/Sunday practice time and have it adjust once tournament schedules are known. Might want to revisit this idea in August once the schedule is set.
6. Once weekly schedule finalized mid-August, I'll be starting a long term project of challenging the current city ice allocation policy which will involve putting together a presentation to start a discussion with city council. This will not affect the 2015-2016 season, any positive effect would not be seen until the 2016-2017 season. Current city ice allocation policy awards ice based on association size and hockey will **NOT** give up Monday to Thursday prime time ice. This is why they are able to

	provide 2 practices for its travel teams (although most now are ice max) and we have difficulties providing 1 practice during prime time for ARA teams. Current city ice allocation just awards the ice based on association size and doesn't care what the associations do with the ice they are given, issue of fairness with some hockey teams getting 2 practices during prime time while ARA struggles to provide 1 practice during prime time is not considered.		
DECISIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

Equipment

KEVIN

DISCUSSION	<ol style="list-style-type: none"> 1. Bigger storage locker/shed to keep items in—does Blair have the contact -REA—we could extend the chain link 2. Jerseys -warranty repair prior to season starting -old jerseys—we need to get rid of them 		
DECISIONS	-we have about 200 old jerseys to get rid of—decided to sell at \$5 per jersey—whatever is left after evaluations donate		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
-organize the storage areas -go through jerseys to make sure none need warranty repair prior to season starting		Kevin	

Advertising/PR

TERRA

DISCUSSION	<ol style="list-style-type: none"> 1. Interview with Air 106 -Thursday at 10 2. Other possible sources of Advertising -parade -Farmer's Market 3. Come Try It -Terra talked to Danielle regarding supplies—Ryan and Terra will look at what supplies we have and what is needed -they would send someone to help out with a gym program come try it, but they have not found those to be as successful as the ice session 		
DECISIONS	-Air 106-- the focus will be on registration—all levels available—discount of 25% off new players to ringette		
ACTION ITEMS			
-look into price for a booth at the Farmer's Market (Peggy) -parade?		Peggy/Terra	

COACH & PLAYER DEVELOPMENT

SCOTT

DISCUSSION	<ol style="list-style-type: none"> 1. Manager/Coaches package -need to put together a package to include online -possibly print off and present each manager with a binder 		
DECISIONS	-Peggy and Candice to attend manager meeting as well—to share information		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DIRECTOR OF OFFICIALS

BARB

DISCUSSION	1. Refing Clinics -Barb has been in contact with Lauren at Ringette Alberta -Alberta ringette mandates this is a "refreshing year", so all refs need to take a 4 hour clinic -15 people registered to run a course—Airdrie is willing to host		
DECISIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
-notify at the Zone 2 meeting that Airdrie is willing to host a refing clinic	Jen		
-put together an email and Carol will email to all members requesting people who are interested in becoming an official to contact Barb	Barb		

RING OF FIRE TOURNAMENT

PEGGY

DISCUSSION	1. Setting up a committee -the 2 nd week of September the committee will be formed (based partially on the volunteer list) -each team will need 2 reps -if a team hosts provincials they will coordinate and set up a committee		
DECISIONS	-the same tournament committee will be in place for BOTH tournaments (Nov & Mar)		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
-email sent to Carol to distribute re information for ROF	Peggy		

FUNDRAISING

GEOFF

DISCUSSION	1. Grocery Card fundraiser -some discussion on how a grocery card fundraiser would work -mandatory or not? -percentages? 2. Provincial Championships—which team to host -U12 B, U16B, U14 A -March 14.15 3. Yearly Event Schedule -would be helpful to have this listed on website for easy access 4. Creation of media relations manual and team media rep position -suggested that one person per team be the media rep and is allocated to take photos and do a write up to help with media 5. Bauer Players Club -find out more information and discuss later		
DECISIONS	-the media rep position will be added to the "manager's package"—each team will have a rep, and send the photos and info to Terra and Geoff to be added to the website/paper		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
-look into the grocery card fundraiser—percentages and discuss next meeting	Geoff		
-Bauer's players club—more information needed to discuss next meeting			

VOLUNTEER COORDINATOR

CANDICE

DISCUSSION	1. Communication Liaison for each level -information transfer—would be the contact for that level -work with coach/player development -		
DECISIONS	-Candice motioned to wait until we had a better vision and clarity of the role of the "communication liaison" –All in favor		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

OTHER

-Susan will contact Helen to arrange meetings from 7-10—the first Wednesday of each month unless it falls on a holiday (such as July, which it will be the second Wed of the month)