



AA Ringette Calgary Foundation
AA Committee Meeting Minutes
November 24, 2020

In Attendance:

Eva Hasell	Mike Mysak	Bev Brewster	Michelle Byers
Liane Falconer	Melody Rock	Carrie Hehr	Dennis Khattar
Janel Carley	Michelle Rolles	Carolyn Sharpe	Holly Popiel
Darryl Wilson	Andrew Stewart	Jim Doree	Mike Roulston
Jeff Ung	Angie McKnight	Leahsa Grandberg	Cheryl Barnabe
Amanda Roach	Kim Ung	Shawndra Lahey	Melissa Kuehner
Tonia Meier	Tyson Brown	Michael Liao	Pat Austin

1) **Call to Order – 7:02 pm**

2) **Approval of Agenda – Motion to approve by Mike, seconded by Carrie – approved**

3) **Approval of Minutes from AGM – October 21, 2020 – Motion to approve made by Mike, seconded by Jeff - approved.**

4) **Reports:**

a) **President** (vacant-Eva acting)

- Ringette Alberta update – Reviewed details of the November 20 RAB memo addressing three key areas of confusion related to team sports after the temporary restrictions put in place by AB Government starting November 13. Refer to the RA Communication – November 20 excerpt on AA website for details: <https://aaringettecalgary.ca/2020/11/ringette-alberta-communication-nov-20-2020/>. New restrictions implemented today suggest that only virtual team events will be allowed moving forward as of Friday, November 27. More info likely forthcoming from RAB.
- Ringette Calgary update – Attended “Return to Play” taskforce meeting on October 28 and RC meeting on November 4. Highlights included:
 - 1) Teams are required to stay within their max approved team sizes which means only 3 cohort coaches for AA teams at all times. Reminder coaches can’t go in/out of cohort during a session.
 - 2) Next game session December 7-20*.
 - 3) Session break December 21-January 3 - no scrimmages or games allowed during this time*.
 - 4) RAB has cancelled Provincials 2021.

*Changes likely given the additional restriction measures announced today by the AB government.
- Organizational chart – Shared the proposal for the updated Committee Structure. Important for each Committee member to know their main Board contact for questions, etc. This will be posted on the website once finalized.



b) **VP League** (Melody for Phil) – no updates

- **Equipment Manager** (Cori/Christine) – no updates (not present)
- **Ice Coordinator** (Jeff) –
 - Reported he has been fielding questions about ice refunds due to recent suspension of indoor team sports by AB government. Further to a discussion with Judy Renneberg (RC-VP League), all arenas will be refunding ice costs during the November 13-27 suspension with the exception of Oakridge arena (Judy to follow up). AA will be receiving approximately \$12,000 credit for ice costs for this period. With today's AB government announcement of the continued suspension of team sports through December 15, it is anticipated that AA will receive a credit of approximately \$26,000 for unused ice costs.
 - Jeff has the ice allocation for the remainder of the ringette season. Planning will begin in the next few weeks in anticipation of a return to play for Session 4 in January 2021.
 - Reminder that this will be Jeff's last year in this role. He has prepared a job description and details about the ice procurement process for AA. Please contact him if interested in the position.
- **Coach Administration** (Carrie) – Only 1 coach per team needs to fulfill the annual coaching requirements this year. There are 5 coaches who still need to complete the RIS for Activity Leaders – due November 30.
- **Parent Administration** (Holly) - All RIS for Parents have been completed and submitted to RC. All Player and Parent Code of Conduct forms have been completed and Holly is in the process of collecting the last of these forms from a few teams.
- **Goalie Development** (Carrie) – no update
- **Player Development/Dryland** (Suzanne) – no updates. Suzanne to liaise with Mary-Kay Knaus for more information.
- **Centre of Excellence (Michelle)** –
 - 2020/2021 season:
 - Focus on supporting the coaches through a number of webinars, ice sessions and group & one-on-one check-ins with experts in the fields of Goaltending (Heather Konkin), Physical/Off-Ice Conditioning (Tara McNeil) and Technical/Tactical Training (Lorrie Horne).
 - Given COVID, RAB has advised that it is now optional, yet recommended, that the coaches prepare a 'Season Plan' for September - March and that fitness baseline tests are completed.
 - 2021/2022+ seasons: Coaches will be required to submit and implement a 'Yearly Training Plan' that will cover a 12-month period
 - It is unclear at this point in time if the previous POE implementation schedule provided by RAB will remain the same.
 - Most of the AA teams did not complete the fitness testing that had been booked through the Calgary branch of the AB Sport Development Council before it shut down in early November. U16AA Current and Clash were able to complete.

c) **VP Operations** (Mike M) – no updates

- **Association Safety Leads** (Cheryl/Janel) –
 - RAMP only needs to be completed for in-person activities which will not be happening until at least December 15.
 - Have updated the Emergency Action Plan (EAP). It provides the coach, manager, etc. information/guidance in a template format on how to respond during an emergency



situation. Update included how to minimize the potential for transmission of COVID-19 between the injured person, responder and others during an emergency. Keep it in the binder in the team bag and ensure that there are assigned roles for people on each team. The concussion protocol is on back of sheet for reference.

- Registrar (Melody/Amanda) – Melody is preparing a job description for the position for future reference. Otherwise, no updates.
- Communications/Social Media (Michael) –
 - EAP has been posted to website and available for download under the “Info and Forms” tabs for Coaches and managers. Website has seen some ongoing attempts at breaches but security holding up well. Michael has been moving around email accounts to accommodate the new Board positions. Please continue to be aware of any phishing attempts and report these.
 - Regarding social media, please remember that AA will not re-tweet or re-post items that do not reflect the current masking and social distancing guidelines. Congratulations to U16AA Current for the success of the book drive for Calgary Reads!
- AA Team Photos (Angie) – Spoke with Justin from Gameface who reports that he should be getting the photos to her this week. Angie will ensure that receipts are provided to managers for team budget purposes. Everything went smoothly with the schedule and Winsport provided positive feedback with how the AA players/teams respected the facility’s rules.

d) **VP Finance** (Bev) –

- Financials slide shown and discussed.
- Largest expenses this year have included tryouts, ice payments and RC/RAB fees. AA was undercharged by RAB for fees and will be receiving an additional invoice likely in February. Goalie, Player and Coach Development expenses are covered with player registration fees. There have not been as many invoices this year due to the unusual ringette season. If expenses are not coming to fruition, money may be moved to different items. Most important is to have ice costs covered for the teams.
- The total ice bill paid is currently \$82,700, which has been paid through team registration fees, team payments, existing casino funds, tryout fees and some savings. There is an outstanding RC ice bill for \$50,000 and additional ad-hoc ice costs that will need to be paid once invoice received. There will be a credit situation for unused ice due to the shut down period.
- Currently the anticipated ice costs for the whole season is approximately \$130,000 but final costs are a moving target until confirmed ice usage and ice credits are sorted out. Also waiting to hear about the casino funds amount from the recent November 14 & 15 casino.
- Bev has emailed an updated budget to managers/team treasurers. Trying to keep everyone updated to keep team budgets as realistic and in-line as possible this year. AA budget will be re-visited again in January 2021.
- Treasurer (Michelle) – no update
- Sponsorship Coordinator (Mike R.) –
 - AA was approved for the “Support for Sport” program funded by the Parks Foundation and the Calgary Flames Foundation. For every dollar raised, the Foundation will match 50% up to a maximum of \$5,000 of the fundraising proceeds. Funds will be used for association ice expenses.
 - The requirement for each player is to pledge \$100 – tax receipt provided for each donation to parent. Assuming all teams participate (104 players), this would generate \$15,400 including donations and matching to be split equally amongst the 8 teams (\$1925/team)



towards ice expenses. In the event that all teams do not participate, only the teams that contribute will receive the allocation for ice expenses. Program information has been communicated to all teams.

- Next steps – Managers to confirm team participation and expedite \$100 donation per player. **AA member deadline to donate is November 30** (note - different than the program deadline to ensure donations happen prior to \$250,000 program cap). In “Additional Comment” field, please input player’s team name for AA tracking purposes. Once player donation made on portal, the donor receives an email confirmation, which should be forwarded to Team Manager. Managers are responsible for confirming once 100% participation reached for their team with Mike Roulston and Bev Brewster.
- Mike R to liaise with Mike L re: support and recognition requirements of the program for communication and/or social media purposes.
- Fundraising Coordinator (vacant-Bev) – no updates
- Casino Coordinator (Melissa) – Casino on November 14 & 15. Some last-minute changes required due to COVID requirements (i.e., less volunteers needed) but all went smoothly and everyone showed up for their shifts. Melissa anticipates approximately \$40,000 from the night. She has put forth AA for the next casino.

5) **New Business/Other** – none

6) **Next Meeting Date** - **Tuesday, January 12, 2021 @ 7:00 pm via Zoom**

7) **Adjournment** – 7:57 pm

