



# AA Ringette Calgary Foundation

## Annual General Meeting Minutes

Thursday, September 16, 2021

**In attendance:**

Eva Hasell	Colin & Stephanie Dyck	Bev Brewster	Michelle Byers
Liane Falconer	Melody Rock	Carrie Hehr	Michelle Rolles
Adam & Angie McKnight	Kim Ung	Carey CJ Williams	Jenny McConaghy
Amanda Roach	Holly Popiel	Kelly Cayer	Brad Marlborough
Jody Calvert	Franzis Schwertner	Steve Travers	Rebecca George
Leigh & Kelli Sauer	Michael Liao	Caley Mineault	Mike Dunn
Scott Althen	Melissa Kuehner	Erin Seaman	Rachel Vincze
Becky Scheer	Leahsa Grandberg	Kristina Mitchell	Selina Kruchten
Sarah Blenkhorn	Leanne Sauve	Cheryl Barnabe	Cristina Mutiso
Mike Roulston	Catriona Le May Doan	Kristine & Greg Denham	Chantelle Niro
Heather Henning	Lori Fitzpatrick	Cindy Beland	

1. **Call to Order** – 7:02 pm
2. **Welcome and Introductions**
  - Slide deck presentation posted for viewing for attendees
3. **Approval of Agenda** – Motion to approve made by Melody Rock, Carrie Hehr seconds – approved.
4. **Approval of Minutes from June 2, 2021 AA Committee Meeting** – Motion to approve made by Cheryl Barnabe, Michael Liao seconds – approved.
5. **2021-22 Elections**
  - a) Review of Board Purpose, Organizational Chart and Role Descriptions
    - Calgary AA Ringette Committee Structure chart slide reviewed. Any AA member can take on a Board or Committee position. The expectation is that Team Reps get involved at Committee level so that work is shared. Great opportunity to get involved, support and make a change!
  - b) Executive Elections – role descriptions posted and reviewed from slides
    - President: Eva Hasell (acting interim president) is stepping down and will assume Past President role. Mike Dunn nominates Melody Rock. Bev Brewster seconds. No further nominations. **Melody Rock acclaimed.**
    - VP League: Phil Bruno has resigned and position is available. Melody Rock was shadowing for 2020/21 season. Melody Rock nominates Adam and Angie McKnight as co-VP Leagues. Kim Ung seconds. No further nominations. **Adam and Angie McKnight acclaimed.**
    - VP Operations: Mike Mysak has resigned and position is available. Melody Rock nominates Colin Dyck. Kelly Cayer seconds. No further nominations. **Colin Dyck acclaimed.**



- VP Finance: Bev Brewster has resigned and position is available. Melody Rock nominates Michelle Byers. Cristina Mutiso seconded. No further nominations. **Michelle Byers acclaimed.**
- Treasurer: Michelle Byers was previously Treasurer but has moved into VP Finance role. Melody Rock nominates Michelle Rolles. Bev Brewster seconds. No further nominations. **Michelle Rolles acclaimed.**
- Secretary: Liane Falconer willing to let name stand. No further nominations. **Liane Falconer acclaimed.**

c) Committee Position Allocations – role descriptions reviewed on slides

- Ice Allocator – Cristina Mutiso
- Equipment – Christine & Greg Denham
- Association Safety Lead – Cheryl Barnabe
- Jr. Coach Program – Caley Mineault & Becky Scheer
- Coach Admin – Carrie Hehr
- Parent Admin – Holly Popiel
- Player Development – \*Vacant
- Goalie Development – Carrie Hehr & Kelly Cayer
- Centre of Excellence (COE) Representative – Mike Dunn. Leigh Sauer available as a resource.
- Esso Golden Ring (EGRT) – Jenny McConaghy
- Universal Athlete Assessment (UAA) Coordinator – Daxton Lesko. To be confirmed if willing to let name stand.
- Registrar – Amanda Roach
- Communications (Webmaster/Social Media) – Michael Liao & Brad Marlborough
- Teamwear & Logo – Jenny McConaghy
- Manager Mentor – \*Vacant
- AA Photos – Angie McKnight
- Tournaments/Hotels/Bus – Wendy Anderson
- Banquet Coordinator – Kelly Cayer
- Spring Into Skate – Trevor Meier. To be confirmed if willing to let name stand if event occurs given possible PEO changes at U14AA level for next season.
- Ring It On Coordinator – Paul Brown & Kevin Chapman. To be confirmed if willing to let name stand after upcoming RIO.
- Provincial Coordinator – Not needed this year
- Casino Coordinator – Melissa Kuehner. Jody Calvert to assist as required but unknown if AA will be given a casino date this year.
- Fundraising Coordinator – Mike Roulston, Catriona Le May Doan & Scott Althen
- Sponsorship Coordinator – Mike Roulston
- Policy Committee – Mike Dunn, Franciz Schwertner, Leigh Sauer & Catriona Le May Doan.

\* Team Reps are asked to take back to their teams to fill vacant roles.



## 6. Items for Approval

### a) Approval of 2020/2021 Financial Statements

- Financial statement as of end May 2021 reviewed. Income statement and balance sheets also reviewed. Good year for fundraising including a casino and Support for Sport program. Incurred typical expenses for evaluations. Registration, expenses and fixed costs remained consistent for the first couple of months of season until the shutdown. Majority of funds were refunded to teams for distribution to families once ice refunds were accounted for. Healthy casino account which will be put towards 2021/22 ice costs. Long term assets are shot clocks and uniforms both of which are currently in good shape. Each team is charged a “rental fee” (covered through registration fees) to build a reserve equipment fund to replace long-term assets. Re: liabilities – currently no debts and have some deferred accounts. Overall AA has a healthy balance sheet with sufficient funds for upcoming season and no liabilities.

Motion to approve the 2020/21 financial statements made by Mike Dunn, Carrie seconded – approved.

### b) 2021-2022 Budget

- Association Budget reviewed. Revenues from tryout fees, registration fees and casino. Casino income normally gets amortized over 2 years but since funds did not all get used last year, balance will be put towards ice costs this season. Casino funds can only be used for approved expenses such as ice costs. Some additional revenues from late tryout registration fees and these will be used towards covering ice costs. Revenues from RIO are being used to cover ice costs. Some expenses for tournament registration fees as these are currently being booked at the AA level for the first half of the season (vs. individual teams).
- Clarification re: equipment fund. Equipment fund is a deferred saving account that is used towards future equipment purchases (i.e., jerseys, shot clocks). This avoids having a large, one-time expense in any given year for equipment replacement. Every member pays a small amount into this each season with their registration fees. RAB has suggested that no AA equipment be replaced given upcoming logo change with introduction of POE program. Given this, there is currently a healthy equipment fund. Funds could be re-allocated towards other expenses in future as needed.
- Sample team budget reviewed as example of the allocation of player registration fees at the team level. VP Finance to liaise with team treasurers regarding current season budgeting needs.

Motion to approve the 2021/2022 budget as presented made by Eva Hasell, Mike Dunn seconded – approved.



## 7. New Business

- a) Evaluation Review (Eva/Melody)
  - Overall evaluations went well - upcoming review with DC and coaches for feedback. Helmet stickers with the matte finish were well received. Thank you to all volunteers who made evaluation happen and to spectators for honouring the designated coach/evaluator spaces.
- b) COVID-19 Updates (Eva/Melody)
  - Very fluid situation right now given latest Sept 15 AB government restrictions announcement. RAB continues to give updates re: same. Masking will be required for everyone, everywhere except for players on ice. Coaches to be masked at all times including on ice/bench. Practice physical distancing at all times as able. All AA members are expected to follow AB gov/RAB/RC guidelines when participating in ringette-related events. As the situation evolves, there may be additional programming guidelines initiated by the Board that would be brought to the Committee. Thank you in advance for member's flexibility as the situation this season evolves!
  - Re: vaccinations, have received information that other provinces will be requiring proof of vaccinations for player/coach participation (i.e. Regina, Westerns). Proof of vaccination will now also be required for participation in AB moving forward. Refer to latest AB government guidelines.
- c) Tournaments (Wendy not present, Eva reporting)
  - Applications have been submitted for all teams for Saskatoon and Regina (no U14AA level for Regina). These are traditionally bus trips and there may be some guidelines implemented TBD.
  - Applications have been submitted for Woods Tournament (Dec 3-5 in Leduc). Tournament organizers have said they will only accept 2 teams at each AA level. Note – no Central tournament in Lacombe this year. Red Deer AA has indicated they may be hosting a U14AA/U16AA tournament in January.
  - AA tournament/hotel/bus coordinator applies on behalf of all teams for the first half of the season (except for Turkey Ring – individual team application). This is done to ensure fair and equitable tournament participation for all teams. Individual teams apply for tournaments for the second half of season. In a typical year, U14AA only travel as far as MB and U16AA/U19AA may travel further (i.e., ON).
  - Please contact Wendy with any tournament/hotel/bus related questions at [travel@aaringettecalgary.ca](mailto:travel@aaringettecalgary.ca).
- d) Hotels (Wendy not present, Eva reporting)
  - See tournament update above.
- e) Fundraising – 50/50, Raffles, Casino (Bev/Mike/Melissa)
  - Melissa unsure about whether AA will be given a casino date this year (traditionally every 18 months). Support for Sport was a one-time program last season. Unsure about status of Flames 50/50 fundraising opportunity this season. New fundraising opportunities will need to be sourced.
- f) Communications - Website & Social Media (Michael)
  - Website performed well during the heaviest month of website usage. A few members got locked out as flagged by server security system due to too many refresh attempts. Had some attempts at security breaches over the evaluation period but no



breaches and these have now decreased. Please be aware of phishing attempts coming from AA email addresses. For all those with AA email accounts who are transitioning out of roles, please clean up the email account prior to the transfer to the new member.

- Re: social media accounts, team twitter accounts for each team. Team social media reps encouraged to be active on Twitter as this helps with AA program exposure and community visibility. AA Facebook account has been in use for over a year – looking for feedback re: same. If interest, AA could also explore setting up an Instagram account.
- Each team will need a Flickr account. This allows for team photo sharing but also required for creation of the photo presentation at the year-end banquet. Teams are encouraged to use this throughout season to avoid last minute scrambling to download prior to banquet. If other ideas other than Flickr, please contact Michael.

g) Coach Admin (Carrie)

- The updated coaching application format has been beneficial in getting all required forms collected. Required Police Information Checks (PIC) are getting processed. Minors are now allowed to complete PICs on-line vs. in-person applications which has been helpful for the Jr. Coaches. Don't forget – National Coaches Week is Sept 18-26. Some coaching modules will be offered for free during this period. RAB relaxing requirements for some coach certification deadlines (normally Dec 15 but extended CI evaluations until January).

h) Parent & Player Pledges (Holly)

- Got a quick jump on parent/player pledges this year. Two teams collected so far and will be meeting with other managers to collect over next couple of weeks. Reminder that Respect in Sport (RIS) deadline is October 15<sup>th</sup>. Date was sent out in advance to Managers to ensure parents had ample time to complete certification if needed. Some teams RIS already completed.

i) Equipment (Position vacant, Melody reporting)

- All required equipment has been handed out to teams. Cori Johnstone (previous equipment manager) may be available for consultation if needed for new coordinators.

j) AA Photos (Angie)

- Still working on booking photographers and venue. Given new restrictions, query if photos may have to be postponed until later in season.

k) UAAs (Daxton not present, Melody reporting)

- UAAs for all U14AA teams occurred this past Sunday (Sept 12<sup>th</sup>). No scores available as of yet.

l) League Updates (Eva/Melody)

- Chinook League is planning to run normal session. If 10 or more teams entered in a division, it will be split into 2 pools (i.e., play teams within first pool then switch). At this point, no intention of having breaks between pools like last season.
- Black Gold League ice has been submitted. There will be 2 home and 2 away weekends per session. May be double/triple headers on 1 weekend but this is fluid depending on how restrictions evolve.
- CRCs and Westerns are proceeding as anticipated as of now.



m) Apparel (Jenny)

- No jersey parents required this year. Players are ok to carry their own in a bag that can be securely closed to avoid damage in equipment bags. Please wash jerseys in cold water and never put in the dryer.
- Mandatory apparel order has been submitted. There are once again COVID-related manufacturing delays so thank you in advance for your patience! All teams should have at least one set of pants to play in. Optional apparel orders due this weekend. There will be limited approval for the use of the logo for “extra” team items other than the required/optional apparel, given that the AA logo will likely be replaced in the near future by POE.

n) Season Ahead (Eva/Melody)

- Given the fluid situation with COVID restrictions, thank you to all members in advance for their flexibility for the season ahead!
- Canadian Ringette Championships (CRCs) are happening in Calgary (April 3-9, 2022). The CRC planning committee has organized a Town Hall session for all AA members to provide information as well to discuss volunteer needs and how to get involved. Please join the Town Hall on Wed, Sept 22 at 8:00 pm via Zoom (contact Manager or Secretary if meeting link needed).
- Kim Ung spoke to the committee re: Friends First program. Inspired by Hazel Skinner, it encouraged sportsmanship and taught young women to be kind, support one another and “pay it forward”. Players wear a red lace on their right skate to show support for these values/program (see our AA website for more info). Kim was recently given red laces and was looking for interest in participation in the program. Many team reps indicated interest via the Zoom chat. Kim to follow up with teams directly to distribute the laces/information about the program.
- Reminder that registration fees are due via RAMP tomorrow! A reminder will be sent to teams asap.

8. **Next Meeting Date** – Tuesday, October 19, 2021

9. **Adjournment** – 9:19 pm

