

# Edmonton Ringette

## ANNUAL GENERAL MEETING



May 8, 2025

6:30 PM

The background features a large, faint, circular logo for the Edmonton Ringette Federation. The logo contains the text "EDMONTON RINGETTE FEDERATION" around the perimeter and a stylized ringette stick in the center. A single feather is illustrated on the left side of the page, pointing upwards.

# Treaty Six Acknowledgement

Edmonton Federation of Community Leagues Ringette Association would like to acknowledge that we are on the traditional land of Treaty 6 and home of Métis Nation of Alberta Region 4. We also acknowledge the Inuit and all other diverse Indigenous peoples whose ancestors have been on this territory for centuries. This land is now shared and respected by a diverse population of Indigenous and other peoples within Edmonton (Amiskwaciy Waskahikan), where we have the privilege of playing our sport.

# AGENDA

1. Call Meeting to Order – Gord McQueen
2. President's Welcome – Gord McQueen
3. Approval of Agenda – Gord McQueen
4. Adoption of 2024 AGM Minutes – Gord McQueen
5. President's Report – Gord McQueen
6. Player Registration – Karen Garlitos
7. Treasurer's Report – Jeff Kidd
8. Bylaw/Discipline & Complaints Policy Revision Review and Motion to adopt – Gord McQueen
9. Election of Officers – Call for Nominations – Jeff Kidd
10. Ice Allocator's Report – Kim Patten
11. Coaching Report – Tim Mullen
12. Draw for \$500 discount on 2025/26 Registration (Coaches Survey)
13. 2<sup>nd</sup> Call for Nominations – Jeff Kidd
14. What's Up in the Off-Season – Karen Garlitos
15. 3<sup>rd</sup> Call for Nominations – Election of Officers – Jeff Kidd
16. Closing Remarks – President
17. Adjourn Meeting

# President's Report

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**Gord McQueen**

**Went Well**

Moments we celebrate

**Tricky**

Events around us that impacted us

**Do Differently**

Moments of reflection as we look ahead

# Player Registration

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	<b>2025/26 EFCLRA Fee</b>	<b>2024/25 EFCLRA Fee</b>
<b>Active Start 2021, 2020, 2019</b>	\$200	\$150
<b>U10 Step 1 &amp; 2 2018, 2017, 2016</b>	\$525	\$525
<b>U10 Step 3 2017, 2016</b>	\$700	\$650
<b>U12 2015, 2014</b>	\$850	\$800
<b>U14 2013, 2012</b>	\$900	\$850
<b>U16 2011, 2010</b>	\$950	\$900
<b>U19 2009, 2008, 2007</b>	\$950	\$900
<b>Ringette for All</b>	\$150	\$150

\* Please note all U10-U19 fees will increase by \$50 as of August 1, 2025

- RAB will charge a separate fee again this year.
- U10, U12 and U14 will have a “New Player” registration fee for players new to ringette.
- Registration will open June 1, 2025.
- Two payment plans.
- \$50 AGM discount for those who have attended here in person this evening. Please ensure you have signed in and provided your email address. A code will be emailed to you prior to June 1.



# Treasurer's Report

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**Jeff Kidd**

# 2025 -26 Budget (income)

## EDMONTON FEDERATION OF COMMUNITY LEAGUES RINGETTE ASSOCIATION

	2025-26 PROPOSED BUDGET	2024-25 ACTUAL	2023-24 ACTUAL	<i>Treasurer Comments on Proposed 2025-26 Budget</i>
<b>REVENUE</b>				
*New ERC Player Transfers*	(26,000)	(27,462)		4-year average
Registration Fees Collected	280,125	287,131	262,129	Budget based on Fee Scenario 2 (PY actuals incl. \$21K in camp revenue)
Registration for 3v3	29,000	26,666	24,322	2-year average (+\$20 increase 2026 to offset jersey purchase)
<b>REVENUE from Subtotal Player Registration</b>	<b>283,125</b>	<b>286,335</b>	<b>286,451</b>	
Casino Proceeds (AGLC)	40,000	111	39,644	Recognizing \$40K deferred income May 1, 2025
Silver Ring Team Registration	54,582	56,400	51,982	Keep prior year budget - achievable with fee increases last year
SR Fundraising and Corporate Sponsorship	15,000	15,621	29,789	Budget to repeat our performance here (silent auction, sucker pull, etc)
ERC Player Development support	10,000	10,502		
Fundraising/Sponsorship	5,000	12,578	8,484	Sponsor dollars are scarce and we want to plan for less - Distilled Diesel & ICT
Grants	17,500	17,091	14,219	CIOG (\$15K), recognize income May 1, 2025
Miscellaneous (Volunteer Cheques)*	1,000	2,100	1,700	
Subsidies Received (KidSport, etc)	-	-	700	This should be net zero
*New Net Raffle Income*	25,000	20,410		Mega raffle ensures we exceed prior year performance - this total includes SR gaming
Interest Income	100	273	117	
<b>REVENUE from Subtotal Non-Player</b>	<b>168,182</b>	<b>135,085</b>	<b>146,635</b>	
<b>TOTAL REVENUE</b>	<b>451,307</b>	<b>421,420</b>	<b>433,085</b>	

# 2025 -26 Budget (OPEX)

## EDMONTON FEDERATION OF COMMUNITY LEAGUES RINGETTE ASSOCIATION

	2025-26	2024-25	2023-24	Treasurer Comments on Proposed 2025-26 Budget
EXPENSES	PROPOSED BUDGET	ACTUAL	ACTUAL	
<b>Ice Only</b>				
City General	289,000	278,632	263,251	2.5% rate increase and 3% allocation decrease - based on ice projections
Canadian Athletic Club (CAC)	20,000	19,560	24,649	Assume private ice purchase/HSL subleases
*New NAIT*		2,599		
Silver Ring	37,000	37,474		Prior year budgets haven't accounted for SR
Other	-	3,711	4,682	
<b>Subtotal Ice Expenses</b>	<b>346,000</b>	<b>341,975</b>	<b>292,922</b>	
Recovery Ice (ERC, RAB, City Ice Rebate)	(58,000)	(58,375)	(33,779)	ERC will take more ice than previous seasons
<b>Net Ice Expense</b>	<b>288,000</b>	<b>283,600</b>	<b>259,143</b>	
	2025-26	2024-25	2023-24	Treasurer Comments on Proposed 2025-26 Budget
EXPENSES	PROPOSED BUDGET	ACTUAL	ACTUAL	
<b>General Operations</b>				
Administration (Dues & Subscriptions)	1,243	945	932	3-year average, \$10/month increase for Quickbooks
Bank Charges	42	30	65	3-year average, no increase
Contract positions - Admin and Ice Allocator	31,600	29,600	29,600	Based on prior year actual - not adjusted for ERC support
Insurance	1,500	1,221	1,208	Based on prior year budget
Meetings/Socials	750	608	717	Based on prior year budget
Miscellaneous	-	-		
Office Supplies, photocopy, printing	-	-		
POS West Fees (Ramp Registrations) site hosting	9,214	9,355	845	*new this year capturing all costs associated with Ramp in single bucket
Postage, Delivery, Mailbox Rental	-	-	462	
Promotion / Advertising / Coach Apparel	12,000	1,132	2,196	Assume more spend in coach apparel and \$10K for proposed marketing media
RAB Fees Paid	6,000	5,500	3,235	RAB player, coach ~1.5% Ringette CA ~2.8% Insurance increases ?? (5%)
Storage (Annual)	3,518	3,287	2,834	Rate increase \$23/month
Website (Survey Monkey, Hosting, Licensing)	-	-	131	
Zone 5 (BGL) Fees	3,600	(890)	(6)	
	<b>69,468</b>	<b>50,789</b>	<b>42,219</b>	

# 2025 -26 Budget (OPEX)

## EDMONTON FEDERATION OF COMMUNITY LEAGUES RINGETTE ASSOCIATION

	2025-26 PROPOSED BUDGET	2024-25 ACTUAL	2023-24 ACTUAL	Treasurer Comments on Proposed 2025-26 Budget
<b>Other</b>				
50/50 Raffle Prize Expenses	-	-		
Coach/Manager/Ref Development	6,067	3,588	5,778	Assume prior year budget, higher spend than last season - rule changes
Come Try it	750	420	694	Assume prior year budget
Development - Goalie	4,895	4,095	3,833	No increase planned to 5-Count rates, extra sessions with U10/U12
Development - Team Power Skating	10,000	30,070	8,453	Based on 3-year average, removed last season as outlier
Evaluations	10,500	10,288	9,801	3-year average
Gym Rental/Dryland	-	-		
Jersey Replacements	7,500	25,737	7,894	Covers AS and 3on3 jersey purchases - no plan for jersey replacement
Player Transfers (Net of Transfers In & Out)	-	-	25,556	This now captured as income reduction (right-sizes expense)
Provincials Fees / U10 Playoffs / U12	1,500	11,860	4,342	Budgeting only \$1.5K for U10S1/2, no funding for U10S3-U19
Referee Fees	23,385	23,386	23,383	2-year average - no expected increases per BGL
Ringette Equipment	-	266	8,198	No major purchases planned
Silver Ring Expenses (Referee, Misc)	26,500	25,513	27,614	2-year average
Subsidy - FMM Travel	-	-		
	91,097	135,224	125,547	
<b>Net Other Expenses</b>	<b>160,565</b>	<b>186,012</b>	<b>167,766</b>	
<b>TOTAL EXPENSES</b>	<b>448,565</b>	<b>469,612</b>	<b>426,909</b>	
<b>NET SURPLUS (DEFICIT)</b>	<b>2,743</b>	<b>(48,191)</b>	<b>6,176</b>	\$8,191 (adjusted for deferral)

# 2025 -26 Budget - Financial Position



Edmonton Federation of Community Leagues Ringette Association

Balance Sheet  
As of May 1, 2025

## Balance Sheet as of April 30, 2025

	2024-25	20223-24
<b>ASSETS</b>		
Cash (General Account)	\$ 133,542.71	\$ 120,149.83
Investments (Common Shares)	\$ 2,366.15	\$ 2,255.15
Satellite Accounts (Note 2)	\$ 200.00	\$ 361.01
Casino Account	\$ 80,005.00	\$ 46,701.53
Accounts Receivable	\$ -	\$ -
	\$ 216,113.86	\$ 169,467.52
<b>LIABILITIES</b>		
(Other Accounts Payable)	\$ -	\$ -
Ice Invoices	\$ -	\$ -
Deferred Income	\$ 95,000.00	\$ -
<b>EQUITY</b>		
Profit for the Year	-\$ 48,191.46	\$ 6,176.25
Retained Earnings (unrestricted)	\$ 169,305.32	\$ 163,291.27
Total Liabilities and Equity	\$ 216,113.86	\$ 169,467.52

	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
Casino Account	80,005.00
Fundraising Account	100.00
General Account	133,542.71
General Funds - Common Shares	2,366.15
Silver Ring Account	100.00
Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$216,113.86</b>
Accounts Receivable (A/R)	0.00
Accounts Receivable (A/R)	0.00
<b>Total Accounts Receivable (A/R)</b>	<b>\$0.00</b>
Prepaid expenses	0.00
Profit Sharing	0.00
Uncategorized Asset	0.00
<b>Total Current Assets</b>	<b>\$216,113.86</b>
<b>Total Assets</b>	<b>\$216,113.86</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable (A/P)</b>	<b>\$0.00</b>
Accrued Expenses	0.00
<b>Total Current Liabilities</b>	<b>\$0.00</b>
Non-current Liabilities	
Deferred Income	40,000.00
<b>Total Non-current Liabilities</b>	<b>\$40,000.00</b>
<b>Total Liabilities</b>	<b>\$40,000.00</b>
Equity	
Opening Balance Equity	0.00
Retained Earnings	121,113.86
Profit for the year	55,000.00
<b>Total Equity</b>	<b>\$176,113.86</b>
<b>Total Liabilities and Equity</b>	<b>\$216,113.86</b>

# 2025 -26 Budget - What's new?

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- Fee increase - \$50 each registration package except U10 S1/2
- \$10,000 for professional marketing material
- Minimal funds available for jersey replacement in 2025 without sponsor cost offset
- Pause team support for championship/provincials (subsidy would be discretionary)
  - (Reconcile budget and Q4 accruals in January 2026 to assess provincial/championship support and jersey replacement)

# Bylaw Revision

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## Gord McQueen

	Passed	Length (pages)
Edmonton	2014	69
NW Calgary	2024	19
Red Deer	2010	5
St Albert	2022	14
Sherwood Park	2023	5
Beaumont	??	16
Leduc	2019	17
Spruce Grove	2022	18
Pembina	2018	18

# Bylaw Revision

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Gord McQueen



Three Bylaws -> Manual

Work ->

Executive Review -> Membership Share -> AGM

# SAFE SPORT POLICIES

Ringette Alberta abides by the [Universal Code of Conduct to Prevent and Address Maltreatment in Sport \(UCCMS\)](#) and the [True Sport principles](#) to guide the organization and our members in ensuring the safety and well-being of those associated with the sport of Ringette.

At the July 2023 meeting, the Ringette Alberta Board of Directors approved adopting Ringette Canada Safe Sport Policy content for Ringette Alberta, and adding any province-specific processes as required. Member Associations were requested to adopt Ringette Alberta's Safe Sport policies in March 2025 as part of their membership requirements under the 28.0 Membership Policy

Find new and updated Safe Sport Policies Below.

Additional Policies will be added as they are approved.

[Ringette Alberta Statement on Safe Sport Policies](#)

[Dispute Resolution Policy](#)

[Discipline and Complaints Policy](#)

[Code of Conduct Policy](#)

[Appeal Policy](#)

[Reciprocation Policy](#)

[Screening Policy](#)

[Athlete Protection Policy](#)



**Click Here To Report**

# Articles 1 & 2

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## Article 1: General

1.1. **Purpose:** The purpose of the Edmonton Federation of Community Leagues Ringette Association (EFCLRA) is to organize, develop, and promote the sport of ringette within the City of Edmonton, providing opportunities for participation, skill development, and sportsmanship.

1.2. **Non-Profit Status:** EFCLRA is a non-profit organization, and no part of its income shall be distributed to its members. Any profits shall be used to further the objectives of the Association.

1.3. **No Remuneration of Directors:** Directors shall serve without remuneration, but may be reimbursed for reasonable expenses incurred in the performance of their duties.

1.4. **Dissolution:** Upon dissolution, any remaining assets of EFCLRA shall be distributed to other non-profit organizations with similar objectives.

## Article 2: Definitions and Interpretation

### 2.1. Definitions:

- \* "Association" means the Edmonton Federation of Community Leagues Ringette Association (EFCLRA).
- \* "Board" means the Board of Directors of EFCLRA.
- \* "Member" means an individual or family who has met the membership requirements of EFCLRA.
- \* "AGM" means the Annual General Meeting.
- \* "Ringette Alberta" means the provincial sport organization for ringette in Alberta.

2.2. **Interpretation:** These bylaws shall be interpreted in accordance with the laws of Alberta and Canada.

# Article 3

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## Article 3: Membership

3.1. **Register:** EFCLRA shall maintain a register of its members.

### 3.2. **Membership:**

Active Members are expected to abide by the provisions found in these bylaws as well as in our Association's policies. Membership will be granted as follows:

- Annually when athletes register and are within the geographical boundary of our Association as defined by Ringette Alberta and in accordance with the City of Edmonton's ice allocation geographic guidelines.

- Athletes outside of these boundaries are considered members if they have been granted membership in recognition of Ringette Alberta's residency policy.

- Active members are the parents or guardians of at least one athlete registered to participate in our membership year. Active members are also those athletes who are 18 years or older.

- Our membership year is from July 1 to June 30.

- Members are also accountable to be registered with our governing body, Ringette Alberta. Certain specialized programs (ex at time of writing, Active Start, Ringette For All) do not require RAB membership. In those situations the board will accept those participants as members without Ringette Alberta registration.

3.3. **Eligibility and Admission:** The Board may also welcome members who do not satisfy the requirements above, however, they would be required to volunteer and engage with our society in the spirit of our Mission and our Core Values.

3.4. **Membership Fees:** Membership fees shall be determined annually by the Board.

Membership fees must be paid in full unless the board chooses to offer a payment plan. If membership is not paid in full, Members are still accountable to pay in full if they are suspended, expelled, or choose not to participate for the remainder of the season. The Board may also create a refund policy to support flexibility. If fees are not paid within 90 days of a deadline determined by the board, a Member may be expelled from the association.

3.5. **Rights and Privileges:** Members in good standing shall have the right to:

- \* Attend and participate in meetings.
- \* Vote at the AGM.
- \* Participate in EFCLRA programs and activities.

3.6. **Membership in Poor Standing and Termination of Membership:** Membership may be terminated by resignation, non-payment of fees, or disciplinary action. Members may also be deemed to be in poor standing which would eliminate the rights and privileges noted above. This process will be guided by our Discipline and Complaint Policy.

# Article 4

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## Article 4: Meetings

### 4.1. General Meeting Provisions:

- \* Notice of meetings shall be provided to members in advance. Notification of our Annual General Meeting must be published no less than 30 days prior to the meeting.
- \* Quorum requirements are as follows:
  - For the transaction of business at any meeting of the Board = A minimum of 50% (rounded up) of voting board members, of which one must be the President or the Vice President.
  - Special Meetings for the purpose of passing special resolutions = 60% of voting board members present of which one must be the President or the Vice President.
  - Voting Board Members are expected to attend 75% of the Association's meetings.
- \* Meetings will include an agenda as well as meeting minutes.

### 4.2. Annual General Meeting (AGM):

- \* The AGM shall be held annually in the month of May and the Agenda must include, at a minimum:
  - An election (by way of >50% vote from members in good standing who are present at the meeting if two or more individuals put their name forward for consideration) of the Board based on the Board positions outlined in our roles and responsibilities policy. If two individuals are interested in a given Directorship the Board may also consider co-Directorships if both individuals are interested. Co-Directorships only have one vote for board business.
  - Review financial statements and pass the EFCLRA budget for the next season.
  - Consideration of amendments to EFCLRA bylaws and recommendations of new Policies the Board should consider.

**4.3. Special Meetings:** Special meetings may be called by the Board or upon request of a specified number of members. If >25% of our membership, via online petition, request a special meeting with EFCLRA board provided in writing and request a specific topic to be discussed, a meeting is required to be held within two weeks of receiving such a request. This request must be presented via email to the Association President and Secretary.

**4.4. Board Meetings:** Board meetings shall be held regularly to conduct the business of EFCLRA. The Board will decide on the frequency and timing of meetings. A minimum of 8 regular board meetings as well as an AGM is expected to be held annually.

# Article 5

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## Article 5: Board of Directors

### 5.1. Composition and Roles:

- \* The Executive Team shall consist of the President, Vice-President, 2nd Vice-President, Treasurer, Registrar, and Secretary. Directorships shall be identified and appointed at the Annual General Meeting.
- \* Executive positions and Directorship positions shall be defined by the Board and contained in the EFCLRA Roles and Responsibilities Policy.

**5.2. Election and Term of Office:** Executives and Directors shall be elected at the AGM and shall serve a two year term. The Board will make every effort to stagger our Executive roles such that they do all not have expiring terms in the same year. For our President, Vice-President, and 2nd Vice-President, our goal as an organization is to have these terms match and to have the Vice-President put their name forward at our AGM to succeed our President and our 2nd Vice-President to put their name forward at our AGM to succeed our Vice-President. This is in the spirit of proper Board Succession. Individuals interested in Board Positions must notify, by email, the President, the 1st Vice President, the Secretary, and the Internal Director no less than 7 days before the AGM. Should any role not have an interested candidate, calls for nominations from the floor will be made during the AGM.

**5.3. Duties and Powers:** The Board shall be responsible for the overall management and direction of EFCLRA. Our Executive Team has the ability (based on 50% or greater vote) to:

- Appoint individuals to Directorships that are not filled at the AGM
- Set the agenda for Board Meetings
- Pass motions that cannot reasonably wait for the next regular board meeting

# Articles 6, 7, 8, & 9

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## Article 6: Finance and Administration

### 6.1. Financial Management:

- \* EFCLRA shall maintain proper financial records.
- \* An annual budget shall be prepared and approved by the Board.
- \* The signing authority for EFCLRA's bank accounts shall include the Treasurer, the President, and the 1st Vice-President.

**6.2. Records and Reporting:** EFCLRA shall maintain records of meetings, membership, and financial transactions. Minutes of meetings shall be posted to the EFCLRA website.

**6.3. Insurance:** EFCLRA shall maintain appropriate insurance coverage.

## Article 7: Amendments

**7.1. Amendment Process:** These bylaws may be amended by a majority vote at the AGM or a special meeting called for that purpose. Notice of proposed amendments shall be provided to members in advance.

## Article 8: Code of Conduct and Discipline

**8.1. Code of Conduct:** EFCLRA members shall conduct themselves in the spirit of the Association's mission statement and our core values.

**8.2. Discipline Procedures:** Procedures for addressing violations of the code of conduct shall be governed by our Discipline and Complaints process.

## Article 9: Adoption and Effective Date

**9.1. Adoption of Bylaws:** These bylaws shall be adopted by a majority vote of the members at a general meeting. The effective date shall be May 8th, 2025.

# Bylaw Vote

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**Motion:**

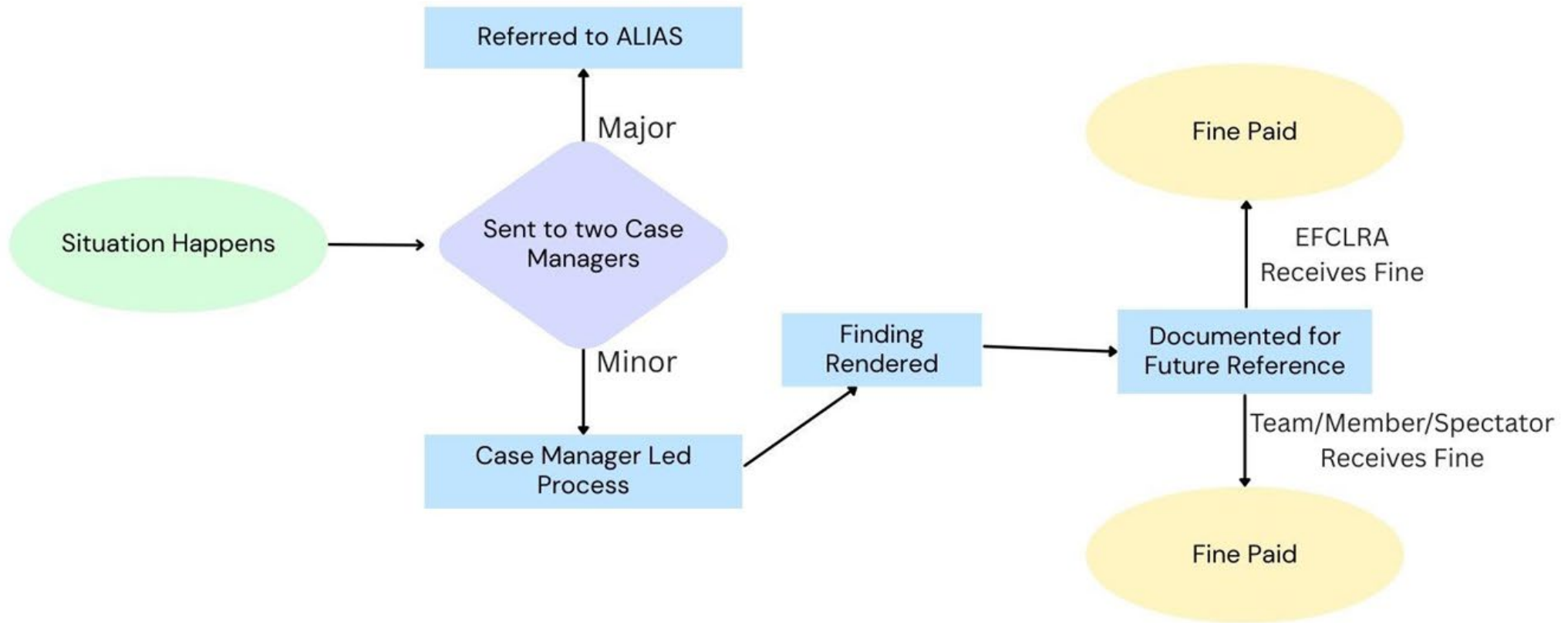


# Discipline & Complaints Policy Revision

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**Gord McQueen**

# Discipline & Complaints Policy Revision





# Election of Officers

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## Call for Nominations

# Open Board Positions

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## Executive- Voted in Tonight

- President
- 1st Vice President
- 2nd Vice President
- Registrar
- Secretary

## Other Vacancies- to be filled

- Silver Ring Director
- Player Development Director
- Coaching Director
- Goalie Director
- Evaluations Director (Shadow)
- Volunteer Coordinator
- U10 Directors (2-3)
- U14 Director
- Active Start Director
- Fundraising Coordinator
- Inclusion Coordinator

# Filled Board Positions

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Last Name	First Name	Position on EFCLRA Board of Directors
Kidd	Jeff	Treasurer
Garlitos	Karen	Internal Director
Patten	Kim	Division Director - Open/Ice Allocator
Mullen	Tim	Equipment Director
Brown	Keely	Division Director -U12
Shaker	Shauna	Division Director -U12
Davison	Shawna	Division Director -U16
Crago	Tyler	Division Director -U19
Dansereau	Jody	Division Director -U19
Patten	Kim	Division Director - Open/Ice Allocator
Lawson	Erin	Evaluations Director
Shesky	Lasha	Recruitment Coordinator
Sanregret	Heather	Marketing Project Lead
McQueen	Gord	Past President

# Ice Allocator Report

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Kim Patten

# Coaching Report

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**Karen Garlitos (for Tim Mullen)**

# 2024/25 Coaching Staff Volunteers

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- Head Coaches - 22
  - Assistant Coaches - 118
  - Trainers - 1
  - Junior Coaches - 29
- 
- 2025/26 Coaching Applications Opens June 2

# Coach Survey

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**\$500 Discount on Registration Draw**

# Election of Officers

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**2<sup>nd</sup> Call for Nominations**

# What's Up in the Off Season

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- Evaluations have been scheduled with Prep Skates and UAA's taking place August 23 and 24, 2025. Mark your calendars!
- Come Try Ringette event will happen June 1, 2025.
- Marketing project will get started in the off-season to increase membership and grow our sport.

# **3<sup>rd</sup> Call for Nominations**

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## **Election of Officers**



# THANK YOU

## For Attending

