

Minutes of the April 13, 2022
Annual General Meeting
of the
Lethbridge Ringette Association

1) Call to Order (Sports Council Room – Nicholas Sheran)

- 6:35 pm meeting called to order by Cara Parks (LRA President)
- 27 members attending
- Quorum (20 members required)

2) Adoption of the Agenda

- Motion to adopted the agenda as presented: Gord, Second by Kelly
- Vote in favour, none apposed
- Motion carried

3) Adoption of the Previous 2021 AGM Minutes

- Motion to adopted the 2021 minutes as presented: Kurt, Second by Trina
- Vote in favour, none apposed
- Motion carried

4) Any New Business Arising from Minutes - Nil

5) LRA Awards

- **Junior Coach of the Year:** Stevie Sanders
- **Coach of the Year (two recipients):** Leanne Murphy and Craig Kambeitz
- **Player Leadership Award (two recipients):** Abby Cox and Madi Andres
- **Official of the Year:** Mackenzie Cameron
- **Volunteer of the Year (two recipients):** Gord Cox and Kurt Parks

6) Officer and Director Reports

a) President's Report (Cara Parks)

- Strong rebound year for our association with teams from AS to U 19. This was the first time (that we know of) where we had multiple teams at U 14. Registration was down slightly overall.
- Active Start registration was low but reservations about signing up due to Covid may have contributed to this number. Growth of this age group will be an area of focus for the association for next few years.
- Ran a new Intro to Ringette Program – 5 weeks for \$49. Uptake was good, players that came all were eager to sign up in the fall.
- Springette Program finally launched after two years of shutdowns. Uptake has been good and players seem to really enjoy the format.
- Hosted our Bridge Battle tournament (formerly Chinook Tournament), Bridge Battle Spring and U 14 C Provincials.
- New promotional video was created that was very well received.
- Come Try Ringette Events were well attended.
- Purchase Half Ice boards for Henderson with assistance from donations and grants.
- LRA was able to put up Sponsor signage on the boards at Henderson
- Big successes this year with 2 provincial championships and a Chinook League championship. Will work with city to have banner hanging event in the fall.
- Focus for next year will be registration of players, improving our operating policies, and succession plans for board.

b) Treasurer's Report (Notasha Borland)

Revenues	31-Mar-22	31-Jul-21	31-Jul-20	31-Jul-19	31-Jul-18
Registration	\$ 58,241.80	\$ 99,100.00	\$ 87,236.08	\$ 77,004.72	\$ 61,397.00
Tournament	\$ 35,925.00	\$ 1,962.50	\$ 73,967.91	\$ 57,337.85	\$ 59,741.20
Bingo	\$ 8,793.00	\$ 12,581.72	\$ 12,209.30	\$ 17,592.95	\$ 15,188.43
Casino	\$ 10,000.00		\$ 31,919.27		
Raffle	\$ 11,410.00	\$ 19,210.00			
Sponsorship	\$ 3,073.50	\$ 1,901.00		\$ 20,735.00	\$ 17,400.00
Interest	\$ 161.00	\$ 429.87	\$ 866.63	\$ 971.75	\$ 666.56
Reimbursement Income		-\$ 3,449.20			\$ 310.00
Summer Camp Registrations			\$ 3,557.44	\$ 3,349.52	\$ 3,349.52
Ringette Alberta Rebate			\$ 3,322.88		\$ 3,277.97
Uncategorized Income				\$ 4,768.30	
Sales					\$ 390.00
Total Revenues	\$ 127,604.30	\$ 131,735.89	\$ 213,079.51	\$ 181,760.09	\$ 161,720.68

Expenses					
Ice Rental	\$ 82,931.85	\$ 36,767.17	\$ 78,311.56	\$ 76,274.89	\$ 63,002.48
Tournament Expenses	\$ 25,418.40	\$ -	\$ 64,210.44	\$ 57,728.82	\$ 53,564.29
Ringette Alberta	\$ 12,959.00	\$ 9,852.54	\$ 11,507.00	\$ 11,697.62	\$ 9,888.00
Equipment	\$ 10,215.08	\$ 2,880.84	\$ 11,474.54	\$ 5,562.64	\$ 9,259.88
League Fees and Provincials	\$ 3,950.00		\$ 5,237.50	\$ 6,970.00	\$ 5,936.00
Clinics, Training and Mileage	\$ 2,577.00	\$ 1,630.00	\$ 3,610.20	\$ 2,312.12	\$ 4,881.37
Referee Expenses	\$ 6,330.00	\$ 1,029.95	\$ 9,360.00	\$ 7,466.06	\$ 7,675.60
Advertising and Promotion	\$ 1,043.00	\$ 480.50	\$ 973.50	\$ 533.81	\$ 297.35
Website and Subscriptions	\$ 1,442.00	\$ 735.00	\$ 2,006.64	\$ 2,302.88	\$ 1,956.93
Office and Banking Expenses	\$ 1,229.00	\$ 1,953.23	\$ 1,378.47	\$ 838.62	\$ 1,147.36
Merchant Fees	\$ 2,483.00	\$ 3,304.68	\$ 1,467.34	\$ 579.95	
Power Skating Expenses	\$ 2,929.00	\$ 1,462.50	\$ 2,118.75	\$ 2,494.19	\$ 2,264.00
Bingo Expense	\$ 2,225.00	\$ 975.00	\$ 1,135.00	\$ 1,989.89	\$ 994.88
Legal/Professional Fees	\$ 761.00	\$ 446.25	\$ 682.50	\$ -	
Pronghorn Scholarship	\$ 500.00	\$ -	\$ -	\$ -	
Bad Debt	\$ 2,200.00	\$ -	\$ -	\$ -	
Player Reimbursement Expense		\$ 20,987.50	\$ -	\$ -	\$ 1,490.00
Raffle Expense		\$ 5,000.00	\$ -	\$ -	
Fundraising Expense		\$ 143.89	\$ -	\$ -	
Cleaning supplies		\$ 1,282.73	\$ -	\$ -	
Total Expense	\$159,212.00	\$88,931.78	\$ 193,473.44	\$ 176,751.49	\$ 162,358.14
Revenue over Expenses	-\$ 31,608.00	\$42,804.11	\$ 19,606.07	\$ 5,008.60	-\$ 637.46

	11-Apr-22	31-Jul-21	31-Jul-20	31-Jul-19	31-Jul-18
Assets					
Main Account	\$ 37,800.01	21 049.15	\$ 6,656.94	\$ 67,814.10	\$ 51,295.00
Casino Account	\$ 18,282.25	36 038.73	\$ 21,249.23	\$ 20.96	\$ 10,002.46
Tournament Account	\$ 20,673.21	\$ 3,916.17	\$ 14,165.43	\$ 9,441.40	\$ 11,786.35
BINGO Account	\$ 62,389.78	109 705.00	\$ 85,833.25	\$ 83,822.32	\$ 76,324.37
Undeposited Funds	\$ 850.00	\$ 850.00	\$ 850.00	\$ -	
Total Assets	\$ 139,995.25	\$ 171,559.05	\$ 128,754.85	\$ 161,098.78	\$ 149,408.18
Liabilities and Equity					
Current- Deferred Revenue - registration fees	0	0	\$ -	\$ 51,950.00	\$ 45,250.00
Deferred Revenue Casino	\$ 9,989.46	\$ 9,989.46	\$ 9,989.46	\$ 9,989.46	\$ 9,989.46
Deferred Revenue BINGO	\$ 76,324.37	\$ 76,324.37	\$ 76,324.37	\$ 76,324.37	\$ 76,324.37
Retained Earnings				\$ 17,826.35	\$ 18,463.81
Profit for the Year				\$ 5,008.60	-\$ 637.46
Total Liabilities and Equity	\$ 139,995.25	\$ 171,559.05	\$ 128,754.85	\$ 161,098.95	\$ 149,390.18

Account	Balance Aug 1/21	Current	Difference
BINGO	\$109 733.66	\$65 174.88	-\$44 558.78
CASINO	\$36 038.73	\$18 253.22	-\$17 785.51
TOURNEY	\$3900.22	\$17 227.91	+\$13 327.69
MAIN	\$21 599.15	\$25 544.44	+\$3945.29

c) Registrar's Report (Arnie Gjerlaug)

Total 175 Registrants (136 excluding Pronghorns and Open Registrations)

DIVISON	21/22	20/21	19/20	18/19
ACTIVE START	12	13	22	25
U10	51	56	52	37
U12	21	27	28	24
U14	23	16	14	14
U16	13	11	11	15
U19	16	15	14	13
OPEN B	0	0	0	0
OPEN C	21	0	17	17
OPEN A	18	16	17	16

- 74 Springette registrants
- 7 Intro to Ringette registrants
- 26 new registrations in 2021/2022 (10 in Active Start and 16 Other)

*Note: Those that did not play in 2020/2021 were considered new.

d) Directors of Tournaments (Kelly Dinsmore)

- BB Fall – success, fortunate with pause in COVID waves to host 42 teams and no outbreaks. Most people were extremely appreciative of having an event after such long time. First Tournament we had hosted since 2019.
- RAMP - We learned a lot about RAMP and how the process goes for tournaments – Rob/Arne have it locked down for a smooth registration this year.
- Fundraising: Tried a hybrid 50/50 model (simplyK platform) was a success, Raffle Room with assigned themes/baskets per team seemed to work well.
- Succession Plan: Need to work on tournament committee succession plan – few people put in huge hours to make the tournament possible.
- Volunteers: Rob is putting in a lot of time/thought trying to make volunteer sign up and score keeping easier – look forward to what he has in store
- Net Profit - \$10, 500
- BBSPring – hosted at 2 different rinks which presented some logistics challenges – raffle table, scheduling of volunteers, half ice board moves and floods. Had some U10 Parents step up and assist with various aspects of planning. 20 teams (2 Active Start, 4 Step 1, 8 Step 2/8 Step 3). Tried a playoff version for Step 2s at season end (I think it was appreciated by most teams). Still do small trophies which are an expense, but we get a lot of feedback about how cool the trophies were!
- Raffle Table made \$670, but purchased \$300 worth of prizes. Paper 50/50 was very popular at this event, lots of grandparents – I would encourage poster style 50/50 at this event. Sucker pull was a huge success. Need approx. 100-125 winner candy bags.
- Sustainability: Need 4-5 strong parent volunteers from the U10 group to make this tournament happen. It's a great way to wrap the season but it's a busy time for the rest of the association (provincials/playdowns), so needs to be taken on by this group. Great help from Marnie Nagy, Heather Bursaw, Tanya Figg and Carmen Gfrerer – hoping to pass the torch.
- Goals: Cost recovery – or revenue generating. Need to determine this as it factors into swag, trophies etc.
- Volunteers: Parents from U10 group need to be made aware of this event at the start of the season and that all families are expected to contribute to the event.
- Net: \$350 (Does not include \$3500 From Best Western)

e) Director of Officials (Jessica Ursel & Kelsey Logan)

- This year we started off with 7 returning officials and gained two officials from outside associations. We were able to hold a level one clinic in October and gained 7 new officials. We ended the season with 16 active officials.
- Officials are now required to register with the Alberta Ringette Association using RAMP. This was the first season this was completed and was a success.
- We had 105 league games scheduled that we were able to supply officials for all games.

- During the November Bridge Battle Tournament we had a total of 22 officials participate. Of those 22, 14 were LRA officials. We were also able to secure two evaluators for that tournament, Ed Horvath and Lauren Koster. Between the two evaluators they were able to complete 23 Evaluations / Feedbacks for our local and attending officials. During the March Bridge Battle Tournament we had 9 officials participate, all local LRA officials.
- Overall this was a great year for official growth within the association.

f) Director of Promotions (Karren Ruggles)

- Come Try Ringette – Possible Fall Date
- Ringette Programs in Schools – Ecole La Verendrye, St. Pats, Lethbridge College Home school parent/child group.
- Video – paid for a 30 sec Ringette Promo video that has been shared on website, Ringette Canada, FB and Insta – can continue to use to promote ringette.
- Public Skate – if we can schedule more practices or games around public skate, this is a great way for people to be exposed to ringette... then we stalk them.
- Intro to Ringette – new program to promote the LRA and introduce the sport to younger players. Held in March with 7 participants.
- Sport Fest – Kevin Staley is taking the lead on this event, May 28 2022. This is the first year we have attended in 3 years, so will be interesting to see attendance, feedback etc.

g) Director of Fundraising (John Kovach)

- The notable change in this past year was the decision in January to step away from Bingo as a fundraiser. The Covid-19 pandemic significantly hampered Bingo revenues. There was also an impact from the policy shift to incentivise Bingo participation due to more parent volunteers than bingo volunteer spots to fill. The net revenues after the incentives and cost of paid volunteer helpers were averaging only a couple hundred dollars per Bingo event. After discussion at the LCBA board and Bingo Hall management it was recognized that Bingo will take a few years to recover and ultimately LRA could raise more revenue by putting effort into other fundraising activities.
- Fortunately, the Board was proactive in exploring alternative fundraising opportunities in 2020. We once again completed a Cash for Christmas Raffle selling 1667 tickets raising over \$11,000.00 in revenue for LRA. We also were able to trial an online ticketing tool in SimplyK which holds promise for future raffle and tournament 50/50 fundraising. Like we learned last year; the Cash for Christmas Raffle proved to be a critical fundraising activity for LRA.

- We also have signed up for Highway Clean-up event in May of 2022, but have yet to hear confirmation of a route. Last year we completed a route covering 15km with the support of over 30 parent and player volunteers and brought in \$1500.00 in funding.
- 2022 was also our previously scheduled year for another Casino, however Covid has delayed that. We received informal/verbal notice that LRA would likely be rescheduled to sometime in 2024 or 2025. AGLC will send notice to LRA (president role) when they know more specifics on our next Casino event.
- As the Director of Fundraising, I am stepping away from the board this year effective as of the AGM in April. Without the need to coordinate volunteers for Bingo events once or twice a month year-round the Director of Fundraising will have significantly more free time to support other important LRA activities such as volunteer coordination, or supporting tournaments with their 50/50 or tournament raffles. There is an opportunity to relook at this role and possible partnership with other director roles in volunteer coordination, tournament activities and even supporting promotion and awareness activities.

h) Director of IT (Rob Burton)

- 2021 – 2022 was a big year for IT & RAMP. The new tournament site is built and was up and running for BBF & BBS. It didn't go without hick-ups, but BBS was defiantly a success. Entering the games into RAMP was done by Cara (who makes the schedule) they auto populate to the app. Any changes are only a click away and no need to be emailing every team notification, the notifications are sent auto.
- It required a lot of collaboration with Arne to get the registrations integrated over to the website side of the Tournament Site. Lots of user error...we expect that to clear up once the younger generations integrate. 😊
- Both of us are looking forward to the next tournament having most of the bugs worked out and some systems in place.
- This coming year we are going to be working on a couple different projects utilizing RAMP.
 - 1) Game Sheets. These are a complete electronic game sheet. They were used for the U14 Provincials and Nationals in Calgary last week. We have used them on the side for BBF & BBS for experimental purposes. I would like to implement them as a standard function.
 - 2) Volunteer Sign-up. On the website we have a "Volunteer Sign-up" selection box. This is where we will be posting all the volunteer positions for any given event. We can make a temple for BBS or BBF that can be used every year with some slight edits. People will need to sign up available spots. This is a great way to track who is doing what and essentially who is doing nothing. Maybe a need for a payment option if you opt out of volunteering.

- The idea behind everything IT is to make this simpler and eliminate workload by templating and systemizing.
- For the most part RAMP has been very effective for communication. We have had a couple of people who it doesn't seem to work for but overall, 99% success. Most of the issues are typically user error or can be reset with a simple reload of the app. Sorry Karrel and Gar I don't know what your RAMP problems are.

Expenses:

- Website Annual Fee: \$700 + GST – Online RAMP Services – SSL \$100 & Licencing Fee \$600 (Apr 1- Mar 31 annually)
- RAMP Team App: \$200 + GST – Fee for Ramp App (Oct 15th – Oct 14th annually)
- Website Annual Fee: \$350 + GST – Licencing Fee (Nov 1 – Oct 31 annually)
- Domain Lethbridge Tournaments: \$125 + GST – 5-year commitment at \$25/yr. (Nov 1 – Oct 31 annually)
- Website Design and Delivery Fee: \$125 + GST – One time fee occurred in Sept 2021

i) Director of Ice Administration (Gord Cox)

- 2021-2022 Saw us return to the ice after running under restrictions the previous season. League play and tournaments ran relatively normally. We did have some games cancelled last minute due to teams with covid but it did not affect a significant number of games.
- The U of L ice time changed (it had changed the year before but wasn't used) which wasn't ideal for them but they seemed adapt well. We were able to get practice ice for open B for the whole season and they got a number of games in. The city moved to charging adult rates for the open teams.
- We moved to two practices a week for the U16 and U19. One full practice and one shared while taking them out of the power skating rotation. Attendance by U16 and U19 at power skating has been historically low and the older teams had been asking for more ice to remain competitive with other teams in the league with similar practice time.
- Things seemed to work well with the U10 teams this year with split ice for S1 and 2. Practices and games worked well with a lack of dressing room space at arenas other than the ATB being the main issue. U10 S1 was part of the zone 2 league this year so they were part of the league schedule.
- Extra power skating sessions were added this season to help bring the numbers down at each session.

We need a member at large to start shadowing the ice administration position. My duties as Ice Administrator saw me dealing with the following items:

- Work with the city to
 - contract ice for:
 - Games
 - Practice
 - Tournaments
 - Playdowns
 - Clinics
 - Special events
 - Meet with the city to plan special event ice
 - Cancel and add ice as needed throughout the season
 - Ensure facilities meet association needs
- Attend board meetings
- Schedule/reschedule/cancel team practices into available ice
- Keep an organized current schedule of all ice booked
- Work with other ice users to facilitate sharing of ice and efficient use of facilities and equipment
- Send ice contracts to the
 - treasurer
 - concession manager
 - director of referees
- Provide ice to Chinook league for scheduling
- Provide ice to Zone 2 for scheduling
- Liaise with the tournament director to plan tournament ice and schedules
- Provide practice schedule to teams
- Work with the director of player development to plan and schedule evaluations

Ice hours and costs 2021-2022

2021 LRA Coaching Certification (Oct 2-3)	2	264.6
2021 LRA Inservice Coaching Training (Sep 25-26)	3.25	429.98
2021 LRA Referee Clinic	1	147
2021 LRA September Evaluations	42	5684.23
2021 LRA Welcome Back to Ringette	2	342.3
2021/2022 LRA Game Ice	140	19358.44
2021/2022 LRA Practice Ice	472.75	64,794.61
practice	2	264.6
2022 LRA Provincial Play Downs (Feb 19-20)	2	264.6
2022 LRA Provincial Playdowns (Feb 12-13)	5	732.39
2022 Summer Ice Ringette 3 on 3	34	5819.11
	706	98101.86

*not counting tournaments or funds recovered from Open B and U of L (practices and games).

j) Director of Player Development (Kurt Parks)

- Conditioning camp was held in early September to help the athletes with their overall skills and conditioning. Each age division had 4 or 5 skill skates. During the ice sessions, the U10, U12 and U14 groups were evaluated using the Universal Athlete Assessment model. Game evaluations were also completed by 3rd party evaluators.
- Team selection was very stressful this year with players withdrawing due to Covid uncertainty and tight numbers for some age groups. We managed to have teams in every age division, including two U14 teams (which is a first).
- We had the following teams: one AS team, one U10 -step1 team, three U10-step2 teams, one U10-step3 team, one U12C, one U12B, one U14C, one U14B, one U16B and one U19A team.
- There were some small team numbers at the U12, U14 and U16 divisions. I appreciate the coaches affiliating players to make the teams viable, the parents for their understanding and the affiliate players for stepping up as needed.
- We ran Power Skating sessions throughout the year, and they were well attended. Thanks to Nancy Higo for running power skating.
- There were nine goalie clinics this year to help develop our goalies. They were also well attended. Thanks to the Pronghorn goalies Mackenzie Cameron and Mikala Claypool.
- The association offered an Intro to Ringette program for new athletes to try ringette for five weeks. Response was great and we'll likely have most sign up in the fall.
- All Teams were complete in their respective divisions. U10 teams had a great showing at Bridge Battle. U12Cs won Gold at Regionals, U12Bs Bronze at Regionals, U14Cs won Gold at Provincials, U14Bs made Provincials, U16Bs won Gold at Provincials and U19As were close to making it in a tough A division.
- We ran spring UAA testing for the U12 and U10 athletes and the data is a great way to show the areas players improved in the most, areas we need to focus on, and is a good indicator of what teams we may have in the following season.
- Next year I'd like to see us grow the Active Start and Step 1 groups as they were the hardest hit by the pandemic the last two years. Hopefully we can run some come try ringette events and get the word out.

Congratulations to the Coaches to Athletes on a great year and representing Lethbridge!

k) Director of Sport Development (Sue Stevenson)

- This past year the U of L Pronghorns were not accepted in the CORA League resulting in the team looking for exhibition games. Teams did come down to Lethbridge and the Pronghorns went to Calgary and surrounding areas. It was a very challenging year with UCC's being cancelled as well as the CORA tournament. Next season will be more positive!!!

- Our Open C team has never been accepted into the CORA league (I am not sure if we have never asked or just have been turned away from year to year). I am currently scheduled to meet with the CORA board this month to discuss the LRA Open teams as well as the Pronghorns team. We will be talking about moving forward and how we can all work together to allow our associations Open teams into the CORA league for next season. This has been an ongoing challenge for our association as well as for the University. Hopefully the CORA board will accept our teams as there are only 2 associations not in the league. We want all our athletes to have a place to play competitively to help continue their development.

I) Director of Coaching (Ian Bennett)

- 43 Registered coaches, includes 2 very involved and well reviewed junior coaches.
- 9/43 were not parents.
- Other than base requirements, 4 more coaches pursued their age-appropriate ringette certification. These were only offered online, and in very limited quantity this year.
- RAB is hoping/planning to increase the frequency of offerings, as such they also hope to return to “normal,” for coaching requirements – meaning EVERY coach on the bench must be fully certified for their age group.
- Hoping to create a focus group of coaches to revamp a coach evaluation/mentorship process. Currently at zero volunteers.
- September saw a successful in-house clinic – another big thank you to our Pronghorn goalies and Brad Robinson for their time and expertise!
- New for 2022-2023: Every team staff must have one coach who has completed the NCCP concussion training, “making headway in sport.” (we are far from the first association to implement this)
- Personal observation: We need to do a better job making it clear to membership how involved the coaching process actually is. It goes FAR beyond the hours on the ice. Professional development and planning increase the workload by 2-3x the ice hours. Coaches should never be in a position where they have to fill in more volunteer hours doing 50/50, rink manager, etc. We are currently quite fortunate to have excellent coaches at every level, if we want to continue to offer a great experience, it needs to stay that way.
- The 2022-2023 season will be my last in this position. Making it a great year for a transition if anyone wants a relaxed Member-at-large seat.
- Apologies for my absence, I’m coaching.

7) Thank you to departing board members (Cara Parks) – Current Board Members departing are Karren Ruggles, John Kovach, and Trina Ingram.

8) Nomination and Election of Board Members

- **Director of Promotions** (Nomination of Carmen Gferer) – Motion by Kelly, Seconded Tosh, Majority voted in favour and elected.
- **Director of Fundraising** (No nomination were put forth)
- **Director of Equipment** (No nomination were put forth)
- **Director of Promotions** (Nomination of Tracy Larson) – Motion by Kelly, Seconded Kevin, Majority voted in favour and elected.
- **Director of Ice Allocation** (Nomination of Gord Cox – he will stay on for another term) – Motion by Kelly, Seconded Sue, Majority voted in favour and elected.
- **Director of Player Development** (Nomination of Kurt Parks – he will stay on for another term) – Motion by Sue, Seconded Kelly, Majority voted in favour and elected.
- **Director of Sport Development** (Nomination of Sue Stevenson – she will stay on for another term) – Motion by Gord, Seconded Kurt, Majority voted in favour and elected.
- **Director at Large** (Nomination of Raj Grover) – Motion by Kelly, Seconded Carmen, Majority voted in favour and elected.

9) Other New Business – Nil

10) Adjourn – Motion to Adjourn from Kelly, Seconded by Gord, Majority voted in favour. Meeting Adjourned 7:55pm