



Sherwood Park Ringette Association
P.O. Box 3001
Sherwood Park, AB T8H 2T1

**Millennium Place
Meeting Room 1
Aug. 8 2023 – 7:00pm**

MEETING MINUTES

ATTENDANCE

| | | |
|--|--|---|
| * President <i>Nicole Doherty</i> ✓ * Past President <i>Lindsay Maloney</i> ✗ | * AA Director <i>Shandra Morin</i> ✓ | Sponsorship -Vacant- |
| * Vice President <i>Jessica Winship</i> ✓ | * Director Player Development <i>Ian Winship</i> ✓ | Photo Coordinator <i>Mireille Sieben</i> ✓ |
| * Secretary <i>Karie Bell</i> ✓ | * Director Coach Development <i>Angela Kotyk</i> ✓ | Tournament Coordinator <i>Kristy Penman</i> ✓ |
| * Treasurer <i>Kevin Kotyk</i> ✓ | * Evaluation Coordinator <i>Pam Gates</i> ✗ | Bingo Coordinator <i>Kim Bizuk</i> ✗ |
| * Registrar <i>Theresa Stewart</i> ✗ | * Equipment Director <i>Luc Berube</i> ✓ | Website Coordinator <i>Dayna Bond</i> ✗ |
| * U10 Director <i>Paula Howard</i> ✓ | * Black Gold League Rep <i>Amanda Forster</i> ✓ | Open Division Liaison <i>Lynne Wiker</i> |
| * U12 Director <i>Jackie Day</i> ✓ | * Fundraising <i>Lee Shalapy</i> ✓ | Marketing Coordinator <i>Erin Allan</i> ✗ |
| * U14 Director <i>Pam Kennerd</i> ✓ | Active Start Coordinator <i>Paula Howard</i> | Social Media Relations <i>Pam Kennerd</i> ✓ |
| * U16 Director <i>Ashley Byrne</i> ✓ | Ice Allocator <i>Theresa Stewart</i> ✗ | |
| * U19 Director <i>Leah McBride</i> ✓ | Director of Officials <i>Christine Pittman</i> ✓ | Other: <i>Robyn Pierson, Maggie Forster, Matthew Leggot</i> |
| | | |

*Voting Members = 17 – need 9 for quorum

✓ ✗

I. Additions to Agenda – Nicole

- none

II. Adoption of Agenda – Nicole

MOTION to adopt Agenda: Jessica W.
Seconded: Ashley B.
All in favour – PASSED

III. Adoption of Meeting Minutes – Nicole

MOTION to adopt June 6, 2023 Meeting Minutes: Lee S.
Seconded: Shandra M.
All in favour – PASSED

IV. Correspondence & Open issues

1. BGL Updates (if any) – **Amanda & Jessica**

- August 22 meeting - Age Groups ie: this is when other associations will examine their numbers and if associations are high or low (usually low). This is when those associations will ask to move players to other associations if necessary
- Amanda will bring up at next BGL re: U16C teams
- Sept 26 meeting will be discussing teams and levels and if any changes, etc. assigning pools.

2. AA Registration & status – **Shandra**

- a) U14AA = 40 for tryouts
- b) U16 = 39
- c) U19 = 32
- d) Coaches will make the teams at all levels for try out and AA Director will review.
- e) Setting up EXB games etc and pulling in volunteers
- f) Team Selection Committee – Jessica will set up the TSC for each division

3. Registration - **Theresa**

- a) Registration opened June 1 and closed August 1, approx. numbers are:
 - i. AS: 35 Registered
 - ii. U10 79 Registered +15 new
 - iii. U12 43 Registered + 5 new
 - iv. U14 63 Registered + 0 new
 - v. U16 63 Registered
 - vi. U19 68 Registered
 - vii. OPEN returning: 33, OPEN NEW 23, OPEN B 17
 - viii. AA – U14-38, U16-30, U19-32

4. Coach Applications – **Angela**

29 coach applications so far, expecting more – needs a certified contributing female coach, Angela will send lists to directors.

RAB meeting next week

Ian & Angela have info/plan together for Development and will share it soon. Train the Trainers

Power skating will be Debbie (6 sessions same format as previous years), Goalie Clinics with Heather,

Separate Goalie Evals is available on Aug 30th – skills, drills and feedback by evaluations

Dr. Lisa – Coach & Player development – 1 session, Lorrie Horne with U16+, Coach Development, beef up tools: hockey share, whiteboard sessions, etc. off ice coach development, Jr Coach kickoff session, on ice: coach the coaches and mentor AS & U10 etc.

We will contact coaches for feedback as well.

Coach Mentor Program? U10 with U16 etc. or WhatsApp chat for coaches Q's maybe

Dr. Lisa for start of the year to talk with parents. Push Safe Sport.

Kennedy (First Line) offering to help with off-ice training – can also possibly do drop in dry-land etc.

5. Evaluation Planning – **Pam G and Jessica**

- contacted evals - have 15 evaluators confirmed so far. Working on confirming ideal number.
- going to create google doc to have them sign up for eval times
- goal is to have a 6:1 ratio for evals
- goalie evaluations- Ian will have a bit of an update, discussing more. – August 30 may have two separate eval sessions then. --
- met with skill shark and we are able to weight things if needed.
- Looking at the evaluation form for u12-19 - some suggestions for a new one, would like to stick with the old on for this year. Consider change next year
- going to try to set up a meeting with evaluators next week when I am back in town.
- meeting with VP on the process on Sunday.

U19AAs

6. Status of Imports & Out of Boundaries members **Nicole**
 - a) Most will retreat back to home assoc if don't make AA
 - b) Two at U14 that will want to stay from Ft. Sask
 - c) Import status for AA, imports if don't have home assoc. will be considered SPRA
7. Status of Parent On-Boarding: Onboarding - AS & U10, and others PAULA will, as well as ANGELA & IAN can put together a bit of a package for Coach/Manager meeting.
 - a) DATES for Coach & Manager Meeting - SEPTEMBER 26, 2023

V. NEW BUSINESS

1. Marketing status **Erin**

- i) Is there a Marketing Budget?
- ii) What is sponsorship entail
- iii) SEND Previous Marketing PKG to Erin

2. Come Try Events & L2P **Erin/Paula**

- i) Do these events in Spring, nothing in fall. Communicate to those groups about ongoing events, knock rust off, camps, etc.
- ii) Discuss for NEXT SEASON – volunteers/points/pay – set on December Agenda for discussion

3. University Ringette – ok to share ice if we don't jeopardize ice for our association/teams/athletes. Turn their game into an event and invite membership, 1 ice slot per session and trade for \$\$ or their skills etc. NIC & JESS to talk to Theresa about ice and then will f/u with Univ.Ringette

4. Budgets for Upcoming Season **Kevin**

- i) Kevin is reviewing and confirming what funds are going to: officiating, tournament, etc

- ii) How does ice work – does the \$\$ account for all the ice (incl tournament, camps, etc?) Lee, Theresa, Kristy, PamG re evals, UAAs, BGL Insurance etc.
5. U19 Division Matter **Nicole/Jessica**
- i) U19AA – concerns by 19AA re: coaches for 19AA – possibly have parent meeting, mid year coaching survey, U19 Dir attending tryouts – ensure we share communication flowchart,
 - ii) Goalie Recruitment, Can you post to recruit for goalies generally? This year will be more intentional development for goalies as well.
6. Ringette Store
- i) Karie & Kristy will discuss and deal with this
7. SPRA Tournament
- i) Is OPEN in Tournament? Challenge was the volunteer hours outside of tournament games – For this year, leave Open out of the tournament. Can we add bigger AA pool? f/u with Theresa
 - ii) FEES for tournaments – options: volunteer for tournament or pay – or reduced fee for our own tournament
 - iii) **MOTION** to increase fees for SPRA Platinum Ring Tournament: Paula
Seconded: Angela
All in favour - PASSED
 - iv) **MOTION** to remove the requirement for SPRA teams to pay to attend SPRA
SPRA tournament by: LEAH
seconded: JACKIE
All in favour - PASSED
8. OPEN
- Approx. 57 registrants = 4 smaller teams
Once we see registration, make some tentative teams, the advertise for any spots left on teams, 17 registered for the strong B team – will discuss evaluation later once we review registrants, U19AA to scrimmage. NARW is taking away their sub-list.

VI. Reports by Executive Members

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| | * President <i>Nicole Doherty</i> |
| | * Vice President <i>Jessica Winship</i> |
| | * Secretary <i>Karie Bell</i> |
| | * Treasurer <i>Kevin Kotyk</i> |
| | * Registrar <i>Kelly Daniels</i> |
| | * U10 Director <i>Paula Howard</i> |
| | * U12 Director <i>Jackie Day</i> |
| | * U14 Director <i>Pam Kennerd</i> |

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| | <p>I have sent additional email to registered athletes to sign up, I will be assigning coaches and jr coaches to support to these once I have received from Angela, I know she will have them to me soon, then confirm this and get equipment from Luc.</p> <p>I will review and determine if alternate planning needs to occur if low registration for knock the rust off.</p> |
| | <p>* U16 Director <i>Ashley Byrne</i></p> <p>Needs help with evals & knock rust off. Kevin has a list to share with Directors of To-Do's. There will also be an evaluation meeting.</p> |
| | <p>* U19 Director <i>Leah McBride</i></p> <p>Knock rust off skates – will open up to all – social media post to remind to open up and Directors to send reminder emails.</p> |
| | <p>* AA Director <i>Shandra Morin</i></p> |
| | <p>* Director Player Development <i>Ian Winship</i></p> |
| | <p>* Director Coach Development <i>Angela Kotyk</i></p> |
| | <p>* Evaluation Coordinator <i>Pam Gates</i></p> |
| | <p>* Equipment Director <i>Luc Berube</i></p> <p>Jerseys – have 4 new sets</p> <p>Will Have jerseys for open</p> <p>Pinnies – gave pinnies first to AA tryouts, then those pinnies will be shared with other divisions.</p> |
| | <p>* Black Gold League Rep <i>Amanda Forster</i></p> |
| | <p>* Fundraising <i>Lee Shalapay</i></p> |
| | <p>Active Start Coordinator <i>Paula Howard</i></p> |
| | <p>Ice Allocator <i>Theresa Stewart</i></p> |
| | <p>Director of Officials <i>Christine Pittman</i></p> <p>Setting up refreshers for officials, interviewing soon for referees.</p> |
| | <p>Sponsorship -<i>Vacant-</i></p> |
| | <p>Photo Coordinator <i>Mireille Sieben</i></p> <p>Working with Photographer on dates – will see if later week on November and if they can print</p> |
| | <p>Tournament Coordinator <i>Kristy Penman</i></p> |
| | <p>Bingo Coordinator <i>Kim Bizuk</i></p> <p>We have had excellent support from the membership for the summer bingos and there is only 1 left.</p> <p>The AGLC policy gamebook states that volunteer credits must not exceed \$75 per bingo event. It also states that we can claim transportation costs if the bingo is in a different community. Other sports organizations are giving higher amounts for volunteers by using other funds within the organization.</p> <p>The overall goal of the bingos is to use the revenue to go directly back to the members working them in order to provide an opportunity for people to offset the costs of ringette.</p> |

Currently we pay (average of 10 workers):
 \$75
 \$15 meal voucher

\$1000 to a team if they work the bingo as a team fundraiser.

Here is a breakdown of the amounts we have earned last year:

| Month | Number of events | total earned | average per event |
|-----------|------------------|--------------|-------------------|
| 2023 | | | |
| June | 3 | 4236.69 | 1412.23 |
| May | 3 | 5775.51 | 1925.17 |
| April | 3 | 7060.93 | 2353.64 |
| March | 3 | 7741.14 | 2580.38 |
| February | 5 | 10663.35 | 2132.67 |
| January | 5 | 6607.45 | 1321.49 |
| 2022 | | | |
| December | 5 | 4702.65 | 940.53 |
| November | 2 | 1794.38 | 897.19 |
| October | 4 | 3461.32 | 865.33 |
| September | 2 | 2170.36 | 1085.18 |
| August | 1 | 1272.47 | 1272.47 |
| July | 2 | 2540.84 | 1270.42 |

This works out to an average of \$1504.73 per bingo.

So I am proposing that we increase:

\$100 per volunteer shift (this can either be with a \$25 travel fee or from our general bank account)

\$15 meal voucher

\$1500 for a team if they work a bingo as a team fundraiser.

MOTION to increase fees as suggested (\$25 for travel fee), commencing September 1 2023 forward – KEVIN K.

Seconded Amanda F.

All in favour - PASSED

Website Coordinator *Dayna Bond*

The transition has gone well from RAMP mail to Google workspace. I have 3 users that have not signed in to date - Bingo, Photos and Social Media. Password resets have been sent again (Aug7).

Unlike the previous email system, Google Workspace allows us a seamless transition from user to user as volunteers transition in and out of positions. Emails, files, etc. are transferred to the new user with each change. Please ensure you are saving your files to Google Workspace for this reason. You no longer need to save items to your desktop or have an external cost for drive space (ex: Google drive personal) as we have 1Tb of drive space per user.

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| | <p>There are also a number of programs available to our association due to the non-profit status we have. If there is something you want to use, please let me know to cross reference the list of what is available for free or reduced cost.</p> <p>I have made some updates to the website over the past few months, consolidating tabs into Coaches, Parents, Officials, etc. with the goal of simpler navigation.</p> <p>There was a great idea to have a history of Sherwood Park Ringette tab including photo files from each season. We would likely want to put some social media posts out there from past families/players asking for photos and memories. Thoughts on this?</p> |
| | Open Division Liaison <i>Lynne Wiker</i> - Absent |
| | Marketing Coordinator <i>Erin Allan</i> – nothing to add |
| | <p>Social Media Relations <i>Pam Kennerd</i></p> <p>all is well, have added Thread to current Insta, X, and Facebook posts. Will review the Social media documents for content and any needed updates to present to Manager's meeting.</p> <p>Will look to punctuate individual member and team use to ensure understanding of how this can impact athletes and SPRA. Will have VP or Pres review if there is a recommendation for change or updated working.</p> <p>50Th Anniversary – need to talk about it this season to plan for next. Pam will talk to Theresa, Erin and set up a committee for this. Theresa can talk with BGL as well.</p> |
| | |

8:15pm VII. ADJOURNMENT

Motion to adjourn Jackie Day
 Seconded Ian Winship
 Adjourned 8:33 pm

**NEXT MEETING: October 3, 2023
 MP Activity Room**