# MEETING MINUTES

**ATTENDANCE**

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

*\*Voting Members = 17 – need 9 for quorum* ✔ ❌

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|  | 1. Additions to Agenda – Jessica  * none  1. Adoption of Agenda – Jessica   MOTION to adopt Agenda: Theresa S.  Seconded: Paula H.  All in favour – PASSED   1. Adoption of Meeting Minutes – Jessica   MOTION Leah M. to adopt October 3, 2023 Meeting Minutes:  Seconded: Ashley B.  All in favour – PASSED |

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|  | 1. **Correspondence & Open issues** |
|  | 1. **President & VP Roles - Jessica**   In accordance with SPRA bylaws and procedures, a MOTION to appoint Jessica Winship was made by Lee and seconded by Leah to appoint Jessica Winship as the new President of Sherwood Park Ringette Association. The motion was carried with 13 votes in favor, 0 votes against, and 0 abstentions. Jessica accepted the position and expressed gratitude for the opportunity to serve in this role.  Similarly, a MOTION was made by Lee and seconded by Leah to appoint Matthew Leggott as the new Vice President of Sherwood Park Ringette Association. The motion was carried with 13 votes in favor, 0 votes against, and 0 abstentions. Matthew accepted the position and expressed gratitude for the opportunity to serve in this role.  The Board welcomes the new President and Vice President to their respective roles. The appointments are effective immediately.   1. **Platinum Ring Tournament** – Kristy **–** 57 sponsors – meeting in the arbor room Thursday to finalize. High volunteer engagement this year on the committee. 58 teams registered. 2. **Provincials Hosting**: Any Division Director applying for Provincials? (work with Theresa for Ice. [Hosting Application forms](https://ringettealberta.com/provincial-host-documents/) are on RAB website) - Division Directors   14AA applying as a host, potential for U16AA as well. Lee is going to lead this in conjunction with Angela and will work with Theresa. Potential to work with Fort Saskatchewan to look into shared ice.   1. **Raffle Tickets** – **Lee** – have license for raffle tickets not for online 50/50. Future note - Gaming proceeds need to be used for ice costs, off ice training and tournaments. Gaming licences must go through the fundraising coordinator with SPRA. If licensing is requested unofficially and there are any errors with the paperwork etc we could lose the opportunity to apply for future licencing.   Will communicate about this in the November Board update to membership.  **Ringette week & SPRA DAY**- A big thank you to Pam K and all who helped out with SPRA day. Looking into a committee for next years 50th to start planning.  **Budget Update** – **Kevin** 110K invested as a fund. 300K in operating account. Jersey fund – 4 sets = 12K. 34 sets needed not including open team 102k for rebrand. GIC renewal dates are coming up. Ice is paid for sept, just got invoices for Oct. Request for Kevin to present on the balance sheet in the future. To be on agenda for Dec meeting. Kevin is working on the society annual return. Lee and Kevin will do AGLC filings together. All AGLC filings are current.   1. **Christmas Events**? Santa Skates? RAB insurance does not cover but Waiver can be signed by all non – spra participants. 2. **Evaluation Review** – **Jessica -** Meeting date not set yet – waiting for board feedback /survey – please fill out the survey if you haven’t already. A committee will be assembled (led by Matthew Leggott) to plan evaluations for the next season. Target committee initial meeting in January 2024. 3. **REGISTRATIONS - Theresa -** breakdown of all payments received, pending and outstanding. 458 Players registered 248 pd in full 202 payments taken out on nov 15. Still 22 outstanding participants (mostly U10 additional amounts for Step 2 and Step 3). Theresa continues to attempt to collect outstanding balances. U16 player and U19 player joining late – For the U16 Player motion to allow 2/3 fee to be charged. For U19 player motion to allow 2/3 fee to be charged. Waive the late fee for both. Motion by Lee Shalapay, Seconded by Angela Kotyk. All in favour, motion passed. 4. **AA – Phyllis Sadoway Tournament – Shandra** – (Currently scheduled for march 22-24th)19AA coaches have indicated a conflict with the sadoway Cup dates. Kristy would be willing to lead the coordination of the Phyllis Sadoway Cup.Proposed to reschedule the Sadoway Cup to March 8-10. Shandra, Theresa and Angela to come to a decision and discuss with Kristy as well. 5. **U16 Update & Discussion re: pro-rate fees for a late registration – Ashley** – Taken care of in the registration discussion. 6. **Sportsnet** – **Kim B**. to do a feature on Callie Bizuk and her team – 2 days of filming Deb 8 (practice) and U10/U12 goalie clinic and an exhibition game against SGV at 3:00 PM on the 9th at MLP. Sportsnet said no waiver for participants and will do verbal agreement if child is interviewed directly and parent is present. Teams to come and watch with their jerseys. |
|  | 1. **NEW BUSINESS** |
|  | 1. **Formal Complaint – Jessica –** U16 formal complaint being handled by Process 1 in our guidelines and procedures, led by Harry Benders. Harry will reach out to involved parties to gather information for his investigation and has pulled together some external people to assist.    1. Update    2. Confidentiality/Role of Board Members – Reminder of the confidential nature of roles of board members. Request to review board member packet provided at the beginning of the season to all board members. 2. **Board Updates to Membership – Jessica –** Monthly board email out to the membership – looking for content for this message. 3. **Goalie Development Director – Jessica –** Potential vote to add a goalie development director to the board. To ensure optimal development of goalies going forward it is recommended. Add to December agenda. 4. **Mental Health Symposium – Jessica** – Ring it on for mental health tournament is coming up – they are looking for board members to attend the symposium. Contact Jessica if there is interest. 5. **Officials - Green Whistles - Kim B –** U18 refs to wear green whistles (like basketball) “if my whistle is green im under 18”. Explore the purchase of green whistles for U18 refs. To be discussed with Christine. 6. **Mandatory Volunteer Credits – Jackie –** Other associations that do volunteering credits – ie. St Albert Dibs program. This is to mitigate the issues with low volunteer engagement. Would be separate from the bingo program. Further discussion on this topic over the next season or future seasons. 7. **RAMP - Leah** – Manager issues with RAMP – gamesheet app was inaccessible. App is unstable – Jessica to email RAB to inform them of our concerns. BGL wants managers to verify game results. This verification is to confirm that the score is correct and the game is complete. |
|  | 1. **Reports by Executive Members** |
|  | \* President *– Jessica Winship*  - nothing additional |
|  | \* Vice President – Matthew Leggott – no update |
|  | \* Secretary *Karie Bell – no update* |
|  | \* Treasurer *Kevin Kotyk* – no update |
|  | \* Registrar *Theresa Stewart – no update* |
|  | \* U10 Director *Paula Howard – Paula to kick off policy review/development committee.* |
|  | \* U12 Director *Jackie Day* – needs more info on shot clock clinic for U12 parents. 5 Game max affiliates from U10. Paula to recommend more affiliates for U12 from Step 3. Need more info/communication about spectator liaison and code of conduct. Will add to November board update. |
|  | \* U14 Director *Pam Kennerd – not in attendance* |
|  | \* U16 Director *Ashley Byrne* - hosted alberta winter games tryouts here – went well. Issues with U16B team rule of 2 etc., being followed up on by Division Director and Coaching Director. |
|  | \* U19 Director *Leah McBride* - *No update* |
|  | \* AA Director *Shandra Morin – no update* |
|  | \* Director Player Development *Ian Winship –* powerskating to wrap up in a month. |
|  | \* Director Coach Development *Angela Kotyk –* coach development going well. |
|  | \* Evaluation Coordinator *Pam Gates – not in attendance* |
|  | \* Equipment Director *Luc Berube – no update* |
|  | \* Black Gold League Rep *Amanda Forster* – Our teams appear to be where they should be for BGL advance/retreat deadlines. Nov 10 session blackout for session 2. Nov 21 re-pooling meeting – Jessica and Amanda to attend. Dec 3 Session 2 schedule to be distributed. 6 players close to threshold in penalty minutes (>AVG of 4 min per game). At 25% of season it’s a warning letter and if it continues it’s a suspension. |
|  | \* Fundraising *Lee Shalapay – no additional update* |
|  | Active Start Coordinator *Paula Howard -* Request to add a Coordinator and bring to board meetings for potential nomination for next season as active start coordinator. |
|  | Ice Allocator *Theresa Stewart – No update* |
|  | Director of Officials *Christine Pittman – no update* |
|  | Sponsorship *-Vacant-* |
|  | Photo Coordinator *Mireille Sieben –* photos went well will follow up on distribution. |
|  | Tournament Coordinator *Kristy Penman –* no additional update |
|  | Bingo Coordinator *Kim Bizuk –* bingos drawn and awarded to U14 B voltage and U14A |
|  | Website Coordinator *Dayna Bond – Not in attendance* |
|  | Open Division Liaison *– Amanda Forster –* See BGL update |
|  | Marketing Coordinator *Erin Allan* |
|  | Social Media Relations *Pam Kennerd – No update* |

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| 8:15pm | 1. ADJOURNMENT   Motion to adjourn Leah McBride  Seconded Ian Winship  Adjourned 9:14 pm |
|  | NEXT MEETING: December 5, 2023  MP Activity Room |

**SUMMARY OF MOTIONS**

MOTION to adopt Agenda: Theresa S.

Seconded: Paula H.

All in favour – PASSED

MOTION Leah M. to adopt October 3, 2023 Meeting Minutes:

Seconded: Ashley B.

All in favour – PASSED

MOTION to appoint Jessica Winship was made by Lee and seconded by Leah to appoint Jessica Winship as the new President of Sherwood Park Ringette Association

All in favour – PASSED

MOTION was made by Lee and seconded by Leah to appoint Matthew Leggott as the new Vice President of Sherwood Park Ringette Association.

All in favour – PASSED

MOTION by Lee Shalapay for the U16 Player to allow 2/3 fee to be charged. For U19 player to allow 2/3 fee to be charged. Waive the late fee for both.

Seconded by Angela Kotyk.

All in favour – PASSED

MOTION to adjourn Leah M.

Seconded Ian W.

Adjourned 9:14 pm