



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

# Executive Board Meeting

## MP Activity Room

### AUGUST 6, 2024

### 6:30pm

## MEETING MINUTES

### ATTENDANCE:

* President – Jessica Winship ✓	*Director of Player Development <i>Ian Winship</i> ✗	Past President <i>Jessica Winship</i> ✓
* Vice President <i>Dan Stetic</i> ✓	*Director of Coach Development <i>Angela Kotyk</i> ✓	Photo Coordinator <i>Mireille Sieben</i> ✓
* Secretary <i>Jenny Rolph</i> ✗	*Director of Officials <i>Christine Pittman</i> ✓	Tournament & Special Events Coordinator <i>Kristy Penman</i> ✗
* Treasurer <i>Kevin Kotyk</i> ✓	* Fundraising <i>Lee Shalapay</i> ✗	Bingo Coordinator <i>Kim Bizuk</i> ✗
* Registrar <i>Theresa Stewart</i> ✓	* Evaluation Coordinator <i>Mike Neville</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>Katrina Connelly</i> ✓
* U12 Director <i>Jackie Day</i> ✓	Ice Allocator <i>Theresa Stewart</i> ✓	Sponsorship/Marketing <i>Anthony Gallace</i> ✓
* U14 Director <i>Ashley Byrne</i> ✓	Equipment Director <i>Luc Berube</i> ✓	Social Media Coordinator <i>Pam Kennerd</i> ✓
* U16 Director <i>Dana Gallace</i> ✓	Active Start Coordinator <i>Heather Jensen</i> ✗	Admin <i>Jileen Berube</i> ✓
* U19 Director <i>Leah McBride</i> ✓	Goalie Development Coordinator <i>Kim Bizuk</i> ✗	
*AA Director <i>Pam Kennerd</i> ✓		*Voting Member ✗ ✓

1. **Introductions (As Needed) - President**
2. **Additions to Agenda – President**
  - Luc – Jerseys/Jersey committee
3. **Adoption of Agenda – President**
  - Motion to Adopt: Pam K
  - Second: Dan S
  - Passed – All in favour
4. **Declaration of Conflict of Interest (Based on Agenda) - President**
  - No Conflicts
5. **Adoption of Meeting Minutes – President**
  - Motion to adopt – Leah M
  - Second: Dana G
  - Passed - All in favour
6. **Agenda**
  - a. Board Culture Item (deferred)
  - b. Registration Numbers – Registrar
    - o Active Start - 36
    - o U10- 97 Projected, at 90
    - o U12 – 64 Projected
    - o U14 – 48 Projected , at 48, AA - 27
    - o U16 – 73 Projected, at 75, AA - 40
    - o U19 - 78, AA – 33
    - o Open – 60
    - o 456 Total registered
  - c. Evaluation Committee Update – Evaluation Coordinator

- i. Update on action items
  - o Reviewed updated evaluation documents, feedback to be incorporated
  - o **Action Items:** Committee to form and implement U16/19 Skills and drills for 2025-26 Season. Revised evaluation documents to be posted on SPRA website.
- ii. Confirmation of final ice schedule – Ice Allocator
  - o **Action item:** Theresa S. to send out updated schedule, shouldn't have changed
- d. Out of Association Player Requests – President
  - o **Action Item:** Hoping to take as many as feasible, dependent on goalies and team viability
- e. Divisional Communications Plans - Active Start/Division/AA/Open
  - o **Action Items:** Division directors to coordinate welcome letter material/  
Ashley B. to track down checklist
- f. Recreation and Culture Network Workshop and Sponsorship Plan-  
Marketing & Sponsorship Coordinator
  - o Anthony G. shared package he's put together
  - o Need to confirm by August 26 re: spaces in SC program
  - o Motion: To approve the 2024 sponsorship proposal put forward by Anthony G.
  - o Motion: Pam K.
  - o Second: Leah M.
  - o Passed: All in favour
- g. Phyllis Sadoway Tournament Update – Tournament Coordinator/AA
  - o Conflicted with a south AA tournament, moved to the Platinum Ring – Nov 8-10 - 8 Teams – 19AA only
  - o South appreciative and accepted our U14AA to Rusty Ring
  - o **Action Items:** Pam/Christine P/19AA Coach – discuss ice time allocation for U19AA game times. Reallocate PST ice.
- h. Ringette Alberta (RAB) Surveys – President/Vice-President
  - o Screening and Discipline Policy Survey – Completed by President
  - o Officials - Fee Increase Survey – Christine P/Dan S to provide feedback to RAB
- i. Weather Policy - BGL Committee Updates? – BGL Representative
  - o No information from BGL, will follow up
- j. Fundraising Update – Fundraising Coordinator – Deferred due to absence
  - o Casino
  - o AGLC Filings - Any Outstanding
- k. Coach Development Director Update – Coach Development
  - o Coach Applications summary for each division reviewed by Coach Selection Committee. Spreadsheet provided and updated – working on additional female coaches
  - o Coach Development Plan - general timelines of activities and focus areas, budget approval at October meeting.

## 7. **1**REPORTS BY EXECUTIVE MEMBERS

- o **Vice-President** - Dan Stetic – retain records in Google Drive for consistency and board memory.
- o **Treasurer** - Kevin Kotyk – Received RAB money for provincials, SPRA is short \$1000, missing a summary of the payment so working to further identify the issue.
  - o **Action Item:** Jessica to follow up with Kevin about funding allocation and how we were short
- o **Ice Allocator** - Theresa Stewart – 14C/16C Provincials, working to put together a bid as this is the only provincials host option as per the ice schedule
- o **U12 Director** - Jackie Day – Knock the Rust Off (KTRO) Skates 9 & 20, short helpers, reached out to 16A
- o **U14 Director** - Ashley Byrne – KTRO Low, may need to combine/cancel skates
- o **U16 Director** - Dana Gallace – 5 Teams, likely will have a 16C team
- o **U19 Director** - Leah McBride – KTRO U19 skates will be open to Open players
- o **AA Director** - Pam Kennerd - Healthy rotation of athletes, FAQ for AA
- o **Open Division** - Katrina Connelly – Healthy numbers – 4 teams, re-tiering so may lose some players – Wranglers moving to A - 2 goalies at that level, want to retain both so they are taking 2 and will have a roster of 17 – Card one goalie to B and sub them to A

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<sup>1</sup> All positions canvassed, notes reflect where updates were provided.

- o **Director of Officials** - Christine Pittman – Discussion on out of province officials looking to gain experience at higher levels and compensation (PRT).. BGL discussions ongoing and may be looking for deposits up front for payroll – 11 applications for officials – 2 adults. Still looking into first stripes program.
- o NARA renamed current pools not really re-tiering - to create provincial competitiveness.
- o Action Item: To discuss bringing in out of province ref for PST/PRT.
- o **Photo Coordinator** - Mireille Sieben – Pictures are Monday Oct 28 5-9, Tues Oct 29 5-9, Wed Oct 30 5-9 @ Sherwood Park Dodge – Infinite Eye - Photographers looking for intro to Kristy to be at tournaments.
- o **Evaluation Coordinator** - Mike Neville – need final ice and list of all players – Theresa to connect with Mike.
- o **Bingo Coordinator** - Kim Bizuk – forward to October – bingo surplus.
- o **Equipment Director** - Luc Berube - KOTR pickup Thursday Night, away next week, U12 goalie to figure out with Jackie.
- o **Website Coordinator** Dayna Bond – Let Dayna know of changes to KTRO. Updates to the website for better organization and access to information.

**NEXT MEETING:  
October 1, 2024**

SUMMARY OF MOTIONS
<p><b><u>Adoption of Agenda</u></b></p> <ul style="list-style-type: none"> <li>● Motion to Adopt: Pam K</li> <li>● Second: Dan S</li> <li>● Passed – All in favour</li> </ul>
<p><b><u>Adoption of Meeting Minutes</u></b></p> <ul style="list-style-type: none"> <li>● Motion to adopt – Leah M</li> <li>● Second: Dana G</li> <li>● Passed - All in favour</li> </ul>
<p><b><u>Recreation and Culture Network Workshop and Sponsorship Plan- Marketing &amp; Sponsorship Coordinator</u></b></p> <ul style="list-style-type: none"> <li>● Motion: To approve the 2024 sponsorship proposal put forward by Anthony G.</li> <li>● Motion: Pam K.</li> <li>● Second: Leah M.</li> <li>● Passed: All in favour</li> </ul>