



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

Executive Board Meeting

MP Activity Room

October 1, 2024

6:30pm

MEETING MINUTES

ATTENDANCE:

* President – Jessica Winship ❌	*Director of Player Development Ian Winship ❌	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 Shalapy</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 (VP Chair in President's Absence)

Meeting called to order: 6:44pm

2. Additions to Agenda – President (VP Chair in President's Absence)

No additions.

3. Adoption of Agenda – President (VP Chair in President's Absence)

- Motion to Adopt the Agenda: Dan
- Seconded: Kevin
- All in favour: motion carried.

4. Declaration of Conflict of Interest (Based on Agenda) - President (VP Chair in President's Absence)

None declared.

5. Adoption of Meeting Minutes – President (VP Chair in President's Absence)

Motion to Adopt Minutes: Kevin, Seconded Leah, all in favour.

6. Agenda

d. Action Items from Last Meeting - Jenny

Action: Mike - please send Kevin roster letter for evaluations. He requires the list breakdown of fees for evaluators so they can pay them.

Motion by Dan : To adopt the First Stripes program for the 2024-2025 Season

Seconded: Kevin

All in Favour - motion carried.

e. November Meeting Date - Jenny

Motion by Jenny: Move November meeting from November 12 to November 4 (Monday).

Seconded by Dan

Motion Carried

f. Goalie Development Coordinator - Dan/Ian

- SPRA member has expressed interest in the position and will confirm on Oct. 1st. This person would be new to the role and to board so will need support if they accept.
- Need to move forward with
 - *Goalie Clinics*
 - *U10 Goalie introductions*
 - *Mindbuffs mental training for Goalies*
 - *Individual goalie training*
- Goalie Equipment (Luc): some teams took multiple sets. Have 10 little sets available - talk to Luc if anyone needs equipment.

Motion by Dan: SPRA Board of Directors ratifies the appointment of David William as Goalie Development Coordinator for the remainder of the 2024-2025 term

Seconded by: Kevin K

All in favour - Motion carried.

e. Bingo Coordinator Position - Dan

Motion by Dan: Appointment of Mireille Sieben to the position of Bingo Coordinator through to the end of the 2024-25 term.

Seconded: Pam K

All in favour - motion carried.

Kim is going to do her best to transition this role - lots of moving parts. Theresa to also help out with the back end. Thank you to Kim for all of her hard work in this role in the past - it does not go unnoticed.

f. Evaluation Debrief - Dan/Mike

- We will revisit this item next meeting as Mike is away.

g. RAB Referee Fee Survey - Dan

- RAB fees are below what Calgary, Chinook and Black Gold pay for their officials
- Next Steps: Christine to continue to report on status updates.
- Action: Dan to talk to Jessica about this - potentially table at the RAB AGM. SPRA may consider writing a letter of support or make a motion/add it to the agenda for RAB.

h. Bylaws review committee - Dan

- Our bylaws haven't been updated in quite some time, significant gaps in typical bylaws for non-profit organizations - they need a significant rewrite

Motion by Dan: Form an adhoc bylaws review and update committee.

Seconded: Kevin

All in favour: Passed

i. Tournament Update - Kristy

- Platinum Ring
 - first committee meeting this Thursday.
 - aligned with Ringette Week in Strathcona County - proclamation Oct 22 - Pam will email out to everyone

j. 2024 Peak Performance - Ian/Angela

- Update/Summary on how the program went this year and plans for next year.
- 3 groups, 62 athletes, including 6 goalies. Less than previous years, groups 1 & 3 were small and the middle group was full. It was 11 weeks, 5 weeks with future champions, then coaches led. Weekly fitness led by Kennedy Hickey. A great development/skills program but for the older group will need some variation if it continues, I see lots of spring leagues pop up in the Edmonton area, maybe that's an option for some of the weeks. Great coach volunteer support all spring/summer which is much appreciated. Looking for someone to lead this next year if SPRA wants to continue it.
- Some challenges with attendance, future champions, power skating. Attendance and enrollment is a challenge.
- ACTION ITEM: Angela/Ian - bring forward ideas for what should Peak look like next year.

k. Jerseys - Luc

- Discussion re: Jersey Fund and current status/condition of jerseys.

Motion by Luc: Use the existing jersey fund to replace all the SPRA jerseys in time for next season, SPRA's 50th season! Get quotes from at least 3, preferably 5 vendors.

Budget not to exceed \$120,000.00

Seconded by Lee

All in favour: motion carried

Motion by Luc: Equipment Director to engage Open Team Leads and Open Director to choose style and replace the Open team jerseys for the 2024-2025 season as soon as possible. Minimum 3 vendor estimates and to determine budget. Bring forward for budget approval at a later date.

Seconded by: Leah

All in favour: Motion carried.

I. Fundraising Update - Lee

- Casino - no update. Next casino in 2 years.
- AGLC Filings - Any Outstanding? - all filed nothing outstanding. Kim to update with Mereille's name.
- Action Item: Lee to put together a cheat sheet for the Managers website - include tips and tricks would be helpful.

m. BGL updates - Amanda - absent - table for next meeting

- exhibition games
- league team declarations
- over age goalie

n. Goalie Fees

- Discussion: Goalie fees are part of the recruitment package to attract new goalies. Registration fees are not necessarily a driver for goalie retention. Goalie fees help the parents decide, not the player. SPRA pays for all goalie equipment. If we don't have the money coming in for registration do we have the budget for goalie development initiatives we want to support. U14-U19 is about 16 teams. From BGL perspective, there needs to be greater recruitment at younger ages for goalies.
- Motion by Jenny: Remove SPRA package registration fees for all full time U14-U19 goalies for the current 2024-2025 season effective immediately.
- Seconded by: Dan
- All in Favour: 1
- All Opposed: 7
- Motion not carried.
- Action: Table for discussion prior to 2024 AGM including equipment budget and goalie development fees- Jessica.

7. REPORTS BY EXECUTIVE MEMBERS

- **President** - Jessica Winship
- **Vice-President** - Dan Stetic
 - had a challenging start to the season with goalies and moving parts
 - Evaluation debrief - waiting for division directors to provide comments and talk about the process what went right, what went wrong, brainstorming session
 - nothing in writing - nothing formalized, no how-to list - want to start to get that for next year and ensure we are following best practices -working pizza party to get this done
- **Secretary** - Jenny Rolph
 - Thank you to Ashley for taking minutes last meeting
 - What are our preferred meeting times - polled the attendees and generally prefer 6:30 or 7:00 - no 6:00 meeting times
- **Treasurer** - Kevin Kotyk - None
 - need budget for next meeting for player and coach development
- **Registrar** - Theresa Stewart
 - most coaches registered - not all - will reach out to directors
- **Ice Allocator** - Theresa Stewart - underway, BGL Oct 5 coming out
- **Active Start** - Heather Jensen - absent - no updates.
- **U10 Director** - Paula Howard - Absent - no updates.
- **U12 Director** - Jackie Day - does anyone know how much championships are for U12 - teams are trying to budget for the cost. What is the tournament fee? Kevin to provide.
 - concussion protocol needs to be updated to ensure the right paperwork is done - send to the registrar or Ringette Canada? Need to clarify this. Scan and retain in Director email. Action: Send to Jenny for record retention until the child reaches the age of 20. Policy needs to be updated - table for forward agenda item - Leah/Amanda/Dan.
 - Verifying game sheets - also needs to be done for exhibition games - confirmed.
- **U14 Director** - Ashley Byrne - absent - no updates.
- **U16 Director** - Dana Gallace
 - Looking for a coach for U16C
 - hosting provincials confirmed - 2 teams come together to plan and execute
 - big thanks to all the board peers who have provided her support in her new role
 - Challenges when teams are leaving during evaluations after evaluations or team formation - big changes in numbers and hard to plan - costs involved. Not a typical year?
 - Scoring was supportive of recommended: 1A 2B 1C - many unhappy and many happy - mixed bag of results
 - Ask for 1st and 2nd position preferences during evaluations process
 - challenges with staffing coaching staff U16 team
- **U19 Director** - Leah McBride - found some goalie solutions for U19B1 team - optimistic going forward
- **AA Director** - Pam Kennerd
 - all up and running - all is quiet right now - asking coaches to do a connection with parents and athletes to be proactive, prompt conversations.
- **Open Division** - Katrina Connelly - absent
- **Player Development Director** - Ian Winship
 - **Power skating:** Sessions with Debbie Klatt scheduled and running. May need to review U19 attendance and then adjust in future years.
 - **Active start power skating:** Looking for alumni or advanced players who might be willing to instruct twice per month (Fridays) for active start. Very basic plans provided and time is paid. Please send suggestions to Ian.
 - **Wrist Shot Training Clinics for Coaches:** Train the Trainer sessions with Future Champions scheduled for Oct. 4 (U10/U12 coaches) and Oct. 18 (U14/U16 coaches). Plans and progressions to be shared with coaches.
 - **Dare to Care program:** Dare to Care Bullying Prevention sessions being scheduled. Tentative Nov. 3 for all teams (or as many as available). However, Millennium Place rooms are not available for full time needed, suggestions for

facility with 2 rooms each with capacity of up to 40 for concurrent sessions needed. If this is an SPRA priority, we will also need coaches to emphasize that it is important to attend.

- **Mental training with Lisa Rogerson:** Planned for teams in January 2025 (flexible)
- **Coach Development Coordinator** - Angela Kotyk - no update
- **Goalie Development Coordinator** - Kim Bizuk no update from Kim - Ian provided the update.
- **Director of Officials** - Christine Pittman - officials selection - 20 applicants, took 7 new ones, training for first stripes start this week
- **Black Gold League Rep** - Amanda Forster - absent
- **Marketing/Sponsorship** - Anthony Gallace - absent
- **Photo Coordinator** - Mireille Sieben - Photographer has been booked, last week of October 28-30 M, T, W ready for rosters, do need team names to send to photographer to print tags
 - Action: Directors to get team names to Registrar and Registrar will send to Photo Coordinator.
- **Tournament Coordinator** - Kristy Penman - has tournament sponsorship letters.
- **Evaluation Coordinator** - Mike Neville
- **Bingo Coordinator** - Kim Bizuk - for switch over there are a few things 1) when teams do a team bingo, KB volunteers as a chair, there has never been a cost to that - if there is a cost will that come out of team fund or is that extra 2) tabled from June to talk about increasing the amount the teams get from \$1500 - \$1800 - vote on this next meeting. 3) overage from every bingo - hoping to put in a new system this year where families that worked bingos could get a credit and overage would be divided as long as they have a receipt from mandatory travel tournaments. Has to be a hotel/gas. Looking at \$800 surplus per bingo = ~\$8000. Works out to \$80 per person. Money is supposed to go to the families who work the bingos. Kim will continue to support Mireille behind the scenes. Next Bingo Oct 10 ready to go.
- **Equipment Director** - Luc Berube - equipment pick up went well. Some issues with jersey sizes but minimal. Bingo dabbers very popular. Locker paid up.
- **Website Coordinator** Dayna Bond - absent.
- **Social Media** - Pam Kennerd - going well. Lots of engagement. Anthony has some ideas as new marketing director, monetize social media.

Motion to Adjourn at 9:06pm: Christine

Second: Kevin

All in Favour: Motion Carried

NEXT MEETING:

November 12, 2024 ** *Motion to move to Nov 4 as Nov 12 is Fall Break and Nov 5 is the Online Seminar for all board members*

Reminder: Online Seminar | Recognizing/How to Stop Bullying and Harassment of Board Volunteers | Nov 5, 2024 7pm-9pm

8. LIST OF MOTIONS

Motion	Made by	Seconded by	Outcome
To adopt the agenda.	Dan S	Kevin K	Motion carried.
To adopt the meeting minutes.	Kevin K	Leah M	Motion carried.
To adopt the First Stripes program for the 2024-2025 Season.	Dan S	Kevin K	Motion carried.
To move the November meeting from November 12 to November 4 (Monday).	Jenny R	Dan S	Motion carried.
SPRA Board of Directors ratifies the appointment of David William as Goalie Development Coordinator for the remainder of the 2024-2025 term.	Dan S	Kevin K	Motion carried.
Appointment of Mireille Sieben to the position of Bingo Coordinator through to the end of the 2024-25 term.	Dan S	Pam K	Motion carried.
To form an ad hoc bylaws review and update committee.	Dan S	Kevin K	Motion carried.
Remove SPRA package registration fees for all full time U14-U19 goalies for the current 2024-2025 season effective immediately.	Jenny R	Dan S	Motion not carried.
To use the existing jersey fund to replace all SPRA jerseys in time for next season, obtaining quotes from at least 3, preferably 5 vendors.	Luc B	Lee S	Motion carried.
Equipment Director to engage Open Team Leads and Open Director to choose style and replace the Open team jerseys for the 2024-2025 season as soon as possible, obtaining a minimum of 3 vendor estimates and determining the budget.	Luc B	Leah M	Motion carried.