



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

**Strathcona County  
Council Chambers  
April 25, 2024 – 7:00pm**

## **ANNUAL GENERAL MEETING MINUTES**

### **I. Adoption of Agenda**

No new additions

MOTION to adopt Agenda: Jen Rogers

Seconded by: Mike Neville

All in favour – PASSED

### **II. Adoption of 2023 AGM Meeting Minutes**

MOTION to adopt April 20, 2023 AGM Minutes: Rob Pierson

Seconded by: Ian Winship

All in favour – PASSED

### **III. New Business**

- 1. Celebration of Graduating Players** - Leah McBride, U19 Director
- 2. Season Overview** – Jessica Winship, President

Sherwood Park Ringette Association was the first ringette association in the Province of Alberta & was formed in September 1975. We are the second largest Ringette Association in Alberta and the largest in the North (of the 36 associations in the province).

SPRA provides ringette programming at all levels of ringette from Active Start division to the Open (over-18 Division).

Ringette is focused on long term athlete development, providing athletes the ability to continue playing the sport they love with the friendships they have built past the U19 age group.

Our sport and association are growing. This season we had a healthy 460 athletes registered for the 23/24 season, an increase of 11 from the previous season and an increase of 51 athletes from the 19/20 season. We have seen notable growth at the U10 level and this year in the Open Division.

SPRA formed 33 teams in: Active Start, U10 Step 1, 2, 3, U12 A,B, C, U14 AA, A, B, U16AA, A, B, U19AA, A, B and Open – 4 B teams

This season for our 33 teams, we had:

- 598 Shared Practices
- 563 Full Ice Practices
- 439 Games
- 146 Power Skating Sessions

SPRA continues to focus on coach, player and goalie development with additional power skating sessions, more goalie clinics for all levels, mental training for more levels and wrist shot clinics.

SPRA is also continuing to focus on additional programming opportunities and building out the Active Start, U10 and U12 age groups. SPRA is unique in hosting our Learn to Play program, which is running again this April. And is continuing to offer programming following the regular season with Spring Ringette and our PEAK Development Program, which is focused on player and coach development. We are also planning a Come Try Ringette event later this year.

A big thank you to the volunteers and coaches and athletes within SPRA who make these programs possible and their willingness to work together and provide mentorship and opportunity.

One of our biggest challenges continues to be ice availability and creating a balance of providing opportunity for players outside Strathcona County who don't have adequate ringette programming in their area and the need to focus on our local athletes. SPRA believes in advocating for the growth of ringette in our community and across the province. On that note, there's a potential for additional ice for the association through the new Crusaders Arena, anticipated to be up and running by fall 2026. That will mean an 1000 additional hours of ice for the minor ice user group in Strathcona County and more ice for SPRA.

SPRA's fantastic volunteers put on a handful of great events this past season:

- A successful Platinum Ring Tournament in November 2023
- A successful Mini Platinum Ring Tournament (half-ice teams) in February 2023
- Host of the U10 Step 3 Black League Finals and Step 1 Finals
- Host to the 14A Ringette Alberta Provincials
- Host to the 14AA, 16AA and 19AA Provincials

Our teams represented our community and association well, competing in regular season tournaments with medal wins at all levels, and Provincials and BLG Championships at:

- U19 AA, A
- U16 AA, A, B
- U14 AA, A, B
- U12 A, B and C BGL Championships
- and the U10S3 Finals

As well 9 of our U14/16 athletes and two of our coaches participated in the Alberta Winter Games in February 2024.

For a lot of our teams, their season goal is to qualify for provincials so congratulations to all those teams for reaching their season goal. A few of our teams had outstanding results this season.

Congratulations to the BGL Champions the 19A Surge and to 16A Red who won silver at Provincials in Leduc.

congratulations to the 12C Mighty Skittles (best name, aside from the Rainbow Thunderwolves) who won Bronze in their BGL Championships!

A couple of other notable events this season were the first annual Ringette Week Proclamation by Strathcona County Council October 15 - 21, 2023. A number of our athletes attended the ceremony along with Phyllis Sadoway. This recognition for SPRA was thanks to the efforts of Pam Kennerd our U14 Director and social media guru, and this will be an annual proclamation. Thanks Pam for the great idea and work to see this come to fruition!

As well we hosted a successful SPRA day on October 21st which was planned by a small committee.

And we hosted skills evaluation for the Alberta Winter Games!

**3. Prior Year SPRA Financial Report – Kevin Kotyk, Treasurer**

See attached Schedule “A” which includes:

- 2023 Societies Act Financials
- 2023 Ending Cash Balance
- 2023 Income Statement Breakdown
- Registration History
- Non Core Program Revenue

**4. Guidelines and Procedures Manual Updates - April 2024 – Jessica Winship, President**

A small policy committee consisting of members of the SPRA board conducted a review and refresh of the Guidelines and Procedures Manual. This consists of alignment with government body policy, lessons learned this season and recommendations from panel findings, as well as a clean up related to content, formatting and consistency - which includes the description of the board roles.

The updated Manual was posted on the SPRA website and members were advised via email with a link to the Manual that it has been updated 14 days prior to the AGM, as per our policy requirement.

MOTION to accept the modifications as presented to SPRA's Guidelines and Procedures Manual: Lee Shalapay

Seconded by: Jeffery Lajoie

All in favour - PASSED

**5. Executive Nominations – Run by Phil Bloomfield, Outgoing Vice-President**

This year the board implemented a revised process for board nominations based on lessons learned, with the goal of supporting smooth transition and onboarding. Applicants and nominees filled out a form with key questions and information. A small Board Selection Committee then met with each potential board member to conduct an informal interview/conversation.

As a result, in the event there are new nominees from the floor tonight, the BSC will meet these individuals to walk through the same process prior to board confirmation.

For the election tonight, the process will be:

1. Election Chair will present the Nomination Slate as developed by the Board Selection Committee.
2. Each position will be open to nominations from the floor.
3. Election Chair will ask the membership three times for nominations from the floor.
4. Nomination must be accepted by the Nominee, either in person verbally or in writing.
5. If there is more than one nomination for a position, a vote will occur.
6. Bio's will be read in cases where there are multiple nominations.
7. A vote will follow the nominee presentations.
8. A count of the vote will occur by a minimum of two individuals from the current executive. (Theresa and Kristy)
9. Following the vote tally and confirmation, the Election chair will announce the winner.

Any protest of the Election Results will be reviewed by the Election Chair and two individuals from the current executive, plus one individual as requested by the individual asking for the review of the results.

Ballots will be destroyed upon confirmation of valid & closed election.

Nominations continued as follows:

Position	Current/Outgoing	status
* <b>President</b>	Jessica Winship	Name stands, Elected by Acclamation
* <b>Vice President</b>	Phil Bloomfield	-Elected by Acclamation Dan Stetic
* <b>Secretary</b>	Karie Bell	Elected Jennifer Rolph
* <b>Treasurer</b>	Kevin Kotyk	Name stands, Elected by Acclamation
* <b>Registrar</b>	Theresa Stewart	Name stands, Elected by Acclamation
* <b>U10 Director</b>	Paula Howard	Name stands, Elected by Acclamation
* <b>U12 Director</b>	Jackie Day	Name stands, Elected by Acclamation
* <b>U14 Director</b>	Pam Kennerd	Elected Ashley Byrne
* <b>U16 Director</b>	Ashley Byrne	Elected Dana Gallace
* <b>U19 Director</b>	Leah McBride	Name stands, Elected by Acclamation
* <b>AA Director</b>	Shandra Morin	Elected Pam Kennerd
* <b>Director Player Development</b>	Ian Winship	Name stands, Elected by Acclamation
* <b>Director Coach Development</b>	Angela Kotyk	Name stands, Elected by Acclamation
* <b>Evaluation Coordinator</b>	Mike Stuckless	Elected Mike Neville
* <b>Black Gold League Rep</b>	Amanda Forster	Name stands, Elected by Acclamation
* <b>Fundraising</b>	Lee Shalapay	Name stands, Elected by Acclamation
<b>Active Start Coordinator</b>	Paula Howard	Elected Heather Jensen
<b>Ice Allocator</b>	Theresa Stewart	Name stands, Elected by Acclamation
<b>Director of Officials</b>	Christine Pittman	Name stands, Elected by Acclamation
<b>Equipment Director</b>	Luc Berube	Name stands, Elected by Acclamation
<b>Photo Coordinator</b>	Mireille Sieben	Name stands, Elected by Acclamation
<b>Tournament Coordinator</b>	Kristy Penman	Name stands, Elected by Acclamation
<b>Bingo Coordinator</b>	Kim Bizuk	Name stands, Elected by Acclamation
<b>Website Coordinator</b>	Dayna Bond	Name stands, Elected by Acclamation
<b>Open Division Liaison</b>	Amanda Forster	Elected Katrina Connely
<b>Sponsorship/Marketing Coordinator</b>	Erin Allan	-VACANT-
<b>Social Media Relations</b>	Pam Kennerd	Name stands, Elected by Acclamation
<b>Goalie Development Coordinator</b>		Elected Kim Bizuk
<b>Administrative Support</b>		Elected Jileen Berube
* voting position		

MOTION to accept the members of the 2024/2025 SPRA Executive: Shandra Morin  
 Seconded by: Shelly Rodrigue

All in favour – PASSED

- 6. Open Floor** - Members  
No Questions or discussions

#### **IV. Adjournment**

MOTION to adjourn the meeting: Mike Neville  
Seconded by: Luke Berube  
All in favour – PASSED  
Meeting adjourned at: 8:45 pm

**NEXT MEETING:**  
**NEW Board: May 7, 2024 – 7:00pm**  
**Millenium Place Activity Room**

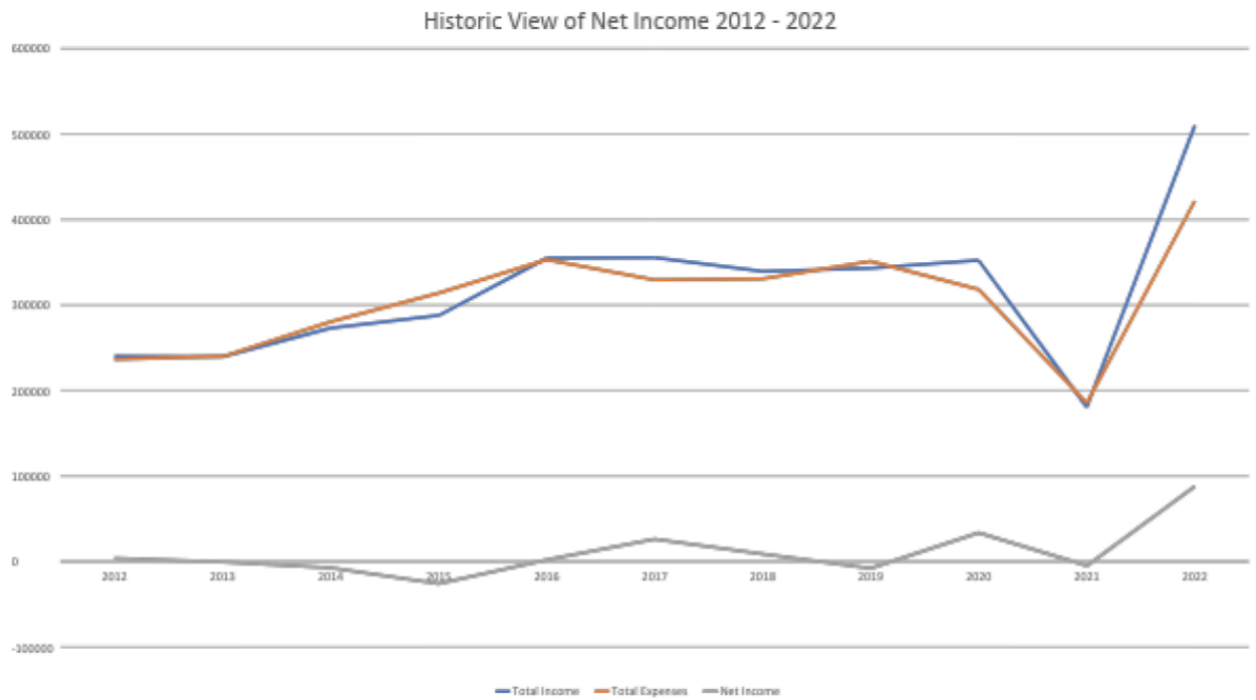
## SCHEDULE "A"

### Audited Balance Sheet – June 30, 2022

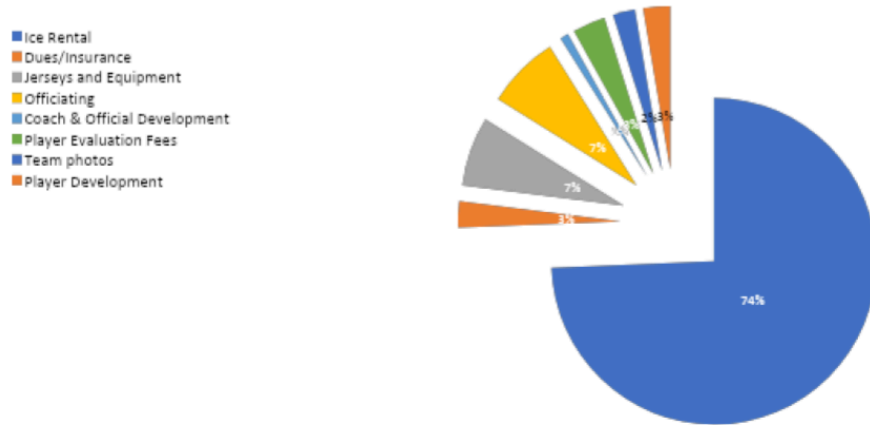
ASSETS		LIABILITIES & EQUITY	
Current Assets		Liabilities	
Chequing/Savings		Current Liabilities	
Account 7215	16.76		
Raffle Account	155.37		
Platinum Ring Account	135.00		
Fundraising Account	166.76		
Bingo Account	4,795.96		
Casino Account	20,117.05		
General account	196,144.30	Other Current Liabilities	
Total Chequing/Savings	221,531.20	Deposits/Deferred Revenue	35,186.93
Accounts Receivable		Total Other Current Liabilities	35,186.93
Accounts Receivable	1,438.33	Total Current Liabilities	35,186.93
Total Accounts Receivable	1,438.33	Total Liabilities	35,186.93
Other Current Assets		Equity	
Prepaid Expense	(1,500.00)	Jersey Reserve Fund	36,805.99
Total Other Current Assets	(1,500.00)	Reserve Fund	62,189.38
Total Current Assets	221,469.53	Retained Earnings	98,161.62
Other Assets		Net Income	88,120.98
Investments	62,189.38	Total Equity	285,277.97
Jersey Fund GIC	36,805.99	TOTAL LIABILITIES & EQUITY	320,464.90
Total Other Assets	98,995.37		
TOTAL ASSETS	320,464.90		

### Audited Income Statement – June 30, 2022

Income			Expense		
Association Registration fees			Program Expenses		
Refunds, discounts & Transfers	-	10,737	Equipment purchases		
Association Registration fees - Other	320,030		Jerseys		
Total Association Registration fees		309,293	Equipment purchases - Other		
Development Camp		6,067	Total Equipment purchases		
Equipment-SalesRent& Sponsorshp		500	Honorarium - Ice		
Fundraising			Ice Rental		
Casino Income	7,075		Officiating		
Direct Sponsorship	1,837		Player Evaluation Fees		
Total Grants/Donations/Sponsors	9,168		Team photos		
Fundraising - Other	22,624		Total Program Expenses		
Total Fundraising		40,704	Coach & Official Development		
Ice Sales	6,494		Fundraising expense		
Peak Performance Registration		29,453	Raffle Prizes		
Interest Income	530		Fundraising expense - Other		
Refund for ref fees		281	Total Fundraising expense		
Platinum Ring		107,258			
Other Tournaments					
Provincials	-	4,765			
Other Tournaments - Other	-	10,779			
Total Other Tournaments	-	15,544			
	-				
Total Income		510,056			
			General & Admin		
			Administration		
			Bank charges & Credit Card fees		
			Dues/Insurance		
			Equipment Storage expense		
			Travel Expenses		
			Web Site Hosting		
			Total General & Admin		
			Peak Performance Expenses		
			Platinum Ring Expenses		
			Player Development		
			Tournaments expense		
			Total Expense		
			Net Income		
			88,121		



## Direct Player Costs Fiscal Year Ending June 30, 2022



## 2021-23 Proposed vs Actual Budgets

	2021/22 Proposed Budget	2021/22 Actual Budget	2022/23 Proposed Budget	2022/23 Actual April 2/23
<b>Revenue</b>				
Registrations	212,462	309,293	245,056	279,737
Development Camp Fees/Tryouts	13,315	6,067		
Equipment Sales		500		
Bingo	5,000	22,624	3,000	3,9874
Casino	7,075	7,075		
Others 50/50	6,500			
Direct Team sponsorship	500	1,837	200	7776
Total Grants/Donations/Sponsors		9,168		12,800
Ice Sales	5,000	6,494	5,000	943.65
Interest Income		530		707
Other Tournaments	5,000	15,544		
Peak Performance Registration		29,453		
Platinum Ring Income	15,000	107,258		
Fundraising Fee	48,500		30,000	96,592
<b>TOTAL REVENUE</b>	<b>316,352</b>	<b>510,056</b>	<b>332,756</b>	<b>487,929.65</b>
<b>Expenses</b>				
Jersey	7,250	11,754	10,000	2632
Equipment	10,000	7,154	10,000	6897
Ice Allocator Honorarium	2,500	2,500	2,500	2,500
Ice Rentals	196,546	204,580	200,000	219,046
Officiating (Ref fees)	21,500	19,673	22,000	22,700
Player evaluations	12,000	8,907	12,000	17,022
Photos	4,750	6,056	6,100	6,835
Bingo concessions		1,182		2,150
Bingo funds paid to teams		10,400		16,750
Cash Recognition		147		200
Official and Coach Development	9,000	2,120	23,000	13,779
Direct Sponsorship less admin				10,367
Raffle prizes from fundraising	10,000	10,000	10,000	10,000
Fundraising expenses		1,464		917
Admin and Advertising	5,000	971		2027
Bank charges (Ramp)	8,400	7,761	8,000	7,327
Dues and Insurance (RAB and BGL)	30,801	7,168	7,200	4,716
Equipment storage rental	4,410	5,015	5,015	3,343
Volunteer Appreciation				1,926
Room rentals		2,116	2,000	1,456
Travel	3,500	1,143	3,500	500
Website hosting	2,500	1,202	1,500	1,800
Peak Performance Expenses		23,527		19,215
Player Development	15,000	7,383	15,000	8,606
Session 3				2623
Plat Ring Expenses		53,317		64,445
Hosting Sadoway Cup				216
RAB Commitment to attend, BGL U12 championships	10,000		10,000	10,000
Other tourney expenses		25,731	5,000	
Development Camp Expenses	10,000			
Social Media	825		825	100
Marketing			8,000	
<b>TOTAL EXPENSES</b>	<b>363,982</b>	<b>421,671</b>	<b>363,640</b>	<b>460,097</b>
<b>NET INCOME (LOSS)</b>	<b>-47,630</b>	<b>88,385</b>	<b>-28,884</b>	<b>\$27,833</b>