



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

🏠	Location: Millenium Place
📅	Date: May 7, 2024
🕒	Time: 7:00pm

MEETING MINUTES

ATTENDANCE:

* President – Jessica Winship ✓	* Equipment Director <i>Luc Berube</i> ✗	Past President <i>Jessica Winship</i> ✓
* Vice President <i>Dan Stetic</i> ✓		Photo Coordinator <i>Mireille Sieben</i> ✓
* Secretary <i>Jenny Rolph</i> ✓	* Fundraising <i>Lee Shalapay</i> ✓	Tournament & Special Events Coordinator <i>Kristy Penman</i> ✓
* Treasurer <i>Kevin Kotyk</i> ✓	* Evaluation Coordinator <i>Mike Neville</i> ✓	Bingo Coordinator <i>Kim Bizuk</i> ✗
* Registrar <i>Theresa Stewart</i> ✓	* Black Gold League Rep <i>Amanda Forster</i> ✓	Website Coordinator <i>Dayna Bond</i> ✗
* U10 Director <i>Paula Howard</i> ✓	Active Start Coordinator <i>Heather Jensen</i> ✓	Open Division Liaison <i>Katrina Connelly</i> ✗
* U12 Director <i>Jackie Day</i> ✓	Ice Allocator <i>Theresa Stewart</i> ✓	Sponsorship/Marketing <i>Vacant</i>
* U14 Director <i>Ashley Byrne</i> ✗	Director of Officials <i>Christine Pittman</i> ✓	Social Media Relations <i>Pam Kennerd</i> ✗
* U16 Director <i>Dana Gallace</i> ✓		Admin <i>Juleen Berube</i> ✗
* U19 Director <i>Leah McBride</i> ✓		Past Vice-President: <i>Phil Bloomfield</i> ✓
*AA Director <i>Pam Kennerd</i> ✗		✗ ✓

ACTION

		ACTION
I. Additions to Agenda	Meeting called to order by J Winship at 7:02pm. Add a standing item for introductions (as needed).	JR - add to Agenda Template.
II. Adoption of Agenda	MOTION to adopt Agenda: M Neville Seconded:L McBride All in favour - PASSED	
III. Declaration of Conflict of Interest	No conflicts of interest were declared based on the meeting agenda..	
IV. Adoption of Minutes	MOTION to adopt Minutes of April 8, 2024: Paula Seconded Kevin Kotyk All in favour - PASSED	
V. Correspondence & Open Issues	<ol style="list-style-type: none"> 1. Welcome New Board Members - Jessica <ol style="list-style-type: none"> a. Orientation Package - Jessica welcomed new and returning board members and discussed the board information packet b. Transition - what usually happens is the past position holder meets with the incumbent to review position description, provide guidance and answer questions. Theresa will close old members out of ramp and add new within the next few weeks. 2. Appointment of VP - Jessica <p>New process this year was followed whereby nominations and pre-AGM board selection interviews took place. Dan was nominated from the floor during the AGM. The selection committee met with Dan, discussed the role and what is required, including heavy workload in September. Dan has</p> 	



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accepted the position. Jessica confirmed Dan as the new VP formally. Welcome Dan!

3. Division Directors - Year in Review Highlights

Deferred to June Meeting to support upcoming season planning.

4. Schedule (Summary) for upcoming season - Jessica

For the June meeting we want to provide a draft schedule about what is coming each month - so the board coming in knows what is coming when.

5. Pre-Season Planning

- REGISTRAR

- i. Proposed Fee Guide

No fee increase for ice this year.

Discussion re: registration fees and required increase to Open division.

MOTION to increase fees for OPEN players by \$25.00: L Shalapay

Seconded: C Pittman
 All in favour - PASSED

- ii. Registration confirmed to Open June 1 and close August 1.

Late Fees = \$100 if registering after August 1

- iii. Summer Ice - Pre-Season Ice and Camps

Summer Ice is in full swing. Spring programs done. Come Try is on May 11. Learn to Play finished May 6. Peak starting end of May (26th). iv. Out of Boundary Requests

Reminder - Out of Boundary Requests – form will be on website - if you know of someone who wants to join, they need to fill out the form.

- EVALUATION DIRECTOR

- i. Schedule, etc. - Theresa to send to Mike. No transition yet - this will be a June item.

- ii. Evaluation Committee Next Steps

Deferred to June to support role transition.



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	<ul style="list-style-type: none"> • EVENTS - discussion on upcoming events: <ol style="list-style-type: none"> i. Come Try Ringette ii. SPRA Day iii. SPRA 50th Anniversary - next September 2025. <p>6. RAB Conference & AGM - Jessica</p> <ul style="list-style-type: none"> • ADRIA/Dare to Care Workshops - how to deal with disputes and conflict. They give workshops to organizations, we could follow up on this if it is helpful to coaches/managers. • Dare to Care deals with bullying in sports. Workshops for athletes, managers, parents and guardians. • First Stripes Program - there was a pilot - minor officials under 18 years of age. • Flex Ringette Program - this is the idea of joining up with associations who wanted 1 game per week and no practices. A few trials. • Ringette for All - cognitive and physical disabilities - a team comes out and runs each ice session - some success and more ice required. Great opportunity for children. • Tiering Committee Update - doing some good work. Do modeling to see where teams will land in the season. Projected fairly well who would land where in south and north areas. • Legal Costs - fairly significant for RAB, depleted reserve funds. • Sr Official of the Year Award - congratulations to Christine!!!! <p>7. REGISTRATION INCREASES - Theresa, Leah, Amanda</p> <ul style="list-style-type: none"> • We will need to look at ice and numbers. Small committee reviewed options and reported back (Theresa, Leah and Amanda). • Expecting 37 teams in 2024-2025, staying at 3 active start, 10 U10 teams, 5 at U12, 5 at U14, moving 1 up U12, U16, U19 and Open going up one more team. • Ice allocation is based on last year's registration. • Challenge with shortage of goalies. • Thank you to the team for that work. <p>8. GOALIE FEES - Kim / Ian</p>	
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	<ul style="list-style-type: none"> 3 options discussed: <ol style="list-style-type: none"> 1) reduce registration by 50% or 2) \$100 from U14 and up - no support at this time 3) 50%, pro-rate younger divisions (ie: if you are playing 50% of the time) <p>MOTION: Reduce goalie registration by 50% for U14 through to Open Division. Rebates will apply to players after rosters are confirmed (by December 15 of 2024-2025 season). Pro-rate part time goalies in U12. if a player plays goalie a minimum 50% of the time, they are entitled to a 25% rebate in registration fees after rosters are confirmed by Dec 15 of the 2024-2025: K Kotyk Seconded: D Stetic All in favour - PASSED</p> Key is to invest in goalie development and attract new goalies. 	
<p>VI. New Business</p>	<ol style="list-style-type: none"> 1. Coach Selection Committee - Angela, Jessica <p>Policy states that all head and prospective coaches submit online application, reviewed, feedback from last year to director of coach development and coach selection committee. Coach selection committee may also look at historical feedback. Chance to refresh requirements, set expectations and mandatory attendance for the head coach. Need more purposeful discussion.</p> 2. AA Open Skate Proposal - Angela, Pam <ul style="list-style-type: none"> Open House - (U14AA specifically) there is a need to attract participants - looking at numbers coming up, host an open house in June when registration opens, where past U14AA coaching team runs the ice, invite athletes moving up, reach out to Fort Sask, Leduc, Beaumont to the skate. Free skate. Have a room where athletes can answer questions. Have past athletes come to answer questions. June 1 = Saturday night. Goals - retain athletes in SPRA and help with overall player development and keep the U14AA team going. Attract athletes from other areas that don't have AA programs. <p>MOTION: Support to move forward with a U14AA Open House on June 1, 2024, pending approval/sanctioning and insurance provisions are in place: A Forster Seconded: L McBride All in favour - PASSED</p> 3. Tournament Dates - Kristy <ul style="list-style-type: none"> Tournament dates and potential divisions/team numbers for blocking hotels. 	



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	<ul style="list-style-type: none"> ○ Phyllis Sadoway Sept 13-15 (AA), 4 teams including ours. Confirm with Pam and last meeting minutes. ○ Platinum Ring Nov 8-10 (U12-U19 including all 3 AA's), ○ Mini Platinum Ring including U10 Step 3's (tbd Feb 2025). SPRA teams are free ○ Provincials - March 21-23 - we would host 2 divisions ○ 1st tournament committee meeting to take place later in May for pre-planning. ○ Theresa to apply for sanctioning to get uploaded for registration. ○ Rules for Phyllis Sadoway - Christine/Pam/Joleena Funnel to follow up on the tournament rules. 	
<p>VII. Reports by Executive Members</p>	<ul style="list-style-type: none"> ● President - Jessica Winship - Nothing additional. ● Vice President - Dan Stetic - None ● Secretary - Jenny Rolph <ul style="list-style-type: none"> ● Fill out the contact info form - I will send the link out one more time. ● Join the whatsapp chat. ● Complete your CRC. ● Treasurer - Kevin Kotyk <ul style="list-style-type: none"> ○ New Board members - registering the new director in the societies act on the corporate registry, then can go to the bank and get new signatories with RBC. ○ Kristy needs a copy of the filing for the Societies and financials for the Crest Grant (after societies act updated and submitted). ● Registrar - Theresa Stewart - None ● U10 Director Paula Howard - None ● U12 Director Jackie Day - None ● U14 Director Ashley Byrne - None ● U16 Director Dana Gallace - None ● U19 Director Leah McBride - None ● AA Director Pam Kennerd - None ● Coach Development Coordinator - Angela - Dan mentioned exit interviews were a really good idea. Not mandated for all teams. Angela to take this away. Consider a coach/manager 	



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appreciation event next year to reinforce positive behaviours and those who go above and beyond.

- Black Gold League Rep Amanda Forster - AGM is on Saturday - Amanda - feedback is U19AA provincial league HUB weekend. Taking feedback to BGL. Feedback from other AA associations as well - proposal about the Hub weekend to make it fair, north and south hub.
- Photo Coordinator Mireille Sieben - None
- Tournament Coordinator Kristy Penman - None
- Evaluation Coordinator Mike Neville - None
- Bingo Coordinator Kim Bizuk - None
- Registrar Theresa Stewart - None.
- Equipment Director - Luc Berube - Completed 2 equipment returns. Still some outstanding equipment. Will set up a third before the end of the month. Will complete inventory over the summer and re-order equipment. Preliminary needs: team pinnies, pylons, first aid kits, ice packs. Need to update equipment. Plan to buy/replace 6-8 chest protectors. Need to look at options for people who don't have cheques. Will look into whether a signed statement is adequate and legally binding. Will follow up prior to the next meeting.
- Website Coordinator Dayna Bond - None
- Open Division Liaison Katrina Connelly - None
- Active Start Coordinator Heather Jensen - None
- Fundraising Lee Shalapay - Fundraising - Lee - No updates. online raffle for a signed oilers stick. Send out to our members. Theresa to send out to all members to advertise.
- Player Development - Ian Winship - Karie was talking to the coaching staff about player report cards? Inform on evaluations later Was this done last year? Jen to ask Karie about this and loop in Jessica. Per team, not per coach. Angela would also need to look at.
- Social Media Relations - Pam Kennerd - None
- Ice Allocator Theresa Stewart - got our ice! Yay!



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VIII. Adjourn Meeting	MOTION to ADJOURN Meeting: Amanda Seconded by: Leah All in favour - PASSED Time: 9pm NEXT MEETING: Tuesday, June 4, 2024	



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SUMMARY OF ACTION ITEMS

Action Items	Owner(s)	Deadline	Status
Theresa and Lorna to connect with Kevin re: invoices for Pre-Season Ice and Camps.	Theresa and Lorna	Next Meeting	New
Theresa to send evaluation schedule to Mike.	Theresa Stewart	Next Meeting	New
First Stripes program – Christine to look into this to see if SPRA should pursue. Connect with Paula about doing this for Step 2 next year.	Christine Pittman	Next Meeting	New
Flex Ringette Program – Dan and Jessica to loop back with Leah and Dan after BGL AGM.	Dan Stetic Jessica Winship	Next Meeting	New
Criminal Record Checks – all board members to complete and upload to RAMP.	All Board Members	Next Meeting	New
New Board Filing – Societies Act – Kevin	Kevin Kotyk	TBD	New
Player Development Coach Survey – Jenny to follow up with Karie on this to see what was done last year.	Jenny Rolph	Next Meeting	New



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MOTION to increase fees for OPEN players by \$25.00: Lee Seconded: Christine All in favour - PASSED	
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MOTION: Support to move forward with a U14AA Open House on June 1, 2024, pending approval/sanctioning and insurance provisions are in place: Amanda Seconded: Leah All in favour - PASSED	