



Executive Board Meeting

MP Activity Room

June 10, 2025

6:30pm

MEETING MINUTES

ATTENDEES:

* President <i>Dan Stetic</i> ✓	*Director of Player Development <i>Paula Howard</i>	Past President <i>Jessica Winship</i>
* Vice President <i>Vacant</i>	*Director of Coach Development <i>Chester Mah</i> ✓	Photo Coordinator <i>Mireille Sieben</i> ✓
* Secretary <i>Jenny Rolph</i> ✓	*Director of Officials <i>Christine Pittman</i> ✓	Tournament & Special Events Coordinator <i>Sarah Cyr</i> ✓ and <i>Tanya Kloos</i> ✓
* Treasurer <i>Kevin Kotyk</i>		Bingo Coordinator <i>Mireille Sieben</i> ✓
* Registrar <i>Theresa Stewart</i> ✓	* Evaluation Coordinator <i>Mike Neville</i>	Website Coordinator <i>Dayna Bond</i>
* U10 Director <i>Heather Jensen</i>	* Black Gold League Rep <i>Cory Spooner</i>	Open Division Liaison <i>Katrina Connelly</i>
* U12 Director <i>Jackie Day</i>	Ice Allocator <i>Theresa Stewart</i> ✓	* Sponsorship/Marketing/Fundraising <i>Anthony Gallace</i> ✓
* U14 Director <i>Kristin Greenwood</i> ✓	Equipment Director <i>Luc Berube</i>	Social Media Coordinator <i>Pam Kennerd</i>
* U16 Director <i>Amy Birkbeck</i> ✓	Active Start Coordinator <i>Heather Jensen</i>	Admin <i>Jileen Berube</i>
* U19 Director <i>Ashley Byrne</i> ✓	Goalie Development Coordinator <i>David Williams</i> ✓	
*AA Director <i>Bob Dul</i> ✓		*Voting Member ✗ ✓

1. Welcome, Introductions (As Needed) - President

Meeting called to order 6:34pm

2. Additions to Agenda – President

No additions

3. Adoption of Agenda – President

Motion to adopt the agenda: Ashley, Seconded by Christine, all in favour motion carried.

4. Declaration of Conflict of Interest (Based on Agenda) - President

None declared.

5. Adoption of Meeting Minutes – President

Motion to adopt the agenda: Jenny, Seconded by Amy, all in favour motion carried.

6. Agenda

a. Appointment of Officers (Dan)

- Motion: To accept the appointment of the following officers for the 2025-2026:
 - Ice Allocator Theresa Stewart
 - Equipment Director Luc Berube
 - Active Start Coordinator Heather Jensen

- Goalie Development Coordinator David Williams
- Past President Jessica Winship
- Photo Coordinator Mireille Sieben
- Tournament & Special Events Coordinator - Sarah Cyr and Tanya Kloos
- Bingo Coordinator Mireille Sieben
- Website Coordinator Dayna Bond
- Open Division Liaison Katrina Connelly
- Social Media Coordinator Pam Kennerd
- Fundraising absorbed into Marketing Position
- Motion to accept the appointment of the officers as listed for the 2025-2026 by: Dan Seconded by Theresa, all in favour motion carried.

- b. Update - Vice President Search (Dan/Jenny)
 - Did have one person who expressed interest but no response.
 - Sent call out on membership via social media and via email - no response.
 - Kevin interim VP while the search goes on.
 - Keep posted on website - we need to get this filled. Too challenging to work without a VP as it is a key position.
 - Consider additional push August 1 to gauge interest.
- c. Update - Breach of Confidentiality Allegation (Dan)
 - reviewed by disciplinary chair suggested by RAB
 - reviewed info presented - no breach of confidentiality, however there was a note re: an error in judgement by director in getting involved
 - just something to keep in mind in terms of your role as a parent and your role as a board member
 - bring to executive if required (President, VP, Secretary, Treasurer)
- d. BGL Meeting Update (Dan)
 - BGL is looking at more week day games for AA and A, B, C stream - would alleviate blackouts for weekends and tournaments - this causes a lot of frustration for BGL
 - not proposed formally - tabled as an idea for discussion
 - may be a challenge for SPRA for ice - our week day slots are 90 minutes
 - bring back for discussion with ice allocators if it becomes a formal discussion
 - game sheets are improving, ensure goalie information is entered and updated
 - exhibition games - would like 2 weeks notice if possible, realize this is challenging with team start ups. Can work with a week but would prefer 2.
 - ensure teams do not schedule their own exhibition games and schedule their own refs - make sure we are following BGL rules
 - discussion to move Step 2 to full ice for session 2 (2025-2026 season)
 - No info about when the decision will be made. Stay tuned. RAB and BGL discussing.
- e. Form Policy Review Committee (Dan)
 - Appoint Jessica Winship, Past President as Chair
 - policies need some updating, significant challenges ie: discipline policy, abuse policy, time for a clean up
 - Jessica has agreed to chair
 - Call for participants to help Jessica move this along - need help from board members
 - goal is to get this completed this year
 - Anyone interested? No volunteers at this time.
 - Motion to appoint Jessica Winship as the Chair, Policy Review Committee made by Dan, seconded by Amy, all in favour motion carried.
 - could bring sections of the policies for review at each board meeting if we don't get volunteers - tackle it piece by piece
- f. Written Reports from Directors (moved to Secretary update)
- g. Ringette Alberta Safe Sport Policies

- Motion by Dan: SPRA will review Ringette Alberta Safe Sport Policies and adopt the policies in alignment with current SPRA Guidelines and Procedures during the 2025-2026 term. Seconded by: Ashley All in favour, motion carried.
 - Paula offered to help out. Thank you Paula!
 - h. Fairness and Safety in Sport Act
 - <https://www.alberta.ca/system/files/ts-fairness-and-safety-in-sport-fact-sheet.pdf>
 - may mean that AA and Open move to female only?
 - Pending information/direction from RAB
 - i. Secretary Update
 - Proposed Meeting Dates for 2025
 - July - No Meeting
 - August - Wednesday Aug 13, 2025
 - September - No Meeting
 - October - Tuesday Oct 14, 2025 (after Thanksgiving?)
 - a. proposed move to October 7 - still a Tuesday
 - November - Wednesday Nov 12, 2025 (after Remembrance Day? fall break)
 - a. proposed November 3 Monday
 - December - Tuesday, Dec 9, 2025
 - [End of Season Board Survey](#) - Last Call - only 4 responses
 - Criminal Record Checks - Vulnerable Sector (Jenny and Theresa)
 - expiring around November: Jileen, Mireille, Jessica, Christine, Kevin, Pam
 - [Code of Conduct Form](#) - need outstanding responses from:
 - Theresa Stewart
 - Jackie Day
 - Bob Dul
 - Chester Mah
 - Christine Pittman
 - David Williams
 - Jessica Winship
 - Sarah Cyr
 - Pam Kennerd
 - Jileen Berube
 - Board Information Package - next meeting (Jenny)
 - [Board Contact Info Form](#) - outstanding responses from:
 - Bob Dul
 - Christine Pittman
 - David Williams
 - Jessica Winship
 - Katrina Connelly
 - Pam Kennerd
 - Jileen Berube
 - Suggestion re: Director Updates
 - Discuss new format for director updates - online doc to provide updates in advance of meeting and forgo round table.
 - Action: Jenny: Set up online form and reminders for online updates in advance of August meeting.
 - [New RSVP Form](#)
 - j. Event Planning (Sarah and Tanya)
 - Ardrossan Parade - June 14 - this Saturday! Starts at 11am, participants arrive at 10am- planning is going well, have 20 participants, 6 parent volunteers, working on getting banners and jerseys from Luc, gift certificates for the participants. Need a good bluetooth speaker(s) for music!
 - Action Tanya/Sarah: Send a note to Pam to share parade details on social media

- 50th Anniversary - no updates
- k. Evaluations - Skills and Drills Update (Mike)
 - see updated drills sent via email and provide comments back to Mike if required
 - general consensus that drills are good - Mike has go ahead to get videos created
 - pre-skates will be in place so players can trial the skills and drills before evaluations
 - Action: Mike/Dayna - get these posted to the website on Aug 1, 2025 (not before)
 - Action: Mike - get videos created
- l. Volunteer Organization Coordinator (Dan)
 - looking for someone to liaise with local volunteer organizations and see what they may be able to bring us in other areas ie: slurpee machines, popcorn machines, board development programs - what is out there that we may be able to utilize?
 - there are some organizations ie: volunteer strathcona, ECVO and provincial govt that has programs to help non-profit organizations
 - need someone to dive in and keep an eye on opportunities
 - call for volunteers from board members - let Dan know if you are interested
 - could add to the newsletter and make a call for participants, potentially a callout on social media for volunteers
 - leave for discussion next meeting as well
- m. RAB AA Committee Update (Bob)
 - 20 attendees across the north, lots of smaller associations
 - good reception of the idea
 - will get a copy of the presentation for posting on the website and share with members
 - many questions were very situational/scenario based
 - Bob has received a few calls for general info and has redirected members to consult the website
 - Goal - in early July - get AA selected coaches to review process in detail so they are set up for success
 - reiterated this is a pilot for 14AA for 2025-2026 season
 - RAB is putting policies in place to prevent "players chasing wins" (ie: registering for more than one club, leaving an association with an association that has a rebuild year, athletes will have to make a case to make that transfer)
 - Action: Bob/Dayna post presentation to SPRA website when available
- n. Strategic Planning - Facilitated Workshop (Jenny and Dan)
 - defer to next season due to resource availability - keep on our radar
- o. Provincials / Championship Hosting Update - (Theresa)
 - we are not hosting anything this year
- p. Hardship Fund (Dayna/Jenny)
 - No update
 - consider posting resources on our website for associations/resources for those who need it
 - Action: Reminder for Jenny to connect with Dayna
- q. Alberta Winter Games Update - Amy and Ashley
 - format this year different from last
 - birthyears 2010-2011, top 15 skaters + top 2 goalies from each zone
 - no semi finals
 - everyone guaranteed 4 games
 - coach applications open, selection in August
 - registration open until after AA registration is closed
 - evaluations October/November
 - ice – 30 athletes per skate group
 - remote communities may be assessed at league games
 - some concerns about 9 associations in our zone - we get 15 players and Edmonton gets 15 players
 - ideally 4 coaches

- in person training event prior to games - multi day camps, week after new years in Leduc, all teams present

7. Committee Members - FYI

Committee Name	Committee Members
AA Coach Selection Committee	Chester Mah - Director of Coach Development Ashley Byrne - U19 Director Amy Birkbeck - U16 Director Kristin Greenwood - U14 Director Dan Stetic - President Bob Dul - AA Director

8. REPORTS BY EXECUTIVE MEMBERS

- **President** - Dan Stetic
- **Vice-President** - Vacant
- **Secretary** - Jenny Rolph
 - Action Items from Last Meeting
- **Treasurer** - Kevin Kotyk - no updates
- **Registrar** - Theresa Stewart - opened June 1, 116 registered right now, ice times that we are not using in July, U16-U19 shinny - has to be players that are registered, sanctioned by RAB, cost recovery for players, need some player volunteers. Let's try it and make it happen.
- **Ice Allocator** - Theresa Stewart - we have some available ice times that we are not using in July, U16-U19 shinny - has to be players that are registered, sanctioned by RAB, cost recovery for players, need some player volunteers. Let's try it and make it happen.
 - Need to know what RAB is doing with UMA's to finalize schedule -
- **Active Start** - Heather Jensen - no updates
- **U10 Director** - Heather Jensen - no updates
- **U12 Director** - Jackie Day - no updates
- **U14 Director** - Kristin Greenwood - discussion re: Beaumont
- **U16 Director** - Amy Birkbeck - no updates
- **U19 Director** - Ashley Byrne - RAB made shoulder pads mandatory - good news! No lacrosse gloves.
- **AA Director** - Bob Dul - thanks to those that stepped up to help with AA coach selection
- **Open Division** - Katrina Connelly - had another group that asked to join SPRA - too late - but for future there are entire teams that are looking to join the entire association - but we don't have ice.
- **Player Development Director** - Paula Howard - no updates
- **Coach Development Coordinator** - Chester Mah - update sent via email:
 - Peak has begun.
 - U14: 20 skaters, 1 goaltender. Some requests of U12 players to join, and did not accept. 1 player has withdrawn, and will receive partial refund.
 - U16: 22 skater, 3 goaltenders. 1 goaltender out due to injury (unrelated to ringette). Two late skater entries were added to the U16 group.
 - U19/16AA: 25 skaters, 3 goaltenders
 - Updates made to the SPRA website, with useful links for coaches and a link to the AWG coach application - thanks Dayna!

- Coach Applications: updated application form including the recommendations received, and is ready to post. Just need to confirm the application window. Jun 15 to Aug 1st?
- New SPRA document to be published: "Coach's season handbook", similar but different to Manager's handbook. Expect to launch at the same time as the coach's application.
- Coach feedback results reviewed. Some content was used for the revisions to the coach application form as well as the new Coach handbook
 - Feedback highlights:
 - 106 responses (67 were anonymous)
 - AS: 5
 - U10: 22
 - U12: 27
 - U14: 18
 - U16: 20
 - U19: 14
 - A lot of positive comments for the coaches, need to find an effective way to share and provide the feedback to these great volunteers. Some negative comments, not all that constructive.
 - A few comments requesting more shooting clinics, power skating, goaltender development. Need to look at ways to incorporate these skills into practice plans, not just adding more development sessions; These are coach development opportunities to look into.
 - Some unrealistic expectations in the comments, such as less parent coaches, U12 goalies playing 75% or more, more ice time, less shared ice practices, disappointment in evaluation and team selection, avoid evaluation timing during Sept long weekend, U19 roster size too large.
 - There is bias in the feedback, and with response numbers of only 24% (106 out of 445), it is difficult to understand and prioritize the needs for improvement. I will be working on a revised feedback form and propose this to the board, with the goal of increased response participation, tracking, scoring system, and ultimately the main objective of supporting and developing our coaches and providing results back to the coaches at mid-year and year-end.
 - Question for the board, what coach recruiting has been tried in the past? Do we need more female coaches? More non-parent coaches? Seeking ideas for this. Maybe we can make a fun instagram reel to recruit? Or a Come try ringette coaching event? Could we get organized in time for the last U14/16 Peak ice time (June 22)?
- **Goalie Development Coordinator** - David Williams
 - have been in discussions with Nathan at True North re: goalie development over the summer
 - expanding their operation hired on Goalie Open C as a lead ringette coach - sit down and develop a plan for next year - great news
 - can help with evaluations - sessions and scrimmage
- **Director of Officials** - Christine Pittman - no update
- **Black Gold League Rep** - Cory Spooner - no updates
- **Marketing/Sponsorship** - Anthony Gallace - Riverhawk event this Thursday - lower numbers than what we expected, build on for next year. Poster in Millenium Place promoting registration in the next week or so in place for 3 months.
- **Photo Coordinator** - Mireille Sieben
 - booked with Infinite Eye Oct 28-29-30
- **Tournament Coordinator** - Tanya Kloos and Sarah Cyr - no updates
 - have a lot of medals we can't use anymore - can give out at learn to play or come try ringette
 - order new medals for this year
- **Evaluation Coordinator** - Mike Neville [see updates sent via email]
- **Bingo Coordinator** - Mireille Sieben
 - went to AGM, resigned contract with WEM
 - Friday and Saturday - needs to increase workers by 2
 - try 1 new game in the future - getting rid of Lucky 13 games
 - want to expand online bingo they have
 - Per bingo per club averaging \$2100 per monthly bingo, pay out \$1800 per team
 - Bingo coming up next Friday

- **Equipment Director** - Luc Berube
 - Completing summer equipment inventory and re-stocking plan
 - First batch of jerseys should be arriving this week. Will review ASAP.
 - Rented additional storage unit for Tournament Coordinators, and for storing some boxes of documentation. Most of these documents are old. Do I just get them shredded? Dan to talk to Luc about shredding.
 - Still have approx 600 old jerseys left to sell. Most players who wanted one got one. Need to resend to parents and coaches. Could set up sets of practice jerseys if anyone wants them. Reach out to Equipment. Jenny add to newsletter and Pam post on social media (proceeds donated)
- **Website Coordinator** Dayna Bond - no update
- **Social Media** - Pam Kennerd - no update

Motion to adjourn the meeting: Theresa, Seconded by Ashley, all in favour - motion carried.

NEXT MEETING:

WEDNESDAY AUGUST 13, 2025 | 6:30pm | Millennium Place

Motions from SPRA Board Meeting – June 10, 2025

1. Adoption of Agenda

- Motion by: Ashley
- Seconded by: Christine
- Outcome: Carried

2. Adoption of Meeting Minutes

Motion by: Jenny

- Seconded by: Amy
- Outcome: Carried

3. Appointment of Officers for 2025–2026 Season

- Motion by: Dan
- Seconded by: Theresa
- Outcome: Carried
- Appointed Roles:
 - Ice Allocator: Theresa Stewart
 - Equipment Director: Luc Berube
 - Active Start Coordinator: Heather Jensen
 - Goalie Development Coordinator: David Williams
 - Past President: Jessica Winship
 - Photo Coordinator: Mireille Sieben
 - Tournament & Special Events Coordinators: Sarah Cyr & Tanya Kloos
 - Bingo Coordinator: Mireille Sieben
 - Website Coordinator: Dayna Bond
 - Open Division Liaison: Katrina Connelly
 - Social Media Coordinator: Pam Kennerd
 - Fundraising absorbed into Marketing

4. Appoint Chair of Policy Review Committee

- Motion by: Dan
- Seconded by: Amy
- Outcome: Carried
- Chair Appointed: Jessica Winship

5. Adopt Ringette Alberta Safe Sport Policies

- Motion by: Dan
- Seconded by: Ashley
- Outcome: Carried
- Note: Paula offered to assist with implementation

6. Motion to Adjourn Meeting

- Motion by: Theresa
- Seconded by: Ashley
- Outcome: Carried