



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

Executive Board Meeting

MP Activity Room

March 11, 2025

6:30pm

MEETING MINUTES

INVITEES:

* President – <i>Jessica Winship</i> ✓	*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>Mireille Sieben</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>David Williams</i> ✗	
*AA Director <i>Pam Kennerd</i>		*Voting Member ✗ ✓

1. Welcome, Introductions (As Needed) - President

2. Additions to Agenda – President

3. Adoption of Agenda – President

Motion to Adopt: Kevin

Seconded by: Ashley

All in favour - motion carried

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

None

5. Adoption of Meeting Minutes – President

Motion to Adopt: Lee

Seconded by: Leah

All in favour - motion carried.

6. Agenda

- a. Hardship Fund - Dana
 - With our financial situation - can we make a plan to create a hardship fund to cover the registration fees
 - **Action: Jenny send out email to neighbour associations**
 - **Action: Jenny add to April agenda for review**
- b. Budget update (including financial position) - Kevin
 - Kevin presented a YTD financial report
 - Ice, RAB fees and officials increasing across the board
 - Jerseys will draw down the reserve
 - AGLC funding allowances changed recently - we need to confirm we are onside of this (fyi for Kevin)
 - **Action: Kevin - next meeting provide another update and plan for audit/internal review in advance of AGM so this can be shared at AGM.**
- c. Fundraising Update (Raffle Tickets) - Lee
 - Raffle went well - general consensus is that a later date was well received
 - Goal for next year - get tickets out before Christmas and do a February draw (confirming this feedback via year end survey)
 - Other raffles - everything is submitted, reporting wise. Mini Platinum Ring and Provincials to do.
- d. Women in Sport Night at the Crusaders - Anthony
 - Big thank you to SinBin for partnering with us - awesome to deal with
 - Overall the night was a success. With the help of Sin Bin and some volunteers, we were able to promote our association and the sport right here in Sherwood Park.
 - We had 7 teams attending including U10 S1-1, U12B-1, U12B-2, U16A, U16 B1, U16C, and U19B-2.
 - During the opening faceoff, we were able to have Amelia Boisvert, one of our graduating athletes recognized along with Katie Losty, an 11 year veteran with SPRA and the goalie for the U19B team.
 - At the first intermission, we also had the U12B team participate in a shootout as well.
 - Huge thanks to the volunteers from the board including Jessica Winship, Lee Shalapay and especially Jennifer Rolph for all of the extra work getting set up and taking down for the evening.
 - Also wanted to recognize and thank our athlete volunteers including Taryn Shalapay, Brooklyn Cyr, Mackenzie Shelley, Aleena Stetic, Avery Kozak, Charlotte Perks, Amy Heinrich and Olivia Evans.
 - From the Crusaders perspective, it was a great event. Not many tickets were purchased in advance, so the charity angle with Strathcona County Food Bank didn't get a lot of traction, but they had a really good turnout with lots of tickets purchased at the door. They want to run the event again next year with a few tweaks.
 - Thanks everyone for the support in making this a success.
 - Crusaders were happy with how the event went - good turnout
 - Great job Anthony organizing!
 - Do again next year? Yes!
- e. Legal Support - Jessica
 - Policy changes - need legal support/review
 - Circulated to some local firms - got 3 quotes
 - Quotes \$375 - \$600 depending on resource
 - See three quotes per policy in appendix
 - Moving forward with Sportlaw for legal support
 - Why do we need legal support? To review formal complaints and advise on policy changes.
 - **Action: Treasurer to add as a line item in budget going forward**
- f. RAB AA Committee Update - Jessica
 - November 2024 - ED of RAB talked to presidents across northern AB about AA changes. TOR put forward. JW took back to coaches and AA director.

- RAB held a meeting with all North Associations in December in December, all attended and provided feedback.
 - Craig nominated to be AA rep for SPRA for the December meeting - by AA Coaches and AA Director.
 - Feedback was that the process was moving too fast, need to discuss solutions
 - Wanting to align north and south
 - Updated TOR shared and additional feedback gathered
 - Finalized TOR - meeting on Monday - Pam attended
 - AA Director Update from March Meeting:
 - This is proceeding and we need to provide input and feedback
 - Incoming President and AA director will be the SPRA reps on the committee and bring back discussion to board, and gather feedback/input to inform (including from coaches)
 - Will carry forward into next season
 -
 - Competitive equity between North and South zones
 - AA coaches and upcoming coaches need to be part of the conversation - background, history and experience, diversity of thought
 - SPRA needs continuity in the voice
 - Also has implications beyond AA - trickle down impacts
 - Consider a position paper - so current board thoughts are captured and we have continuity with season changeover -
 - **Action: Pam has created this already - ensure a copy is shared and get a copy and retained for SPRA board our records**
 - **Action: Jenny reach out to Pam for the background document**
- g. Bylaw Committee Update - Dan
- Meeting was held - scoping exercise - long process
 - Received copies of SARA bylaws - good start, these are recommended as best practice by RAB, and align with RABs
 - Committee has a member from the association
 - Two options:
 - 1: Use what we have now - defer to next season
 - 2: Committee to work on it and bring to the April board meeting
 - Recommend move forward with Option #2
- h. Confirm Membership Fees 25/26 - Theresa
- New costs from RAB - coming in
 - Review what we are charging for Open - they have had a lot more games, therefore they are incurring more ice time costs - ensure we are getting cost recovery
 - New players \$475, returning players \$425
 - Get feedback from Christine and Katrina
 - **Action: Jenny add to April agenda**
 - **Action: Amanda to connect with Katrina - re: poll of planned returning players**
- i. Jersey Committee - review quotes - Luc
- include quotes in minutes
 - Confirm we do not need to have a number on the front - RAB policy
 - from copilot: Ringette Alberta's technical regulations do not specifically require a number on the front of the jersey. The guidelines primarily focus on ensuring that each player has a unique number on the back of their jersey for clear identification during game
 - Budget was \$110,000. Actual spend is projected to be \$76,500

Motion by Lee: Move forward with Athlete Standard to purchase a full new set of ~1500 jerseys at a cost of \$67,500 plus \$9000 for 50th anniversary patches.

Seconded by: Mike

All in favour - motion carried.

- **Action Kevin and Luc: formalize plan for reveal at the AGM. Athletes to wear samples.**
- What do we do with the old jerseys?
 - Propose: sell for \$5 each to all current players
 - can use for next season as practice jerseys or for evaluations
 - could give to graduating players
 - Open jerseys - let Thursday and Sunday shinny players know - they would welcome the jerseys
 - Motion by Jenny: Any funds collected from current SPRA jersey sales will be donated to a charitable organization.
 - Seconded by: Amanda
 - All in favour, motion carried.
 - **Action - Ashley: Send communication to managers chat to let teams know not to take off the name bars just yet - in case players want to keep them**
 - Huge thank you to the jersey committee and the athletes who participated - awesome well done! Lots of work!!!

- j. 2025 Spring/Summer Ice - Theresa
 - schedule done, registration open for learn to play, just went out on social media
 - Learn to play - 4 weeks in April - 4 Mondays
 - also advertising in Rec guide

- k. BGL updates - Amanda - no updates

- l. Peak Update - Angela and Ian
 - see PEAK Plan in Appendix

7. REPORTS BY EXECUTIVE MEMBERS

- **President** - Jessica Winship
- **Vice-President** - Dan Stetic
- **Secretary** - Jenny Rolph
 - Action Items from Last Meeting
 - AGM Prep
 - create agenda and send out official notification of meeting to membership by end of March (sooner if possible)
 - 6:30pm START
 - consider survey for next year board - what date and time works
 - send out a reminder of how the board nomination committee works, voting positions dealt with at AGM
 - these are the open positions, this is how you can volunteer
 - create a list of different committees - are you interested in these committees - then you can volunteer, expectations of board members attendance, action items, participate in committees
 - send an email to board members and poll for different committees they served on this year?
- **Treasurer** - Kevin Kotyk
- **Registrar** - Theresa Stewart
- **Ice Allocator** - Theresa Stewart
 - applying to host 16A and 19A provincials next year
- **Active Start** - Heather Jensen
- **U10 Director** - Paula Howard

- **U12 Director** - Jackie Day
 - C group done, C2 came in 4th for championships
- **U14 Director** - Ashley Byrne
 - 14B provincials finished first in the north - provincials this weekend
 - 14C provincials next weekend - we are hosting
 - spring ringette - lots of out of registration players, lots of goalies, going 3x3 due to registration numbers
- **U16 Director** - Dana Gallace
 - 16A was south for provincials - beat Edmonton, finished 6th
 - both 16B teams won 1st, starting provincials this weekend in Medicine Hat
 - 16C 119 athletes, we are hosting with 14C, 170 athletes playing - separate banquets
 - March 16 - looking for two slots - volunteers U12 championships timekeepers - let her know
- **U19 Director** - Leah McBride
 - 19AA and 19A done, both B teams qualified for provincials.
- **AA Director** - Pam Kennerd [see email update from Pam]
 - 14A battled hard right to the end - impressive group of athletes
 - 16AA - played 3 round robin games and done. Lost one and tied against two teams going to nationals. Very competitive.
 - 19AA - very competitive - almost all games 1 goal apart. Our athletes fought hard!
- **Open Division** - Katrina Connelly
 - Updates from Amanda
 - Open A selects did quite well - 1 loss and 2 ties
 - overall really good - Katrina has some work to do with NAWRA and re-tiering
- **Player Development Director** - Ian Winship
- **Coach Development Coordinator** - Angela Kotyk
- **Goalie Development Coordinator** - David Williams [copy in email from David]
- **Director of Officials** - Christine Pittman
- **Black Gold League Rep** - Amanda Forster
 - checked in with Christine about numbers on - not required
 - two Ringette Canada and RAB suspensions 16AA and 19B
- **Marketing/Sponsorship** - Anthony Gallace
 - Riverhawks game coming up - messaging going out to teams - send out a reminder.
 - Free tickets for athletes and discounts for families
- **Photo Coordinator** - Mireille Sieben
 - in discussion for next year (shipping charges)
 - will stay on for next year as Photo Coordinator
- **Tournament Coordinator** - Kristy Penman
- **Evaluation Coordinator** - Mike Neville
 - files are in Mike's garage - lockbox/storage - locked filing cabinet?
 - purchase a filebox or wheelie file box for storage unit - to store for next year - secure area
- **Bingo Coordinator** - Mireille Sieben
 - renewed license for 2 years - got that this week
 - need more cheques from Kevin
 - will stay on for next year as Bingo Coordinator
- **Equipment Director** - Luc Berube
 - 7 promo posters in storage unit - put in managers chat if people want them for provincials
 - 500 SPRA pins - lots to share
 - equipment pickup in April
- **Website Coordinator** Dayna Bond
- **Social Media** - Pam Kennerd

Motion to Adjourn the meeting: Lee

Seconded by: Theresa

All in favour, motion carried.

NEXT MEETING:

**Board Meeting | 08-APR-2025 | 6:30PM | Millennium Activity Room
AGM | 23-APR-2025 | 6:30pm | STRATHCONA COUNTY COUNCIL CHAMBERS**

8. LIST OF MOTIONS

Motion	Made by	Seconded by	Outcome
To adopt the agenda.	Kevin K	Ashley B	All in favour - motion carried.
To adopt the meeting minutes.	Lee S	Leah M	All in favour - motion carried.
Move forward with Athlete Standard to purchase a full new set of ~1500 jerseys at a cost of \$67,500 plus \$9000 for 50th anniversary patches.	Lee S	Mike N	All in favour - motion carried.
Any funds collected from current SPRA jersey sales will be donated to a charitable organization.	Jenny R	Amanda F	All in favour - motion carried.
Motion to Adjourn the meeting	Lee S	Theresa S	All in favour - motion carried.

Appendix



SPRA Legal Support – Three Quotes

Cooper Regal¹

- Speciality in administrative law and claims
- Main lawyer \$600 per hour, potential to negotiate to a lower rate
- Administrative support, hourly to be negotiated
- Previous capacity indication to support SPRA turned out not to be feasible

Field Law

- Provides training to Ringette Alberta's disciplinary committee
- Speciality in working with sport associations and regulatory bodies
- Full team of administrative and regulatory lawyers who practice across Alberta and Western Canada
- Main lawyer \$585 per hour, with other lawyers on the team starting at \$375 per hour and up

Sport Law

- Provides legal hearing support and advice to Ringette Alberta
- Speciality in working with sport associations and regulatory bodies, including various not-for-profit and sports organizations
- Provides legal support during dispute proceedings
- Provides guidance on general governance issues
- Main lawyer \$425 per hour, with others on the team starting at \$100 per hour and up

¹ Requested trial review, in the end, not able to support the request.

**2025 Peak Performance
Technical Tactical Instruction and 3v3 Play
Proposed Draft Plan**

- U14 - 7 weeks Technical Tactical Instruction and 3v3 Play
- U16 - 7 weeks Technical Tactical Instruction and 3v3 Play
 - **What to expect at U14 & U16** - Each week athletes will participate in 30 minutes of specific technical tactical instruction followed by 30 minutes of 3v3 play.
- U19 - 7 weeks 3v3 Play & Special Shooting/Stride
 - **What to expect at U19/U16AA**
 - 3v3 Play & Special Shooting/Stride with Mel Thomas
 - **Mel TBC week of March 11th.

How Many: Max. 24 athletes + 3 goalies per group. No cost for goalies that are within SPRA, there is no instructional time or goalie only clinics.

Who should be interested: The summer program is for individuals who are committed to their individual player development wanting to pursue “AA/A” ringette. Registrations will be taken and waitlisted. Individuals will be selected based on the athletes’ playing history as well as coach recommendation. Will be open to SPRA players, if it does not fill we will open up registration to other associations.

When: 7 weeks: (one hour ice times) starting June 1st ending July 13th

U14 & U16

June 1	U14 6:15 pm	U16 7:30 pm	wrist shots
June 8	U14 6:15 pm	U16 7:30 pm	transition skating for 1v1’s
June 15	U14 6:15 pm	U16 7:30 pm	1v1 battles offensive focus
June 29	U14 6:15 pm	U16 7:30 pm	1v1 battles defensive focus
July 6	U14 6:15 pm	U16 7:30 pm	2v2’s
July 13	U14 6:15 pm	U16 7:30 pm	offensive attack

U19

June 2	U19 7:30 pm	3v3
June 9	U19 6:45 pm	3v3
June 18	U19 6:15 pm	3v3
June 26	U19 6:15 pm	3v3
July 7	U19 7:00 pm	3v3
July 14	U19 7:00 pm	3v3

Cost per Athlete:

- Athlete Total Cost U14/16 - \$299. For U19 - \$250.
- Goalies - Free

U14 & U16 -

Budget

Future Champions

Head Coach: \$250 per hour X 16 sessions \$4,000.00

Asst Coaches (X4): \$25 per hour X16 sessions \$1,600.00

Opportunity for SPRA coaches – commitment is 6 / 8 weeks

Plans: Technical/Tactical Plan X 8 weeks \$2,000.00

Total: \$7,600.00 + GST

- Future Champions: \$8,500
- Ice Cost: \$3,200
- Supervision for 3v3: \$1000

- Mel - \$2,000

Total Cost U14/16 - \$299. For U19 - \$250.

Details:

- Promote week of March 17th
- Registration Opens March 25th at 8 am (TBD Theresa)
- **Needs to be at least 50% filled before we cancel.