



# Executive Board Meeting

## MP Activity Room

### May 13, 2025

### 6:30pm

## MEETING MINUTES

### ATTENDEES:

* President – <i>Vacant</i>	*Director of Player Development <i>Paula Howard</i> ✓	Past President <i>Jessica Winship</i> ✓
* Vice President <i>Dan Stetic</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> ✓ <i>Past Director - Dana Gallace</i> ✓	Active Start Coordinator <i>Heather Jensen</i> ✓	Admin <i>Jileen Berube</i>
* U19 Director <i>Ashley Byrne</i> ✓ Past Director: <i>Leah McBride</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 by Dan Stetic (SPRA VP)

### 2. Additions to Agenda – President

Addition of item c: appointment of discipline chair.

### 3. Adoption of Agenda – President

Motion to adopt agenda: Kevin, seconded by Ashley, 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 minutes: Mike, seconded by Paul, all in favour - motion carried.

### 6. Agenda

- a. Welcome new Board Members! (Dan)
  - President role (Dan/Jessica/Kevin/Jenny)
    - two options discussed - role has to be filled:

- wait to find a President, Dan acts as President and VP in the interim
- Dan is promoted to President - VP position remains vacant until a suitable candidate is found
- we have to apply for membership by June 1 (RAB) therefore we can't wait a month
  - Motion by Jessica to nominate and appoint Dan as President of SPRA for the 2025-2026 season.
  - Seconded by: Paula Howard
  - All in favour - motion carried
- Discussion re: potential interest in VP role in an interim capacity
  - can post on social media
  - executive committee could discuss and do a vote via email if no one is interested
  - Motion by Dan to nominate and appoint Kevin as Vice President of SPRA for the 2025-2026 season.
  - Seconded by Mike Neville
  - All in favour - motion carried
  - **Action: Pam - post on social media we are looking for a VP**
- Board Changeover and Transition (Dan)
- Email accounts and Data Retention Policy creation (Dana & Dan)
  - working on getting logo changed on RAMP - costs \$150 to change across the entire web platform
  - Dayna to connect with new board members and transition email accounts
  - Jenny sent out a contact info list when it is complete
  - Action: All positions who are taking on a new role - tidy up emails and ensure everything is on your google drive (1TB)
- Meeting Times - Poll (Jenny)
- End of Season Board Survey (Jenny)
- Criminal Record Checks - Vulnerable Sector (Jenny and Theresa)
  - Heather, Jileen, Paula, Christine, Bob, Sarah, Tanya, Kevin, Jackie, Kristin
  - All board members need to register again in RAMP as a board member - DO ASAP
  - Action: All board members: register in RAMP asap
- Code of Conduct (Jenny)
- Board Information Package - next meeting (Jenny)
- b. RAB - Alberta Winter Games 2026 (Dan)
  - An important information session for the 2026 Alberta Winter Games will be held on Wednesday, May 21, from 7:30–8:30 PM via Google Meet. All associations and leagues with athletes born in 2010 or 2011 who are not playing AA must have a representative in attendance. Don't miss this opportunity to get key details about eligibility, timelines, and how your athletes can get involved!
  - **Action: Amy Birkbeck to attend this meeting on behalf of SPRA and report back next meeting. Ashley to support.**
- c. Appointment of Discipline Chair - Breach of Confidentiality allegation (Dan)
  - reviewed process and procedure
  - appointing a discipline chair outside of SPRA - has experience doing this previously
  - disciplinary chairs can change as required

- Motion to appoint Ryan Devlin as Discipline Chair for this issue, seconded by Jenny, all in favour, motion carried.
- d. Event Planning (Sarah and Tanya)
  - **Ardrossan Parade** - 1 month away, talked to Dana about what it looked like last, year budget was \$600. Budget this year \$800-\$1000. Room in marketing budget for this. Tanya has reached out to Pam for some social media promotion. Applied for a spot in the parade. Dana G working to support Tanya and Sarah. Can use championship banners as part of the decoration.
  - **50th Anniversary** - work into SPRA day - planning progress - consider manpower requirements for doing 2 separate events. Consider getting a committee together, part of Platinum Ring tournament - SWAG etc. Reach out on social media for volunteers.
- e. Evaluations - Skills and Drills Update (Mike)
  - meeting planned next week, Craig is vital to the planning of this - good representation
  - RAB Cup and Team Alberta drills
  - meeting to review and approve drills, post online, set up the videos (we don't need the videos this is an optional activity)
  - review rubrics
  - discussion about requirements for videos and process for evaluations
  - change management is key, as well as having division directors on board
  - original goal was to have videos ready for June 1
  - eval committee to communicate timing/scheduling of drills, skills, evaluation etc
  - no cost for these skates
  - check ringette ontario youtube videos
  - **Action: Kevin to send a link to Mike**
- f. U10 - Import Requests (Paula)
  - we currently don't have an import policy - we follow RAB's policy
  - import requests from associations that have viable teams at the players age level and skill level, impacts viability of smaller associations and may mean we have too many players - we need to have a policy on this
  - consider adding a note to the U10 site re: association viability
  - discussion re: how to handle these types of requests
  - RAB is re-doing these policies right now to protect small associations
  - **Action: Paula to draft revision of import form on our website as requires updates for this season**
- g. Hardship Fund (Dana)
  - no new info from other associations
  - table for next meeting
  - **Action: Jenny and Dana to meet and draft a policy for sharing at next meeting**
- h. BGL AGM Update (Dan)
  - Dan spoke about the BGL AGM and provided an update
  - U16-U19 move to 4x11 period play - motion passed - going forward this is what BGL will do U16 and U19 for upcoming season (all levels)
  - tournaments - assignment of referees - charge \$4 fee per game for administration fee
  - team fee is increasing \$20 per team (\$10 fort mac travel grant and \$10 cost increase)

- at the U19AA level - put in a pitch to get out of running provincial league due to challenges - associations opposed, will continue to schedule tournaments for now - but not happy doing it this year
  - blackouts and tournament change requests - disconnect between RAB and BGL - to be tabled at August meeting - BGL wants teams to pick between being in a tournament or league play - proposing one blackout session 1 and 1 blackout in session 2. Home tournament blacked out. One reschedule date (not including weather cancellations). After that if you want to black out another weekend - 1 day or 2 days - they want to charge \$250. Table for discussion before August BGL meeting.
  - **Action: BGL rep Cory to keep an eye on this and ensure voice of SPRA is heard at the August BGL meeting.**
- i. RAB AA Committee Update - Bob/Pam/Dan
- committee looking at centralization of AA in the north zone
  - competitive equity north and south, accessible for all players
  - chaired by Edmonton president
  - RAB's goal is to create a model where all players are in, evaluations, get picked every year is different, then if you don't make it you go back to your home association and try again next year
  - phased approach towards implementation
  - proceeding very very fast but suggested approaching as a pilot
  - U14 pilot age group
  - associations to review and determine next steps to move forward post pilot
  - any questions reach out to Bob
  - looking for a volunteer to go to these meetings with Bob - take notes, report back
    - Kevin and Chester volunteered to help out - Bob to send info to them
- j. Potential Collaboration with Ft. Sask. Ringette Association (Dan)
- discussion re: ways we can work together as associations for U16 and U19
  - FSRA also talking with St. Albert
  - discussions underway
  - Dan looking for volunteers to participate - has to be beneficial to both associations
  - if you are interested please reach out to Dan
  - Theresa as registrar should participate - she knows the numbers etc
  - Ashley and Amy are also interested in volunteering
- k. Strategic Planning - Facilitated Workshop (Jenny and Dan)
- deferred to TBD (pending resource availability - maybe in the fall?)
- l. Provincials / Championship Hosting Update - (Kristy/Ashley/Dana)
- no updates
- m. Open Division (Katrina)
- A - Practices/Tryouts/Fees
    - Can we include one practice time per month in Open A registration and B's - they can't have a regular schedule practice because games are every night of the week
    - Theresa lets them know when ice is available
    - they pay when ice is available
  - Open B - team wanting to move to SPRA - less than half live here, some live in Edmonton

- wanted full roster control
  - as part of an association they can't make out their own team
  - may not be practical is SPRA is having Open B evaluations this year
  - Theresa needs to know if we need this ringette Sat 8:45pm Moyer
  - not a firm request - therefore not proceeding
- n. 2025-2026 Goalie Fees (Jenny)
- table a motion as per minutes from last meeting

## 7. REPORTS BY EXECUTIVE MEMBERS

- **President** - Jessica Winship
- **Vice-President** - Dan Stetic
- **Secretary** - Jenny Rolph
  - Action Items from Last Meeting
- **Treasurer** - Kevin Kotyk
- **Registrar** - Theresa Stewart - discussion and review of proposed fees.
 

Motion by Theresa: For the 2025-2026 season implement the following fees:

  - increase each registration fee by 6% (subject to rounding) except active start. The new to ringette fee changes from \$99 to \$150.
  - Full time goalies as of December 15 in U14, U16, U19 and Open - 50% rebate
  - For U12, part time goalies as of December 15 get a prorated rebate
  - As per AA Pilot committee standardized Tryout fees \$125 including goalies.
  - Seconded by: Kevin
  - All in favour - motion carried.
  - **Action: David and Pam - communicate the goalie development plans for the next season. Get feedback from goalie parents on the board (Dayna, Theresa, Luc, Kristin) for some feedback. Need more promotion in advance of registration. Need to train coaches how to use goalies in practices -help them coach goalies.**
    - Idea: Goalie Athlete Advisory - talk to David if interested in participating
- **Ice Allocator** - Theresa Stewart - some ice in July - thinking of advertising U16 U19 drop in shinny? Theresa to look into sanction/insurance.
- **Active Start** - Heather Jensen
- **U10 Director** - Heather Jensen
- **U12 Director** - Jackie Day
- **U14 Director** - Kristin Greenwood
- **U16 Director** - Amy Birkbeck
- **U19 Director** - Ashley Byrne - spring ringette report next meeting
- **AA Director** - Bob Dul
- **Open Division** - Katrina Connelly
- **Player Development Director** - Paula Howard
- **Coach Development Coordinator** - Chester Mah
- **Goalie Development Coordinator** - David Williams
- **Director of Officials** - Christine Pittman
- **Black Gold League Rep** - Cory Spooner
- **Marketing/Sponsorship/Fundraising** - Anthony Gallace
- **Photo Coordinator** - Mireille Sieben
- **Tournament Coordinator** - Sarah Cyr and Tanya Kloos
- **Evaluation Coordinator** - Mike Neville
- **Bingo Coordinator** - Mireille Sieben
- **Equipment Director** - Luc Berube- new locker for tournament committee - working on new jersey red colour

- **Website Coordinator** Dayna Bond
- **Social Media** - Pam Kennerd

Motion to adjourn 9:31pm - Theresa seconded by Dan, all in favour, motion carried.

## **NEXT MEETING:**

**10-JUN-2025 | 6:30pm | Millennium Place**

## 8. LIST OF MOTIONS

1. **Motion to adopt agenda:**
  - Made by: Kevin
  - Seconded by: Ashley
  - Outcome: All in favour - motion carried.
2. **Motion to adopt meeting minutes:**
  - Made by: Mike
  - Seconded by: Paul
  - Outcome: All in favour - motion carried.
3. **Motion to nominate and appoint Dan as President of SPRA for the 2025-2026 season:**
  - Made by: Jessica
  - Seconded by: Paula Howard
  - Outcome: All in favour - motion carried.
4. **Motion to nominate and appoint Kevin as Vice President of SPRA for the 2025-2026 season:**
  - Made by: Dan
  - Seconded by: Mike Neville
  - Outcome: All in favour - motion carried.
5. **Motion to appoint Ryan Devlin as Discipline Chair for this issue:**
  - Made by: Dan
  - Seconded by: Jenny
  - Outcome: All in favour, motion carried.
6. **Motion for the 2025-2026 season to implement the following fees:**
  - Increase each registration fee by 6% (subject to rounding) except active start. The new to ringette fee changes from \$99 to \$150.
  - Full-time goalies as of December 15 in U14, U16, U19, and Open - 50% rebate.
  - For U12, part-time goalies as of December 15 get a prorated rebate.
  - As per AA Pilot committee standardized Tryout fees \$125 including goalies.
  - Made by: Theresa
  - Seconded by: Kevin
  - Outcome: All in favour - motion carried.
7. **Motion to adjourn meeting (9:31pm):**
  - Made by: Theresa
  - Seconded by: Dan
  - Outcome: All in favour, motion carried.