Attendees:

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| --- | --- | --- | --- |
| **Position/Name** | **Present** | **Position/Name** | **Present** |
| **President -** Mike Wiens | **√** | **Children’s Ringette –** Michelle Burnett | **√** |
| **Vice President / ROAR** – Paul Kozan  | **√** | **U10 –** vacant (Nicole Fisher interim)  |  |
| **Secretary -** Darla Larson | **√** | **U12 -** Nicole Fisher  | **√** |
| **Treasurer -** Alison Truelove | **√** | **U14 -** Trish McBeth  | **√** |
| **Coaching –** Melanie Muckelt | **√** | **U16 -** Jason Hoffart | **√** |
| **Equipment -** Neil Stang | **√** | **U19 –** vacant (Trish McBeth interim) |  |
| **Marketing -** Darin Degenstein | **√** | **18+ (Open) -** Chelsie Coxford  | **√** |
| **Player Development -** Brad Wenger |  | **Others:**Jayda McMillan (Past President) | **√** |
| **Scheduling** – vacant |  |
| **Website** – Keely Butz |  |

1. The meeting was called to order by President Mike Wiens at 6:35pm .
2. Additions/changes to the Agenda – None
3. Adoption of agenda – **TRUELOVE/STANG - CARRIED**
4. Adoption of Minutes – January 4, 2021

**McBETH/HOFFART move to adopt the January 4, 2021 minutes as posted/circulated. CARRIED**

1. New Business
	1. Introduction of Children’s Ringette Commissioner – Michelle Burnett (Mike) –
* Mike introduced Michelle and gave a little background on her.
	1. Coach the Coach Year End Review (John Dumaine) –
* Last summer they spent a lot of time reviewing documents for this program.
* There was a good return of coaches this year in both U10 and U12
* They added the What’s App for coaches and it was a good communication tool.
* As the lock down started the momentum slowed and opportunities to work one on one with coaches diminished.
* They had a great start but covid really affected this program.
* They will continue the program with U10 and U12 and hopefully will be able to tap into the children’s ringette.
* Hopefully next year we are in a different space and they look forward to developing the young coaches.
	1. Survey Monkey Account Renewal (Jayda) –
* Last year it was set up to do the mid-year and end of the year reviews. We won’t be using it again for an end of the year review as no survey is going to be done at season end this year. The question is, do we renew with Survey Monkey or Google Forms? We went with Survey Monkey as it is was more secure, but if we don’t have any surveys anytime soon there likely isn’t a reason to renew right away and we could evaluate further once the time comes that a survey tool is needed. All agreed.
	1. Past Board Member Recognition (Mike) –
* The following amounts are proposed for board member recognition:
* Less than two years $25
* two to five years $50
* five plus years $100
* All agreed this was good, but that it was too late now to worry about those that left in 2020 and that we start fresh with 2021 for recognition.
	1. Year-end gift for teams (Mel) –
* Last year was the first year we got mugs for all the coaches on all teams. It was done because we didn’t get coaches gifts for championship weekend.
* In previous years coaches got mugs on championship weekend.
* This year has been a challenge for sure, so it is likely more important to do something for coaches.

**MUCKELT/MCBETH motion that we buy mugs for coaches gifts this year. CARRIED.**

* Trish and Mel will look after getting coaches gifts.
* As for medals for teams this year, everyone felt that it was not an expense that is necessary. It’s been an odd year, and most would likely not expect anything for playing six games or less. A refund to parents is likely a nice enough gester.
	1. Stakeholder’s Comments Folder (Mike) –
* Mike talks to board members throughout the course of a month between meetings and there are lots of good ideas that come forward that we can improve upon. This said, we need to get a spot where we can add these things to a “to do” or a “for consideration” list. In Basecamp there is an “Action Item Registry” and that is likely the best place to start. Darla will look at getting a list up and running.
	1. Open Discussion on FAQ’s –
* A discussion took place with regards to the FAQ that was sent out to teams for the return to play. No other concerns came up and it was felt that the document answers all the questions that have come up this far. If someone has a question come up that isn’t here, it’ll be one-off and can be dealt with at that time.
1. Reports
* Treasurer’s (Ali) –
* Ali provided a spreadsheet of all registered athletes and backed out insurance fees, tryout fees, and late fees to show what refunds would look like for families. Ali will proceed to close out the Open division refunds as it’s pretty straight forward. As for the rest of the refunds, if everyone is good with values noted on the spreadsheet Ali will plan to do refunds accordingly. It is likely easiest to refund the money to teams and then have the teams refund to the families when they do team refunds. Doing it this way would cut down significantly on the number of transactions required. All agreed.
* Ali did note that in order to apply for MAP grant funding we will need to spend another $1,000-$2,000. As well, we have to defend our $15,000 from RSA for Covid funding. Neither of these items should be an issue and we would just need to order some rings and sticks. Neil will look after ordering rings and sticks.
* U16 (Jason) –
* As posted on basecamp.
* Marketing (Darin) –
* Collaborating with BPRA is going well and every 3rd meeting they will be including BPRA.
* The Iceville foodbank drive went well.
* The marketing group would like to suggest that we loosen up and communicate more with our membership. As well, they would recommend that we centralize communication rather than having communications go from RRA Marketing and RRA. They are suggesting this now for thought with further discussion to take place in the future.
* The on-line store has opened again. Darin suggested that depending on the number of hoodies purchased the marketing team purchase the remainder to make up the minimum order.

**MUCKELT/KOZAN motion that hoodies be purchased to make up the minimum order, depending on how many are required and what the cost would be. CARRIED.**

* Coaching Report (Mel) –
* As posted on basecamp.
* There was a 37% response rate for the mid-season review. Thank you to the Commissioners for reaching out to the coaches.
* We won’t do a year-end survey.
1. Next Meeting – March 1, 2021 6:30pm.
2. Motion to adjourn – **McBETH**