**Attendees:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position/Name** | **Present** | **Position/Name** | **Present** |
| **President -** Mike Wiens | **√** | **Children’s Ringette –** Michelle Burnett | **√** |
| **Vice President / ROAR** – Paul Kozan  | **√** | **U12 and 14 –** Nicole Fisher  | **√** |
| **Secretary -** Darla Larson | **√** | **U16 -** Jason Hoffart | **√** |
| **Treasurer -** Rae Lenz | **√** | **U19 –** Trish McBeth | **√** |
| **Coaching –** Melanie Muckelt | **√** | **18+ (Open) -** Chelsie Coxford  |  |
| **Equipment -** Neil Stang | **√** | **Others (list, if any):** |  |
| **Marketing -** Darin Degenstein | **√** | Karen Wiens (Scheduling) | **√** |
| **Player Development –** Craig Cullins | **√** | Kim Byrns | **√** |
| **Website** – Jen Shupe | **√** |  |  |

1. The meeting was called to order at 6:32pm.
2. Additions/changes to the Agenda – Paul – under reports – ROAR update
3. Adoption of agenda – **McBETH/STANG**
4. Adoption of Minutes – November 1, 2021

**MOTION: Lenz/Fisher move to adopt the November 1, 2021, minutes as posted on Basecamp. In favor 12; opposed 0; CARRIED.**

1. Treasurer Report (Rae)
* Hockey Goalie Discount – for information purposes, the following decision was made outside of a board meeting and is being disclosed here. There was a shortage of goalies in U12 and Nicole found a goalie that also plays hockey but was willing to play ringette as well. To entice the goalie and help with the additional cost of playing on two teams the decision was made to waive the goalie registration fees. The decision was made in-line with the Goalie R n R plan that is being presented and discussed at today’s meeting. The player will still have to pay team fees.
* 1-year extension of a goalie credit – there is a BP player that has played goalie for many years with BPRA/RRA and during the 2019/2020 season she earned a goalie credit for the following season. She used the credit to pay the $50 AA/A tryout fee for this season but did not make the A/AA team so decided to take an opportunity to play hockey. Now this season, 2021/2022, she is playing ringette again and on an RRA A team and would like to extend the expiration date of the noted credit by one year so it can be applied against her registration fees for this year. Rae indicates that this is a reasonable request and that we approve and allow this to happen. Everyone agreed.
* Refunds – Rae provided a listing of registration fee refunds that have been issued to date. It is to be noted that Covid has been one of the most common reasons for withdrawal this year. The refunds that have been processed in CR have been reasonable and is due mainly to the age of players and their readiness to play. We also need to remember that we are in the initial stages of growing the CR program and so we want kids to perhaps come back to play in the future rather than penalize them and have them not come back to play at all.

**MOTION: Shupe/McBeth move to approve that a $50 administration fee be held back from all future CR refunds issued up to the point that if the player attends more than 50% of the ice times, then there is no refund. In favor 12; opposed 0; CARRIED.**

* BPRA Player Refund – there was not enough BP players this year to form a U19B team in BPRA. Five players were added, last minute, to the RRA U19 evaluations and assigned to a team. There was one player that decided, after the first practice, that they didn’t want to play and requested a refund. Policy states that since the draft had passed the player is only entitled to a 50% refund and at this point has received that. However, given that the time that elapsed between registering and withdrawing was less than a week and there is no critical impact to the team size of her withdrawing, it is being recommended that the player receive a full refund less the $50 administration fee. Everyone agreed.
* Outstanding Registration Fees – there are some fees still outstanding. Rae will work with the commissioners to get these cleaned up by mid-December.
* Performance Bonds – the commissioners are working with the CR teams as there are 4 teams that have their performance bonds still outstanding.
1. Old Business
	1. Action Registry –

|  |  |  |  |
| --- | --- | --- | --- |
| **Owner** | **Deadline** | **Description** | **Status (Open/closed including date)** |
| Paul/Rae | Dec. 6th  | Present Financial Implications for a goalie retention strategy.**Nov. 1st** – more analysis to be done.**Dec. 6th** – reviewed at board meeting and recommendations approved to move forward with a goalie retention program | Open – Oct. 4/21Closed – Dec. 6/21 |
| Rae | Dec. 6th | Provide analysis on the refund policy for the Children’s Ringette program.**Dec. 6th** – Rae provided an outline and recommendation for the CR refund policy.  | Open – Nov. 1/21Closed – Dec. 6/21 |
| Paul | Jan. 3rd | Come up with criteria for a scholarship in the name of Linda Ostryzniuk as well as make Linda aware. **Dec. 6th** – Paul talked to Linda, and she was happy to hear this as she has said no to other things (ie. a tournament in her name). The rules will be the same as the RRA scholarship except this one will be for officials only. We will have to determine an amount according to the budget. Once the details are ready Paul will give them to Linda to review and sign-off on. Since we already have guidelines for the RRA scholarship this will make it easy. We will have to move quickly if we want to do this as applications should begin to be accepted early in the new year. Paul will work on the details and present to Linda and then bring back to the board for the January meeting.  | Open – Nov. 1st |
| Jen | Jan. 3rd | Create new game sheet email and provide login information to the commissioners so they are able to manage it. | Open – Dec. 6/21 |

1. New Business
2. RAS Executive Director Position – what input does RRA have for RAS?

After some discussion it was determined that RRA would like to see the following considered for the new executive director or RAS:

* do workshops to collaborate with all associations
* works with community on initiatives
* allow other organizations to provide input and not be a dictatorship run organization
* be more communicative and collaborative
* more visibility at events
* someone with passion for the sport
* needs to want to grow the sport
* ability to recruit, lead and organize volunteers
* a representative from each association to sit on the candidate selection committee
1. Critical Dates
* Mike noted that other organizations have these dates listed on their website on the home page so that members can see what’s coming up. Darla created a list of dates a while back and although the list exists, nothing has been done with it. Jen indicated that she can create something for the website and we will just have to edit it and keep it up to date as we move forward. The dates can be added into the “schedule” feature on basecamp so that people get reminders. Jen will create something for the website.
1. Appointment of Registrar (Mike)
* Rae needs to get more focused on her financial role and with the Treasurer currently also being the registrar it is very difficult for her to do that. She has previously advised of her desire to get a Finance Committee going and to this point she has not been able to do that. As such, Mike recently had a conversation with Kim Byrns about this and Kim has agreed to take the role of registrar on. It is a non-voting position. As well, it is a good time right now to do this when it’s not super busy and we’ve passed the onslaught of the start of the season and registration.

**MOTION: MCBETH/HOFFART motion that Kim Byrns be appointed to the registrar position for the RRA. In favor 12, opposed 0, CARRIED.**

1. Score Sheets – ok to send to Commissioners?
* When pulling things together for the Coaches Meeting at the start of the season no one knew who managed the “game sheets” email and as such it was determined that game sheets could just be sent to the secretary email and then uploaded to basecamp. Darla has since noted that the secretary email has exploded, and it is impossible to keep up with getting game sheets uploaded. Game sheets are to be reviewed for the purposes of AP player usage and any major penalties. After some discussion it was determined that Jen will create a new game sheet email and all commissioners will have access to review and file them accordingly in folders that will be created.
1. Goalie Retention –
* As everyone is aware RRA is currently experiencing a goalie shortage which has caused concerns and difficulties in the formation of teams and resulted in some teams not having a goalie and/or having to make larger teams due to the lower number of goalies. A goalie recruitment and retention plan was developed and will be a 3-pronged approach focusing on 1) financial compensation; 2) training; and 3) marketing.
* Financial – there were three options outlined but the recommended and agreed upon option was that goalies would receive a 50% first year discount and a 100% credit voucher for subsequent seasons, U12-U19. This option does reduce the amount of registration fees collected by the RRA, but a financial analysis was completed and provided. For the financial analysis, please refer to basecamp.
* Training – there is a lack of training available outside the RRA specific to ringette goalies. In the past RRA has provided association funded goalie clinics during the season and they were held weekly during specific periods in the first and second half of the season. An increase in training and a varied approach will be provided to goalies (U12-U19). Opportunities will include, but are not limited to, pre-season goalie clinics, season group goalie clinics/training, session 1:1 goalie clinics/training, and come try goaltending sessions.
* Marketing – the marketing team will strategically promote the recruitment of goalies and encourage the retention of goalies currently registered with RRA. This will include promotion of the above noted clinics and training opportunities via email, website and social media platforms. As well, they will look into gathering information through future surveys to help determine new avenues and opportunities for recruitment and retention.
* For a more detailed explanation and to review the report in more detail please refer to the report on basecamp.

**MOTION – HOFFART/FISHER motion to adopt the goalie recruitment and retention report as presented. In favor 12; opposed 0; CARRIED.**

1. Rule Change Amendment for AA –
* The Canadian National Ringette Championships have moved AA to a new game format. Instead of two 20-minute halves, they will be playing four 10-minutes quarters with a 2-minute break at the half. Our U16AA and U19AA would like the opportunity to practice this format during league games in the second half, regardless of the opponent. ROAR Officials will need an RRA Rule change to modify the games.

**MOTION – McBETH/STANG motion to accommodate the Canadian National Ringette Championships game format and proceed with increasing the timeslot from 60 to 75 minutes for any games involving U16AA and U19AA noting that the two teams are charged appropriately for extra ice and ref time. In favor 12; opposed 0; CARRIED.**

1. Reports:
	1. Strategic Planning update (Strat Planning Committee)
* Rae and Mike reviewed the PowerPoint of the Strategic Plan as posted on basecamp. A meeting will be held early in the new year to confirm the RRA Strategic Plan. Everyone is asked to take some time to review the document and provide their feedback/comments in advance of the meeting.
	1. Mezzanine Five Project Update (Mike)
* The proposal that is posted on basecamp was reviewed and everyone agreed that the plan seems good, and we should proceed.
	1. ROAR Update –
* How are game changes communicated? There will be a form on-line and when it gets submitted it automatically gets issued to all stakeholders. Early on this year there were some errors, but it was a problem with the schedule. Going forward the form will be activated on the website.
* Fun 3 – it has been suggested that a note go out to all coaches to remind them that the refs are learning, so they can’t be too critical. On the same note, we should consider communicating the rules of play to parents reminding them that they are young refs that are learning just like the kids.
* Hand-shake policy – are we allowing handshaking? It is all over the map as far as what teams do. Some teams line up and just bang their sticks on the ice, some do the handshake/fist bump, and others do the stick tap vs a handshake as they go down the line. All of the above are fine, but if it is a handshake, it should be with gloves on.
	1. Europe Team – Rattlers (Mike)
* The Tournament Coordinator wanted to know which division to place the European team in for upcoming tournaments. The commissioners and the President reviewed the game sheets and watched a few games and determined that it was most suited for them to play in the U16 division.
* The full report can be found on basecamp.
	1. Member Safety Report (Mike)
* During the month of November there was an injured U12 player. Nicole is presently completing the report.
* Mike will prepare a note for the Commissioners to forward to their coaches that will instruct coaches to contact their commissioner in the event of an injury.
	1. Registration Update (Rae)

The only real update on registration is for Children’s Ringette per the below information which is as of December 6, 2021.



* 1. Webmaster - TeamLinkt Update (Jen)
* Jen continues work on making changes to the website and help people with questions they have.
* Jayda also asked Jen to make the logo for the Westerns.
	1. Covid 19 Committee (Jason)
* Things in the Covid world have been stable in recent weeks. The one thing that did come up was the requirement to enter the city rinks 30-minutes before the scheduled ice time. We have been questioned on this many times since hockey is apparently not following this rule. We have went back to the city to ask that they send a reminder to hockey as people get frustrated when they think that we are having to abide by different rules than hockey.
	1. Player Development (Craig)
* Season group goalie clinics continue and have been well attended.
* Scott will instruct 1:1 goalie clinics at team practices and coaches have been advised to contact him directly. Craig will create a survey and/or speak with coaches to determine positive and negatives and whether or not this option is being utilized.
* A Come-try goalie clinic is being planned in the second half with the F2-F3 teams using older goalie athletes to facilitate. They may possibly invite U12 hopefuls also.
* Power skating sessions have again been happening with Fun3 through U12 and the scheduler is currently setting dates for the second half. Craig will create a survey and/or speak with coaches to determine the positives and negatives.
	1. Coaching (Mel)
* A CSI course is scheduled for 2 dates in December but due to the short notice we are asking RAS about more dates in January.
* A CI course has not been announced yet as RAS is struggling to find an instructor….as are all provinces now that they are back to in-person.
* The November Coaches Rock newsletter went out and the December one is in the works.
* The mid-year survey will be sent out following the board meeting and results will be shared with the commissioners to discuss with the head coaches. Michelle shared the questions in her report and if anyone has any questions, please let her know.
* RAS is asking about one member of each teams coaching staff being first aid certified. More to come on this.
	1. Equipment (Neil)
* We had two sets of shot clocks not working at the Elite Tournament. Neil spoke to OES and tried to troubleshoot the problems, but it turned out that they need to be shipped away for repair. The hope is to have them back for the Jim Benning tournament.
* Commissioners need to give Neil a couple days’ notice when a game is being played at a rink that doesn’t have shot clocks so that he can get them there in time.
* Received some new goalie sticks and an order of pants.
	1. Marketing (Darin)
* Darin only attended the first part of the meeting and then had to leave. He did not have a detailed report, but they are planning to do the Food Bank drive over two weekends in December. More information to come on this.
	1. Children’s Ringette (Michelle)
* Evaluations and report cards will be done the week of Dec. 13th and parents will be contacted if their child is moving up to the next CR division.
* Come-try events on December 19th and 28th.
* Each team will be provided with an AP list and the FUN2 teams will be able to pull across from another FUN2 team with advance permission. This should only be done when absolutely necessary. FUN3 teams can pull across from other FUN3 team, again with advance permission and only when necessary. Those in FUN3 that are on the U12 AP list can not AP in FUN3 at all so as to give other FUN3 players a chance and benefit from more ice time.
* CSI Clinic dates have bene announced so those that require it have been notified.
* The first jamboree was to be hosted by BPRA in conjunction with their December Charge tournament. Unfortunately, they opted not to host one so there won’t be a Jamboree in the first half. Saskatoon is going to host one at the end of January and Regina is planning to host one the last weekend in February or early March. More details to come on this.
* The week of December 6th to 10th Troy from the Leader-Post will do pictures for the CR division.
* A reminder was sent to teams to collect team fees before the end of the first half as there may be some players who don’t participate in the second half, but they should still be paying for their ice from the first half. Rae will send invoices out ASAP. Included in the note was information on credit and bingo vouchers and how to use them.
	1. U12 and U14 (Nicole)
* Nothing to report.
	1. U16 (Jason)
* The goalie situation still persists but is the only issue in the division.
* Teams have been attending various tournaments and have been having success.
	1. U19 (Trish)
* Nothing to report.
	1. 18+/Open (Chelsie)
* No report.
	1. Tournament Committee
* Commissioners are asked to send a reminder to your teams about their baskets for the upcoming tournaments.
* Had a total of 13 teams for the Elite Tournament. Unfortunately, the U19AA division had to be canceled due to the lack of participation. There were some issues with the shot clocks, and it was discovered that the good set of shot clocks had been lent to the NRL group. Perhaps RAS should consider purchasing their own set of shot clocks for the NRL team to use.
* Registration is closed for the Jim Benning and the schedule is complete. There are 23 teams registered.
* Registration is closed for the QCC and there are a total of 40 teams participating. There is some concern that the FUN3 group was removed from the volunteer requirements as our volunteer pool will be significantly reduced because of this. This is not a good thing considering we are hosting Westerns this year. Michelle advised that FUN3 should definitely be volunteering as well as bringing baskets for the tournament. She will relay this message to all teams.
* The host committee made a written request to the governance committee to reconsider some of the restrictions and allow events to take place that were eliminated (opening and closing ceremonies and the banquet). The request was denied. The governance committee also removed the requirement for teams to stay at host hotels. We asked for that to be reinstated as we are receiving a sponsorship from the Regina Hotels Association for $10,000.00. They agreed to reinstate, and we are now responsible for booking all the teams’ rooms. We received a number of items from the Prince George group that was to host the event two years ago before it was cancelled. They couldn’t use the items and said we may as well have them to use. We have applied for a hosting grant for $4,000 to the City of Regina.
	1. Bingo Report
* Webmaster will be advertising bingo dates on the Facebook page in hopes of maybe getting some new volunteers.
* We should consider having the commissioners send out an email at the start of each season asking people to email the bingo coordinator directly if they wish to work.
* Would be a good idea to send an email blast to the FUN division as they may be the ones that are not aware of the ability to work bingos and receive vouchers to use for registration/team fees.
	1. Scheduling Report

The game schedule will be posted tonight, and the January practice schedule will be posted this week.

Dates are confirmed for Power skating, Girls in the Game, Come-try, Goalie clinics, among other things.

Have worked with the Saskatoon scheduler to get inter-association games scheduled with matching divisions. These games are regular scheduled league games and are included in registration fees.

No feedback on loopings, so no changes for the second half.

ROAR has requested no league games on the weekends of Regina Tournaments due to a ref shortage. Thus, teams that are not playing in the tournament will have practices only.

1. Next Meeting – Monday, January 3, 6:30pm.
2. Motion to adjourn – KOZAN