

Annual General Meeting
September 27th, 2023
8:00 p.m. EDT Via Zoom

MINUTES

1. Call to Order

Ringette Canada President and meeting Chair Angie Milbury called the meeting to order at 8:03 p.m. EDT.

The Chair provided an overview of the rules of procedure for the meeting and advised the Membership that the voting scrutineer for the meeting was Jason Robinson from the Sport Law & Strategy Group. Jason would act as the voting administrator and that all voting would take place on the online voting platform Simply Voting (a credible and authenticated third-party voting platform). Jason confirmed that all registered voters were entered in the system, and that voting would be properly accounted for and tabulated within the system. It was also explained that Jason is a Certified Parliamentarian and available to assist the Chair and the Members, if needed, in following our identified parliamentary procedure, which is Robert's Rules of Order.

2. Roll Call – Establishment of Quorum

The following delegates were present on the call:

Voting Delegates:

Lesley Driscoll	Ringette British Columbia
Ryan Devlin	Ringette Alberta
Paul Benson	Ringette Saskatchewan
Jeff Tutkaluk	Ringette Manitoba
Sarah Padfield	Ringette Ontario
Jocelyne Fortin	Ringette Québec
Emma MacMillan	Ringette New Brunswick
Denise Beaton	Ringette Nova Scotia
Kathy Currie	Ringette Prince Edward Island

Chair:

Angie Milbury	President
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Observers:

Mike Taylor	Director
John Voss	Director
Ann MacTaggart	Director
Debbie Frail	Director
Denise Treslan	Director
Allison Biewald	Director
Nina Tajbakhsh	Athlete Director
Julie Vézina	Executive Director, Ringette Canada
Anik Desjardins	Office Manager, Ringette Canada
Matt Doherty	Ringette British Columbia
Fred Desjardins	Ringette New Brunswick
Marie-Lynne Fortin	Directrice Générale
Andrea Kozan	Ringette Saskatchewan
Janna Treleman	Ringette Manitoba
Stacey Sloan	Ringette Nova Scotia
Karla Xavier	Ringette Ontario
Kelly Sloan	Ringette Alberta
Kristen Bodnarchuk	Ringette Alberta

OTHER ATTENDEES:

Annik Blanchard – Partner, BDO Canada

Jason Robinson – Sport Law & Strategy Group

The Chair asked for a verbal report on the voting Members who were in attendance. It was confirmed that nine (9) Members were present, allowing for a total of nine (9) votes.

The Chair confirmed that as per section 9.4.1 of the Ringette Canada Bylaws, “Two thirds (2/3) of the Members will constitute a quorum for meetings of Members” and therefore declared that there was a quorum and that the meeting was in session.

3. Review of Agenda

The agenda was circulated to all members in advance of the Annual General Meeting. There were no questions related to the agenda.

4. Approval of Minutes of the 2022 Annual General Meeting

A copy of the minutes from the September 7th 2022 Members meeting was circulated to the Members in advance of the meeting. The Members were asked if there were any corrections to be made. Hearing none and with no objections, the minutes of the September 7th 2022 AGM were approved as presented.

5. Presentation of the Ringette Canada Audited Statements

The 2022-23 Audited Financial Statement, prepared by official auditors BDO Canada LLP, was distributed to all Members before the AGM. Annik Blanchard our Partner with BDO provided a summary presentation on the statements to the Members.

Explanation was given in regard to the deficit of \$190K for the 2022-23 fiscal year. The deficit was mostly around our National Teams. We started the year with the end of the Covid regulations. In the beginning, the hotel was single occupancy so the expenses were higher than normal. In terms of the management of both national teams, to be able to take part in the World Championship in Finland, all the camps that took place, the expenses were higher than the initial budget. We've all noticed that tourism, restaurants, and hotels have all increased. No registration fees were increased, so our expenses were higher than usual. Usually, it's relatively a balanced budget. We compensated the majority of the deficit with government grants, but not for the total deficit.

A question was brought up regarding what would be the bare minimum amount needed from one year to another for the organization. The minimum balance needed from year to year depends on whether a World event will be part of that fiscal year plus the basic administration expenses. The bare minimum constitutes rent, salaries, and insurance expenses and we are looking at around \$850K.

Clarification was given around steps that will be taken to make sure we don't have another \$190K deficit. Starting this fiscal year, National Teams, U18 Development, and La Releve fees have gone up. The Canadian Ringette Championships team fees will be increased for the 2024 CRC. The National Ringette League teams have already received this information and we are presently working on a memo with all the rationale behind this increase for the U16 and U19 teams that will be forwarded to all our members.

We are still analyzing the Athlete, Coach, and Officials fee structure for next year. Please note this new fee structure will need Board approval and will be shared in the next couple of weeks with our members.

Following the presentation, the Chair thanked Annik Blanchard and she was asked to leave the call.

6. Appointment of Auditors for the 2023-2024 Fiscal Year

The Ringette Canada Audit Committee circulated to all members in advance of the meeting a memorandum related to the appointment of Public Accountant for Ringette Canada.

Ann MacTaggart, Chair of the Audit and Risk Committee provided a summary report. The Audit Committee has been working on a work plan and under normal regular occurrence we would test the market and make sure our decision to continue to retain BDO for audit services is the right one. The recommendation from the Audit Committee for the fiscal year 2023-24, given the ongoing continuously satisfactory services they have provided us, we are recommending to the members to appoint BDO as our Auditors for the 2023-24 Fiscal Year Financial statement.

Please note for the fiscal year 2024-25, the committee will go to market and go through an RFP process to make sure we are getting the right services and the right amount. Please note a report will be prepared and presented at the 2024 Ringette Canada AGM.

MOTION AGM 01-23

To appoint the firm BDO Canada LLP as the auditors for the 2023-2024 fiscal year.

ALBERTA-RINGUETTE QUÉBEC

CARRIED

7. Nominations Committee & Election of Directors

For this election, three (3) Director-at-large positions were to be elected, and each for a three (3) year term.

Nina Tajbakhsh, Chair of the Nomination Committee, provided a summary of the process that was undertaken and how the Committee has collected nominations for these positions and the candidate bios have been shared with the members in advance of the AGM. As outlined within the report submitted by the Nominations Committee in advance of this meeting, the Nominations Committee undertook several steps to prepare the recommended slate. It is important to note that as per the Ringette Canada By-Laws all director positions within the organization hold the same powers and responsibilities. The above, in combination with the subsequent joint consensus evaluation, has resulted in the recommendation of three (3) candidates to the Membership who, in the opinion of the Nominations Committee, will best contribute their knowledge and expertise to the Board.

While the Nominations Committee has recommended three candidates for election based on their evaluation of the applications, the members may vote as they see fit.

This election of the Directors-at-large- was conducted via Simply Voting

The Chair allowed for questions regarding the process and no questions were addressed.

Following the online confidential vote for the election of the Directors at Large, Ann MacTaggart, Debbie Frail, and Jason Nystrom were elected as Directors at Large to the Ringette Canada Board of Directors, for a three-year term.

The scrutineer confirmed with the Membership that the vote would remain confidential and that all electronic ballots and voting results from the Simply Voting Platform would be erased.

Following the election, at this time, the chair wanted to recognize our outgoing Board member who is completing his terms on the Ringette Canada Board of Directors, Mike Taylor. You will be missed. Thank you for making a difference, and for your many hours of volunteer work on behalf of Ringette in Canada and all of our members. We wish you all the best.

8. Adjournment

The Chair declared the meeting of the 2023 Ringette Canada Annual General Meeting adjourned and thanked all Members for their participation.

The meeting was adjourned at 8h54 p.m. EDT.

The Chair thanked all the members for their time and participation to the meeting.