Barrhaven

ROYAL CANADIAN LEGION BRANCH NAME

**ONTARIO NO.** 641

BRANCH NUMBER

# ORDER OF BUSINESS

## GENERAL MEETINGS AND BIENNIAL NOMINATIONS

CREATED UNDER SECTION 804. OF THE GENERAL BY-LAWS FOR BRANCHES OF THE ONTARIO PROVINCIAL COMMAND

| ITEM DESCRIPTIONS |
|---|
| 1. Call to order |
| 2. Opening Ceremony |
| 3. Motion to deviate from the agenda (if necessary) |
| 4. Initiation of new Members (if applicable) |
| 5. Minutes of the last General Meeting, Executive Meeting(s) and any Special General Meeting(s) held since the last General Meeting |
| 6. Business arising from the minutes and unfinished business |
| 7. President's Report |
| 8. Treasurer's Report |
| 9. Sergeant-at-Arms' Report |
| 10. Correspondence |
| 11. Nominations for elections - (a) President, (b) First Vice-President, (c) Second Vice-President, (d) Third Vice-President, (e) Secretary, (f) Treasurer, (g) Sergeant-at-Arms (h) Six (6) Executive Committee Members |
| 12. General welfare of the Branch/Legion and motions (if any) |
| 13. Reports of Standing Committees and Standalone Positions |
| 14. Reports of Special Committees |
| 15. General and New Business |
| 16. Tabling of Notice(s) of Motion(s) |
| 17. Motion for Adjournment |
| 18. Closing Ceremony |

| *I certify the above information to be true and correct.* | *I certify the above information to be true and correct.* |
|---|---|
| Ed Schelenz | Kathy Johnston |
| **PRESIDENT** (PRINT NAME) | **SECRETARY OR SECRETARY-TREASURER** (PRINT NAME) |
| **SIGNATURE** | **SIGNATURE** |
| October 28 , 20 16 | October 28 , 20 16 |
| CURRENT DATE OF SIGNATURE | CURRENT DATE OF SIGNATURE |