



**Royal Canadian Legion - Barrhaven Legion Branch 641
Executive Meeting Agenda July 2nd, 2024**

1. Call to Order
2. Opening Ceremony
3. Motion to deviate from the agenda
4. Review minutes of last meeting of May 6th - Pamela Hall
5. Business arising from the Minutes & Unfinished business
6. Presidents Report – Lyle Brennan
7. Treasurer’s Report – Diane Craig No Report
8. Sgt- at- Arms Report – Paul Leadston No Report
9. Correspondence – Pamela Hall
10. General Welfare of the Branch/Legion/ Motions
11. **Reports of Mandatory Standing Committees**
 - a. Legion Seniors – Richard Lynn No Report
 - b. Membership – Joe Guitard
 - c. Poppy Chair – Kevin Brown
 - d. Public Relations- Debi Sereda
 - e. Sports/Track and Field – Michelle Guitard
 - f. Poppy Trust Fund – Bert Boehme
 - g. Leadership & Development – Bert Boehme
 - h. Veterans Service Officer– Anne Cole
 - i. Youth Education & Bursary – Carol Anne Marleau
12. **Reports of Other Standing Committees and Standalone Positions**
 - a. Bar Officer – Dave Cole
 - b. Constitution and Laws – Stephane Guy
 - c. Cadet Liaison & Scouts – Robert MacNichol & Anne Cole
 - d. Entertainment, Hospitality & Special Events - Angele Guy
 - e. Finance – Bert Boehme
 - f. Grants & Assistance – Richard Lynn
 - g. Honours & Awards – Ed Schelenz
 - h. Hospital Visits – Louise Laflamme
 - i. Housing – Dave Cole
 - j. Long Range Planning – Stephane Guy
 - k. Community Liaison – David Sereda
 - l. Ways & Means Dave Sereda
13. **General and New Business**
14. **Motion to Adjourn**
15. **Closing Ceremonies**

Next Meeting August 5th 2024

The Royal Canadian Legion Barrhaven Branch 641

Minutes of Executive Meeting June 3rd, 2024, Quorum 9

Legend P = Present R = Regrets A = Absent

Branch Officers (08)

President	Lyle Brennan	P
Past President	Ed Schelenz	P
1st Vice President	Bert Boehme	R
2nd Vice President/ Chairman	Angele Guy	P
3rd Vice President	Richard Lynn	P
Secretary	Pam Hall	P
Treasurer	Diane Craig	P
Sergeant-At-Arms	Paul Leadston	P

Other Chairs (11) Debi Sereda R Bob MacNichol P

Dave Cole	P	Joe Guitard	P	Will Read	P
Anne Cole	P	Michele Guitard	P	Kevin Brown	P
Stephane Guy	P	Dave Sereda	P	Carol Anne Marleau	P

1. **Call to Order**

The meeting was called to order at 19:00 hrs by Dave Cole with 17 members in attendance.

2. **Opening Ceremony Performed** by Angele Guy
3. **Motion to Deviate from the agenda** Moved by Dave Cole Seconded by Diane Craig
4. **Review Minutes of Last Meeting** Moved by Pam Hall Seconded by Angele Guy **Carried**
5. **Business arising from the Minutes & Unfinished Business** None
6. **Presidents Report Lyle Brennan Report is in the package** Moved by Lyle Brennan Seconded by Carol Anne Marleau **Carried**
7. **Treasurer's Report Diane Craig Not available** **Remarks:** We are in the process of updating the signing authority.
8. **Sgt at Arms Report Paul Leadston No Report** Paul gave an update on his health and thanked Executive Members and specifically Stephane Guy who have stepped up to carry his duties and continue to do so until he is able to resume his role.
9. **Correspondence Pam Hall** Several emails were discussed and dealt with. One mail in donation was read out.
10. **General Welfare of the branch / Motions**
 - i) **Motion: Moved by Lyle Brennan Seconded by Diane Craig Carried** Appointments to Chair other Standing Committees
 - ii) **Motion: Moved by Lyle Brennan Seconded by Diane Craig Carried** Appointment of an Assistant Treasurer
 - iii) **Motion: Moved by Lyle Brennan Seconded by Carol Anne Marleau Carried** Appointments of members of the Finance Review Committee
 - iv) **Motion: Moved by Lyle Brennan Seconded by Diane Craig Carried** Appointments to Chair Mandatory Standing Committees
11. **Reports of Mandatory Standing Committees**
 - a) **Legion Seniors – Richard Lynn Report is in the package** Moved by Richard Lynn Seconded by Diane Craig **Carried**
 - b) **Membership - Joe Guitard Report Attached** (prepared by Dave St Amand) **Moved by Joe Guitard** Seconded by Anne Cole **Carried**.
 - c) **Poppy – Kevin Brown No Report**
 - d) **Public Relations - Deb Sereda No Report**
 - e) **Sports/Track and Field – Michele Guitard No Report** **Remarks:** Washer Toss is coming up and need mats
 - f) **Poppy Trust Fund – Bert Boehme No Report**
 - g) **Leadership and Development - Bert Boehme No Report**
 - h) **Veterans Services & Branch Service Officer – Anne Cole Report is in the package** Moved by Anne Cole Seconded by Robert MacNichol **Carried**.
 - i) **Youth Education and Bursary – Carol Anne Marleau No Report** **Remarks:** Planning on providing information of the Bursary Program in the newsletter.
12. **Reports of other Standing Committees and Standalone Positions**

- a) **Bar Officer – Dave Cole No Report Remarks: Thanks to Dave Sereda and Carol Anne Marleau**
- b) **Constitution and Bylaw –Stephane Guy Report is in the package** Moved by Stephane Guy
Seconded by Kevin Brown **Carried Comments**
- c) **Cadet Liaison and Scouts – Robert MacNichol/Anne Cole Report is in the package** Moved by
Robert MacNichol Seconded by Stephane Guy **Carried**
- d) **Entertainment, Hospitality & Special Events - Angele Guy Report is in the package** Moved by
Angele Guy Seconded by Will Read **Carried**
- e) **Finance - Bert Boehme No Report**
- f) **Grants and assistance – Richard Lynn Report Attached.** Moved by Richard Lynn Seconded by
Angele Guy **Carried Motion:** Barrhaven Legion 641 donates \$3000 to Barrhaven Seniors'
Council Moved by Richard Lynn Seconded by Anne Cole **Carried**
- g) **Honours and Rewards – Ed Schelenz Report attached** Moved by Ed Schelenz Seconded by
Diane Craig **Carried Motion:** Certificate of Appreciation to Jennifer Read Moved by Ed Schelenz
Seconded by Stephane Guy **Carried Motion:** Certificate of Appreciation to Louise Laflamme
Moved by Ed Schelenz Seconded by Diane Craig **Carried**
- h) **Hospital Visits No report**
- i) **Housing – Dave Cole No Report Comments Light** changes coming. Recommended using Costco
Business Membership for Bar shopping supplies. Looking in the costs and savings.
- j) **Long Range Planning – Stephane Guy No Report**
- k) **Community Liaison - Dave Sereda No Report**
- l) **Ways and Means Anne Cole No Report**
- m) **Technology Report Kevin Brown Verbal: Discussed, Channels, Files, and communication**

13. General & New Business The following issues were tabled and discussed

Lease Renewal options Money left in Bingo fund to distribute

Motion: Moved by Stephane Guy Seconded by Robert MacNichol Carried Branch 641 to
donate \$2000 to each of our 7 Cadet Groups we support and \$499 to 1 group.

Conduct a study on the feasibility to accept payment by interac and credit cards

Name Tags needed for new workers.

14. Motion to Adjourn - Moved by Angele Guy

Closing Ceremonies - Performed by Richard Lynn and meeting adjourned at 8.04 pm

MEMORIUM EORUM RETINEBIMUS

God Save the King

Lyle Brennan

President

Recording Secretary Pam Hall

**THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641**

President's Report

Executive Meeting date: 2 July 2024

Report: Lyle Brennan, President

1. I hope everyone had a wonderful Canada Day Long Weekend. I also spent some time downtown at the ceremony for the WW1 Battle at Beaumont-Hamel at the National War Memorial and later stopping by to watch a Canada Day performance from the 75/742 Air Cadets Music Program at Parliament Hill. (Pipe and Drum, Brass and Reed and Highland Dancers). Did anyone catch the RCAF 100 flyby? – Aircraft from the past, current and future, including the Snowbirds and a F35 took to the skies over Parliament for an awesome 20-minute display for everyone celebrating Canada Day below.
2. Over the summer, although we won't be having General Meetings, the exec will continue to meet, and teams of volunteers will be working to keep the branch going over the summer. We will also be working on improvements to our Internet and Wi-Fi.
3. I wish everyone an enjoyable and safe summer season. Don't forget to pop into the branch and enjoy some time with comrades.

I move my report

Motion to switch Internet and Telephone services from Bell to Rogers.

Presenting officer: Kevin Brown, Technology Officer

1. SITUATION: Mix-mash of three accounts that Bell is not able to merge (Telephone, Internet, Satellite TV) and their customer service is not helpful. In addition, on the telephone bill there are three other branches listed. Two have auto-pay in place. I have reached out by email and will follow up by Facebook and telephone. I have confirmed that the Rogers Telephone services offer the same business essentials (for 2 lines). We will pay a bit more for internet, but a lot less for twice the telephone service. Internet was calculated to cover the square footage front and back, with peak 120 users, and is coming in at max 1000Mbps compared to max 5Mbps (so 200 times faster). Plan at least 30 days from "GO" to installation completed.
 2. Current provider: Bell Canada
 - a. Monthly Telephone service charges: \$296.43
 - i. This account is mixed up with three other branches (I have reached out but only received one response by email):
 1. 05-011 East Toronto
 2. 05-308 Durham
 3. 05-357 Finch
 - b. Monthly Internet service charges: \$201.77
 - i. This account includes:
 1. DSL Internet (max 5Mbps)
 2. Bell Home Hub 2000 Wifi node (avg 1Mbps)
 3. Bell Alliant (5) email addresses (Not sure who has the login information or where they might be auto-forwarding to)
 1. prrcl641

2. rcleg641

3. sorcl641

4. syrcl641

5. trrcl641

3. Proposed provider: Rogers Canada

a. Monthly Telephone service charges

i. VoIP business telephone services, 2 lines: \$40.00 (36 months)

ii. North America Long Distance Plan: \$0.03/minute

iii. Rogers Business Phone is a full-featured line with standard calling features such as Call Forwarding, Call Display, Call Transfer, Call Waiting, Do Not Disturb, Three-way Calling and Voicemail.

b. Monthly Internet service charges

i. Fibre Internet 1000 Mbps: \$179.99 (60 months)

ii. Ethernet Hub with managed security: \$68.84 (36 months)

iii. Wifi nodes (3) with managed security: \$89.04 (36 months)

c. One time Installation fees

i. Fibre to location: \$500.00 (TBC*)

ii. Fibre to Ethernet Hub: \$349.98

iii. Wifi nodes: \$249.99

iv. VoIP Hub: \$275.00

4. SUMMARY TABLE

Quote	Installation	Monthly	First Bill
Service 1	500.00*	179.99	
Service 2	349.98	68.84	
Service 3	249.98	89.04	
	1099.96	337.87	
Service 4	275	40	
	1374.96	377.87	1752.83
	874.96*		1252.83*
Bell Internet		201.77	
Bell Telephone		296.43	
		498.2	
	Advantage	120.33	

5. MOTION

Moved by: Kevin Brown

Seconded By:

Executive Meeting: Passed Yes/No

I propose that Branch 641 Barrhaven switch from separate and distinct Bell Internet and Bell Telephone services to a combined Rogers Internet and Telephone service based on the improved internet, telephone savings and lower total monthly cost, noting that the

installation fees will be recovered between 7 or 11 months (pending confirmation of Service1 charge).

Report: Poppy Chair

Reporting Officer: Kevin Brown

Date: July 02, 2024, Executive Committee Meeting

1.Ontario Command is still compiling their list of new Poppy Chairs and sent out a poll regarding branches with carry-over inventory and identifying any with ribbon machines. Branch 641 response submitted to and through Zone G5 Commander before deadline.

2.Early request to purchase two (2) wreaths by Commissionaire's in NCR became an adventure when UPS did not provide notification of non-delivery in a timely manner. Situation resolved "just in time" late in the afternoon the day before the National Indigenous Peoples Day Remembrance Ceremony organized by The Aboriginal Veterans Autochtones on June 21 was to take place.

3.The order for the maximum (10) allotment of "Tap-to-pay" machines for store locations in Barrhaven as part of the 2024 Poppy Campaign was submitted on 2024-06-17. We will not find out until later in August about how many we will receive.

I move my report.

Executive Meeting Tuesday July 2nd, 2024

Sports Report

On Saturday June 22nd, 2024, BR. 641 hosted the Zone G-5 Washer Toss. Barrhaven had a great group of 8 singles competitors and 5 doubles teams. Terry Claessen and Jeff Benson made it to the doubles finals while Michelle Guitard made it to the semifinals in singles. All three will be moving on to the District Event hosted by BR. 192 in Carleton Place on July 29th, 2024.

Thanks for the help of Dave Sereda, Debi Sereda, Terry Claessen and Caroline Boiley for setting up and the takedown of all the equipment. Extra thanks to Terry for having to build two additional washer box sets the day before the tournament.

Also, thank you Isabelle Lafrance and Kathy Touranski for selling 50/50 tickets and raised

\$110.00 for the Land and Building Fund. Finally, to Angele, Joyce and Stephane for feeding the group.

Michelle Guitard
Sports Officer

Cadet and Scouts Liason Report

Robert and Anne Cadet report

Cadet Corp 2332 is providing 9 Cadets

for Clarke Field Canada Day Parade of Flags

Robert MacNichol

Report From the Hospitality/Entertainment Chair Tuesday, July 2, 2024

Meals and Bands for July 2024:

- Monday, July 1, 2024, Canada Day Band: Heart & Soul Duo 12 p.m. – 5 p.m.
Hot Dog, Hamburgers, Grilled Cheese for sale
 - Wednesday, July 3, 2024, Open Mic, and Lunch 12:00 p.m. – 3:00 p.m.
- Friday, July 5, 2024, Pork à la Angel Band: Albert and The Collection 7 p.m. – 11 p.m.
 - Wednesday, July 17, 2024, Open Mic, and Lunch 12:00 p.m. – 3:00 p.m.
 - Friday, July 19, 2024, Steak Band: The BedRockers 7 p.m. – 11 p.m.
- Wednesday, July 31, 2024, Open Mic, and Lunch 12:00 p.m. – 3:00 p.m.

REPORT: Technology Officer
Reporting Officer: Kevin Brown
Date: Executive Committee, July 02, 2024

1. Projects completed:
 - a. Business proposal with quote submitted for Executive Committee decision regarding switch from Bell to Rogers for Internet and Telephone services.
 - b. New templates for invoices and Branch letterhead with appropriate Legion branding.
2. Projects in progress:
 - a. Write TOR and list of basic duties for the Technology Officer position.
 - b. Inventory of all A/V equipment and creation of simple "How to use" lists.
3. List of all Positional (Shared) Mailboxes currently in use:

RCL 641 Bar Operations	bar.operations@rcl641.ca
RCL 641 Cadet Liaison	Cadet.Liaison@rcl641.ca
RCL 641 Golf	golf@rcl641.ca
RCL 641 Help Desk	helpdesk@rcl641.ca
RCL 641 Info	info@rcl641.ca
RCL 641 Mailings	mailings@rcl641.ca
RCL 641 Public Relations	public.relations@rcl641.ca
RCL 641 President	president@rcl641.ca
RCL 641 Secretary	secretary@rcl641.ca
RCL 641 Sergeant-at-arms	sergeant.at.arms@rcl641.ca
RCL 641 Sports, Track and Field	Sports.Officer@rcl641.ca
RCL 641 Treasurer	treasurer@rcl641.ca
RCL 641 Valour Hall Rentals	hallrental@rcl641.ca
RCL 641 VSO	vso.barrhaven@rcl641.ca
RCL 641 Youth Education and Bursary	youth.education@rcl641.ca

I move my report.
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