

Royal Canadian Legion - Barrhaven Legion Branch 641 Executive Meeting Agenda November 6th 2023

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

Next Meeting November 21st General Meeting



The Royal Canadian Legion Barrhaven Branch 641

Minutes of Executive Meeting October 2nd 2023 Quorum 9

Legend P = Present R = Regrets A = Absent

Branch Officers (08)

Branch Officers (0	8)						
President			Lyle Brennan			Р	
Past President			Ed Schelenz			Р	
1st Vice Presiden	t		Mike	Harrietha		Р	
2nd Vice Preside	hairman	Bert Boehme			Р		
3rd Vice President			Angele Guy			Р	
Secretary			Lorna MacIsaac for Pam Hall			P/R	
Treasurer			Diane	Craig		Р	
Sergeant-At-Arms			Paul Leadston			Α	
Other Chairs (10)		Angele Guy	,	Р	Mike Harrietha	Р	
Dave Cole	Α	Debi Sered	a	R	Patrick Makinson	Р	
Anne Cole	Α	David St. A	mand	R	Joe Guitard	Р	
		Richard Lyr	nn	Р	Carol Anne Marleau	Р	

1. Call to Order

The meeting was called to order at 19:00 hrs by Chair, Ed Schelenz with 11 members in attendance.

- 2. Opening Ceremony Performed by President. Lyle Brennan
- 3. Motion to Deviate from the agenda Moved by Richard Lynn Seconded by Mike Harrietha
- **4**. **Presentation:** From Lions to Branch 641 President, Lyle Brennan for \$4,000 by President Marilyn Southall and Secretary James Doyle.

Presentation: From Branch 641 President, Lyle Brennan to Gord Crumpler of Barrhaven Food Cupboard for \$5,000

- 5. Review Minutes of Last Meeting Moved by Lorna MacIsaac Seconded by Angel Guy Carried
- 6. **Business arising from the Minutes & Unfinished Business** None
- Presidents Report Lyle Brennan Report attached Moved by Lyle Brennan Seconded by
 Mike Harrietha Carried
- 8. Treasurer's Report Diane Craig Moved by Diane Craig Seconded by Joe Guitard Carried
- 9. Sgt at Arms Report Paul Leadston Report. None
- 10. Correspondence Lorna Macisaac None
- 11. General Welfare of the branch / Motions
 - i) Motion: It was moved by that we donate \$800.00 to the Burlington Teen Tour Band D-Day +80 Campaign with the money coming out of ??? account.
 - Moved by: Richard Lynn Seconded by: Diane Craig Defeated
 - **Motion:** It was moved that we donate \$500.00 to the Youth Services Bureau (YSB) with the money coming out of the General account.
 - Moved by: Richard Lynn Seconded by: Stephane Guy Carried
 - **Motion:** It was moved that Branch 641 accepts the proposed modifications to our Policy and Procedures manual (attached).
 - Moved by: Stephane Guy Seconded by: Mike Harrietha Carried
 - **Motion:** It was moved that Branch 641 accepts the proposed modifications to our Clubhouse Rules (attached).
 - Moved by: Stephane Guy Seconded by: Carol Anne Marleau Carried

Motion: It was moved that Branch 641 approve an amount of \$5,000.00 to support the 75/742 Bands Program to purchase two professional grade sets of Bagpipes out of the Bingo Funds. Cheque to be made payable to 742 National Capital Squadron.

Moved by: Lyle Brennan Seconded by: Patrick Makinson Carried

12. Reports of Mandatory Standing Committees

- a) Legion Seniors Richard Lynn Nil Report
- **b)** Membership -. David St Amand Report Attached. Moved by Seconded by Carol Anne Marleau Carried.
- c) Poppy Stephane Guy Report Attached Moved by Stephane Guy Seconded by Mike Harrietha Carried
- d) Public Relations Deb Sereda No report
- e) Sports/Track and Field Joe Guitard No report

Comments: Discussion around June 2024 washer toss provincial tournament to be held in Valor Hall. Food can be provided by hospitality (Angel Guy and Team). Joe will confirm date and if Valor Hall is available and speak with Terry Claessen to get details of previous washer toss tournament held as he was the coordinator at the time.

- f) Poppy Trust Fund Bert Boehme No report
- g) Leadership and Development Bert Boehme No report
- h) Veterans Services & Branch Service Officer Anne Cole No report
- Youth Education and Bursary Carol Anne Marleau Report Attached Moved by Carol Anne Marleau Seconded by Angel Guy Carried

13. Reports of other Standing Committees and Standalone Positions

a) Bar Officer - David Sereda Report attached

Moved by Carol Anne Marleau Seconded by Patrick Makinson Carried

b) Constitution and Bylaw –Stephane Guy Report Attached

Moved by Stephane Guy Seconded by Mike Harrietha Carried

- c) Cadet Liaison and Scouts Patrick Makinson No report
- d) Entertainment, Hospitality & Special Events Angele Guy Report attached

Moved by Angel Guy Seconded by Diane Craig Carried

- e) Finance Bert Boehme No report
- f) Grants and assistance Richard Lynn Report Attached. Moved by Richard Lynn Seconded by Angel Guy Carried
- g) Honours and Rewards Ed Schelenz No report
- h) Hospital Visits No report
- i) Housing Dave Cole -
- j) No report
- k) Long Range Planning Stephane Guy Report attached Moved by Stephane Guy Seconded by Diane Craig Carried
- Community Liaison Dave Sereda Report attached
 Moved by Carol Anne Marleau Seconded by Patrick Makinson
- m) Ways and Means Anne Cole No report

General & New Business The following issues were tabled and disc	ussed	ı:
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Carol Anne Marleau brought up voice mail for Legion and asked if whomever is in charge of this can text or email the messages to the appropriate party for whom the message is left instead of leaving it on a piece of paper that can be easily lost. It was discussed and Lorna MacIsaac will take care of voicemails going forward after discussing with Gail Prevost and Anne Cole and will then communicate same with Pam Hall, Branch Secretary.

- **15. Motion to Adjourn -** Moved by Diane Craig
- **16. Closing Ceremonies** Performed by Lyle Brennan and meeting adjourned at 7.30 pm

MEMORIUM EORUM RETINEBIMUS

God Save the King

Lyle Brennan	Recording Secretary Lorna MacIsaac
President	



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641 President's Report

Executive Meeting 6 November 2023

Report: Lyle Brennan, President

Our Poppy Campaign has been making excellent progress, all thanks to our dedicated volunteers and the generous support of the Barrhaven community. As of the time of writing this report, our cadets and volunteers will be continuing their efforts throughout this weekend and the upcoming week.

Furthermore, preparations for our Annual Veteran's Dinner on Saturday, November 4, are well underway, and the event has been completely booked. Additionally, we are actively preparing for the Remembrance Day Ceremony next weekend.

The Barrhaven Remembrance Ceremony on November 11th, held at John McCrae, provides a solemn occasion for us to pay tribute to the sacrifices of our brave service personnel of the Canadian Armed Forces and Royal Canadian Mounted Police, both past and present, who have dedicated their lives to safeguarding our Canadian values and freedoms.

I want to express my heartfelt gratitude for the unwavering support and dedication of our members. Let us remain resolute in our commitment to honoring and preserving the memory of our veterans.

"Lest we forget"

I move my report

Sergeant at Arms report

Plans are in place for the Remembrance Day Services at John McCrae. We have arranged for a forty-piece Cadet Band who will be providing the music this year instead of having prerecorded music.

Requests have come in for a veteran to attend service at Barrhaven Manor on the 10th and at Carleton Lodge on the 9th. I will attend both of these events personally.

Seniors Officer Report:

Oct 29/2023 Information Session on Navigating Retirement Living, from 2 till 3pm (1400 till 1500 Hours) only 4 people showed up. Bad timing (Poppy Campaign in progress), not interesting enough a subject.

November exec 2023 MEMBERSIP REPORT

Membership Total: 741 active accounts

Last year – 724 Quorum – 36

New Todd Simpson Affiliate

Bill Jones Associate

Yevgeniy Kozlov Affiliate – joined online Shelley Anderson Associate – joined online

Re-instate

New/Transfer in LCol Jean-Francois Lambert Ordinary Vet Welcome Program

Transfer out

Deceased John McDonald Ordinary

//Signed//

David St Amand Br641 Membership

POPPY CHAIR

The poppy campaign is well under way and so fare and with few issues, it is going well. Of course, it is disappointing that so many spots have been left unmanned but thankfully for our dedicated store captains, the made arrangements to mitigate this fact.

The Veterans Dinner is at full capacity with 73 guests, but the interesting fact is that 64 are veterans, spouses and caretakers. This is truly a success as it is exactly, what this dinner is all about. As I submitted my report before this event, I expect that it has gone well.

The Remembrance Day activities are also well on its way and all preparations have been performed. As per previous years, the ceremony will be at John McRae Secondary School followed by a reception at Walter Baker as well at our branch. We do expect a large audience as it is on a Saturday.

I move my report.

Stephane Guy

Veterans Services

Members may have heard of a visit by the Ministry of Children and Social Services to inform on Soldier's Aid program. Am currently working with two veterans who are applying for assistance through it

Youth Education Report Executive Meeting: 06 November 2023

Bursaries

1. The Bursary application process ran from 01 September 2023 through 31 October 2023. 2. We received two applications for bursaries. 3. A congratulatory email was sent to each candidate on November 1, 2023. 4. Payment Request Forms were completed and two cheques in the amount of \$1000 were mailed to the successful candidates. 5. A special thank you to Lyle Brennan for his guidance through this process.

Contests

1. The deadline for poster and literary submissions is Wednesday, November 15, 2023, at 7:00 pm 2. Reminder: a) Valour Hall has been booked for 9:00 am on Saturday November 18, 2023, for judging of all Poster and Literary Contest submissions. It is hoped that we could finish by noon or shortly after. b) Please contact me if you are interested in assisting. Many hands make light work. A reminder will be sent out to Legion Members via our Website. 3. Reminder: Valour Hall is booked for the Poster and Literary Contest Award Ceremony to take place on Sunday, January 21, 2023. Judges will be invited to the ceremony. 4. Questions may be directed to the Youth Ed chair.

I move my report
Carol Anne Marleau
Youth Education & Bursary Chair Email: RCL641.youthedbursary@gmail.com
613-878-9142

EXECUTIVE MEETING NOVEMBER 2023 CONSTITUTION AND LAWS

Following a request from Ontario Command, the modifications to our Procedure and Policy Manual as well as our Clubhouse Rules have been delayed until after Remembrance Day. No issues is expected. I move my report.

Stéphane Guy
Constitution and Law chair

613-797-7021

THIS IS AN ENTERTAINMENT/HOSPITALITY MONTHLY REPORT EXECUTIVE MEETING MONDAY, NOVEMBER 6, 2023

MEALS AND SPECIAL EVENTS FOR November & December:

- 2 Friday, November 10, 2023 Salmon OR Chicken Band: Marleen Fawcett
- 🛚 Saturday, November 11, 2023 Remembrance Day with Potluck Band: Lauren Hall
- Wednesday, November 15, 2023 Open Mic Lunch from 12-2pm music from 12:30-3pm
- 2 November 15, 2023 Ticket for the Christmas Dinner will come on sale. Meal made by

Hospitality.

- 2 Friday, November 17, 2023 Roast Beef Band: Heart & Duo
- 2 Friday, November 24, 2023 Ham & Damp; Scallop Band: The Mojo Bros
- ☑ Saturday, November 25, 2023 Annual Market from 9 am 4pm Table: \$50.00

Electric: \$10.00 Available now, 14 rented so far on 16 available.

2 Monday, November 27, 2023 Lion's Catering

MEALS AND SPECIAL EVENTS FOR DECEMBER:

December will be a busy time for Hospitality.

- ☑ Friday, December 1, 2023 Tickets for New Year's Eve Dinner/Dance will come on sale. Meal made by Hospitality.
- 2 Saturday, December 2, 2023 Catering for Pam's group the Mustang
- 2 Wednesday, December 6, 2023 Open Mic Lunch from 12-2pm music from 12:30-3pm
- 2 Friday, December 8, 2023 Pork Tenderloin Band: Albert & December 8, 2023 Por
- 2 Saturday, December 9, 2023 Brunch with Santa 10:30am-12:30pm
- 2 Sunday, December 10, 2023 Lion's Brunch 10am
- ☑ Friday, December 15, 2023 Christmas Dinner made by Hospitality Band: Heart & Duo
- ☑ Wednesday, December 20, 2023 Open Mic Lunch from 12-2pm music from 12:30-3pm
- 2 Sunday, December 31 New Year's Eve Dinner/Dance Band: Nostalgia
- 2 Monday, January 1, 2024 Levee Band: Alex Lopez 12-4pm

I move my report
Angel Guy
Entertainment/Hospitality Chair

Grants and Assistance Officer:

- 1- A request for assistance comes from the Canadian Cancer Society Research for \$390. As we donated this same amount to this same cause in August it is recommended we abstain from donating this time.
- 2- A request for assistance comes from Catholic Centre For Immigrants Foundation. We last donated \$250 in January of this year. Donation goes to critical programs such as Food Pantry or children's program as well as many programs to help newcomers feel a sense of community. With what is happening around the globe it is felt that this donation is desperately needed for this Ottawa based organization.



PROPOSED MOTION

Executive Meeting Date 06/Nov/2023

Secretary Signature _____

Moved by: Richard Lynn Grants and Assistance Oπicer
Seconded by:
General Meeting Date Not applicable
Moved by:
Seconded by:
I move that we donate \$250.00 to the Catholic Centre for Immigrants Foundation with the money coming out of account.
Background
This money will go to provide Food Pantry and Children's Programs in the Ottawa area.
Executive Meeting Carried Yes/No
General Meeting Carried Not applicable

Housing

Dave Sereda – Replacement of seats in the Valour Hall chairs.

See quote from Kessels in the package

Kessels Upholstery

107 Colonnade Rd S, Nepean, ON K2E 7M3, Canada

Ottawa, Ontario Estimate Submitted 10/5/2023 - Prepared By:

<u>Estimate For</u> <u>Payable To</u>

Kessels Upholstery d719c735

Estimate ID

P.O. #

davidmsereda@gmail.com

David Serada - Legion

<u>Terms/Payment Method</u> 50% Deposit/Balance Upon Completion

613-218-7306

Description	Units	Unit Price	Total Price
Reupholster Seats - Wrap Around Style	147.00	\$70.00	\$10,290.00
New Foam for Seats - 1" inch rm Qualex 41 - 20 year warranty	150.00	\$12.00	\$1,800.00
57 Yards Matched Vinyl for Chairs Charlotte V655 Wine - 20 Year Warranty	57.00	\$47.00	\$2,679.00
Pick-Up and Delivery - No Charge			\$0.00
Batches of 30-50 picked up when neccesary			\$0.00
			\$0.00
			\$0.00
HST #792595282 Amount Paid:	\$0.00	Subtotal	\$0.00 \$14,769.00

Comments: **Balance Due:** \$16,688.97 HST \$1,919.97

Deposits are required in order to proceed and will be considered acceptance of the terms in this contract. All labor is guaranteed for 1 year, excluding materials. All existing

Total

\$16,688.97

structural damage not covered in this contract is not subject to warranty. If additional work is required you will be noti ed before moving forward. Pieces left at our shop exceeding one month, unless otherwise organized will be subject to storage fees or will be discarded. Unspecified items are not obligatory. Balances must be paid prior to delivery of items. Interest will accumulate on unpaid balances.

Estimates are valid for 30 days

LONG RANGE PLANNING

I heard news that the delivery of the condos that we previously sold has been delayed until November 2024. Unfortunately, it also delays our possibility to apply for a mortgage however, it allows more time to complete the work that needs to be done prior to applying for a mortgage.

I move my report.

Stéphane Guy

Long Range Planning Chair

613-797-7021

Ways and Means

Reminder of President's draw in December. I have several items and still looking for more.

Thanks,

Anne