



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA DECEMBER 17TH 2024

1. Call to Order
2. Indigenous Land acknowledgement
3. Opening Ceremony Presentations
4. Motion to Deviate from the Agenda
5. Adopt Minutes of the General Meeting of November 26th 2024
6. Business Arising from Minutes and Unfinished Business
7. President's Report Lyle Brennan In the Package
8. Treasurer's Report Diane Craig Provided
9. Sergeant at Arms' Report Paul Leadston No Report
10. Correspondence Secretary Pam Hall Verbal
11. General Welfare of the Branch/Legion Motions

12. Reports of Mandatory Standing Committees

Committee	Chair
Membership	Joe Guitard in the Package
Poppy Campaign	Kevin Brown In the Package
Public Relations	Debi Sereda No Report
Legion Seniors	Richard Lynn In the Package
Sports/Track & Field	Michelle Guitard No Report
Poppy Trust Fund	Bert Boehme No Report
Leadership & Development	Bert Boehme No Report
Youth Education/Bursary	Carol Anne Marleau in the Package
Veterans Service Officer	Anne Cole

13. Reports of Other Standing Committees and Standalone Positions

Committee	Chair
Bar	Dave Cole
Constitution & Laws	Stephane Guy In the Package
Cadets & Scouts	Robert MacNichol & Anne Cole In the package
Entertainment & Hospitality	Angele Guy In the Package
Finance	Bert Boehme No Report
Grants & Assistance	Richard Lynn No Report
Honours & Awards	Ed Schelenz No Report
Hospital Visits	Louise Laflamme
Housing	Dave Cole
Long Range Planning	Stephane Guy In the Package
Community Liaison Officer	Dave Sereda No Report Regrets
Ways and Means	Dave Sereda No Report Regrets

Next Executive Meeting: Tuesday – January 7th, 2025, 7 pm
Next General Meeting: Tuesday – January 21st, 2025, 7 pm



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Committee
Technology Report

Chair
Kevin Brown in the package

13. General & New Business

14. Motion for Adjournment: Moved by:

15. Closing Ceremony

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The Royal Canadian Legion Barrhaven Branch 641

Minutes of General Meeting November 26th, 2024

Legend P = Present R = Regrets A = Absent OA = On Assignment AR = Attached Report NR = Nil Report VR = Verbal Report

Branch Officers (8)

President	Lyle Brennan	P
Past President	Stephane Guy	P
1st Vice President	Bert Boehme	P
2nd Vice President	Angele Guy	P
3rd Vice President	Richard Lynn	P
Secretary	Pam Hall	P
Treasurer	Diane Craig	P
Sergeant-At-Arms	Paul Leadston	P
Chairperson	David Cole	P
Chaplain	Reverend Margo Whittaker	A

OTHER CHAIRS (15)

Dave Cole	P	Stephane Guy	P	Angele Guy	P
Bert Boehme	P	Richard Lynn	P	Ed Schelenz	P
Robert MacNichol	P	Anne Cole	P	Kevin Brown	P
Carol Anne Marleau	P	Will Read	P	Debi Sereda	R
Joe Guitard	P	Michele Guitard	P	Dave Sereda	P

Item	Subject	Action
1.	Call to Order The meeting was called to order by Dave Cole	
2.	Indigenous Land Acknowledgement Dave Cole	
3.	Opening Ceremony Performed By: Lyle Brennan	
4.	Motion to deviate from the agenda Moved by: Dave Cole Seconded by Jennifer Dunham	Carried



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Item	Subject	Action
5.	Minutes of the last General Meeting October 15th, 2024, are in the package Moved by Jennifer Dunham Seconded by Gary Helman	Carried
6.	Business arising from the minutes & unfinished business None	Carried
7.	President's Report Lyle Brennan - Report is in the package. Moved by Lyle Brennan Seconded by Angele Guy	Carried
8.	Treasurer's Report Diane Craig Report is provided Moved by: Diane Craig Seconded by: Richard Lynn	Carried
9.	Sergeant-At-Arms Paul Leadston No Report	
10.	Correspondence Thank you letters for donations	
11.	General Welfare of the Branch/Legion Motions Motion: Moved by Richard Lynn Seconded by Terry Claesson Barrhaven Legion make a donation from Bingo/Nevada account in the amount of \$5000 to purchase 50 bed mattress covers at Camp Opemikon Motion: Moved by Richard Lynn Seconded by John Bowden Barrhaven Legion make a donation from the Bingo/Nevada account to R.I.S.E Academy in the amount of \$2000 Motion: Moved by Stephane Guy Seconded by John Bowden Branch 641 requests a small loan of \$50000 from Ontario Command at 2% interest rate.	Carried Carried Carried Carried
12.	Reports of Mandatory Standing Committees: Membership: Joe Guitard Report is in the package Moved by Michelle Guitard Seconded by Terry Claesson Poppy Campaign: Kevin Brown Report is in the package Moved by: Kevin Brown Seconded by: Ernie Hughes Public Relations: Debi Sereda No Report Legion Seniors: Richard Lynn Report is in the package Moved by Richard Lynn Seconded by Dave Cole Remarks: Stephane clarified what Veterans House is all about. It houses homeless veterans. At present there are 67 men and 5 women. As an adult only facility, it serves as an interim step to accommodation elsewhere. Kits with essential needs are provided.	Carried Carried Carried



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Item	Subject	Action
	Sports / Track & Field: Michele Guitard Report is in the package Moved by Michelle Guitard Seconded by Carol Anne Marleau Poppy Trust Fund: Bert Boehme No Report Leadership & Training: Bert Boehme No Report Youth Education & Bursary: Carol Anne Marleau Report is in the package Moved by: Carol Anne Marleau Seconded by: Michele Guitard Veteran Service Officer: Anne Cole Report is in the package Moved by Anne Cole Seconded by Kevin Brown	Carried Carried Carried
13.	Reports of Other Standing Committees and Standalone Positions: Bar: Dave Cole No Report Constitution & Laws: Stephane Guy Report is in the package Moved by: Stephane Guy Seconded by Carol Anne Marleau Cadet Corps & Scouts: Robert MacNichol & Anne Cole No Report: Entertainment, Hospitality & Special Events: Angele Guy Report is in the package Moved by: Angele Guy Seconded by Diane Craig Remarks: Upcoming craft fair will include a bake table for fundraising and New Year tickets go on sale December 2nd Finance: Bert Boehme No Report Grants & Assistance: Richard Lynn Report and Motions in the package Moved by Richard Lynn Seconded by John Bowden Honours & Award: Ed Schelenz Report is in the package Moved by Ed Schelenz Seconded by Ernie Hughes Hospital Visits: Richard Lynn Report is in the package Moved by Richard Lynn Seconded by Jennifer Dunham Housing: Dave Cole No Report Long-Range Planning Stephane Guy Report is in the Package Moved by Stephane Guy Seconded by Diane Craig Remarks: We were advised about 6 weeks ago that Phoenix made an error in the advertisement of the condos where it advertised 9-foot ceilings on the second floor when in fact the plans called for an 8 foot ceiling. This error caused three condo buyers to walk away without any consequences and to be reimbursed for the downpayment already provided. We will have a period of three months to resell these units but due to the lower housing market, it is forecasted that they will be sold approximately \$30,000.00 less than the original sold price for each of these three units. This in turn will reduce our profit by approximately \$90,000.00. The unexpected legal fees to handle this situation will be approximately \$8000.00. We were able to avoid another reduced profit of approximately \$100,000.00 as Phoenix approved a reduced sold price of \$10,000.00 for 10 units. At one point they wanted Branch 641 to absorb this reduced price but we were able to have it accepted by Phoenix to absorb this.	Carried Carried Carried Carried Carried Carried



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Item	Subject	Action
	Community Liaison: Dave Sereda No Report Ways & Means: Dave Sereda Verbal Report Technology Report: Kevin Brown Report is in the package Moved by Kevin Brown Seconded by Diane Craig	Carried
14.	General and New Business including matters respecting the welfare of the Legion and Branch Nevada update by Kevin Brown. Will be operational soon and new games	
15.	Motion for Adjournment Moved by Jennifer Dunham	
16.	Closing Ceremonies Presided over by Lyle Brennan and the meeting adjourned at 8 pm	

MEMORIAM EORUM RETINEBIMUS
God Save the King

Comrade Lyle Brennan
President

Comrade Pam Hall
Secretary

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THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA DECEMBER 17TH 2024

President's Report

General Meeting December 17th, 2024

Report: Lyle Brennan, President

It's been a busy few months and December is here. We have more great events on the way to celebrate the holidays and ring in the new year, so keep an eye out on the bulletin board and our website to stay informed.

The Presidents Draw took place at the Branch on December 8th. The prizes were amazing, and we thank all who contributed. Membership should consider sending holiday greeting cards to veterans at the local seniors' homes in the Barrhaven area.

Did you know you can also send an electronic greeting to the members of Canadian Armed Forces? Let them know you appreciate their service by sending a message on the monitored message board at:

<https://www.canada.ca/en/department-national-defence/services/contact-us/write-troops.html>

"Lest we forget"

I move my report

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THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA DECEMBER 17TH 2024

PROPOSED MOTION

COMMITTEE OR POSITION IDENTIFIER Technology Officer

PRESENTING MEMBER Kevin Brown

Executive Meeting Date December 02, 2024

Moved by: Kevin Brown

Seconded by: William Read

Executive Meeting Carried: Yes

General Meeting Date December 17, 2024

Moved by: Kevin Brown

Seconded by:

General Meeting Carried: Yes / No

Secretary Signature

MOTION

1. I move that the Point-of-Sale system hardware be modernized and that a new service contract be established with Capital POS, for a grand total of \$8,277.34, HST included.

BACKGROUND

2. On Friday, December 06, 2024 POS2 had a screen malfunction. It was repaired the next day with a replacement part provided by Capital POS after on-site troubleshooting did not resolve the issue. The new terminal screens are designed to avoid this specific type of malfunction.
3. The three devices running the Pixel Point POS software are all at or past Microsoft "End-of-Life" support for the operating system, which creates a security threat. They are also so old that they cannot take advantage of the new enhanced internet and networking capabilities at our branch.
4. The current service agreement is on a call-by-call basis. The new one, which includes advanced security software protections, would also provide for interim replacement parts while warranty issues or more advanced repairs are addressed. It would also include basic training elements for managers as well as assistance with system-wide modifications (such as bulk updates for temporary HST regulations).
5. The details of the quote/estimate are attached.



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

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DESCRIPTION	QTY	RATE	ONE-TIME	M	Y	Invoice1	Monthly
POS TERMINALS							
M7150 15" Touch Screen	2	\$1,668.00	1			\$3,336.00	
M715X Celeron Win10 IOT	2	\$98.75	1			\$197.50	
WARRANTY/EXCHANGE OPTIONS							
Depot Exchange 5 year	2	\$270.54	1			\$541.08	
POS FILE SERVER							
i9-13900H Win11Pro	1	\$2,499.00	1			\$2,499.00	
INSTALLATION / CONFIGURATION FEES							
Software configuration and transfer	6	\$65.00	1			\$390.00	
Hardware installation on site	2	\$110.00	1			\$220.00	
HARDWARE EXPENSES (INCLUDING INSTALLATION FEES)						\$7,183.58	
CPS SUPPORT AGREEMENT Monthly							
	1	\$110.00		m		\$110.00	\$110.00
On-site and remote support, training and emergency replacements*							
N-ABLE SYSTEM MANAGEMENT SOFTWARE							\$31.50
N-able Security	1	\$6.50		m		\$6.50	
Cove Data Backup - Disaster Recover	1	\$15.00		m		\$15.00	
N-central Remote Management	1	\$10.00		m		\$10.00	
SERVICE CONTRACT AND SECURITY SOFTWARE FEES						\$141.50	
SUBTOTAL							
						\$7,325.08	\$141.50
HST (ON) @ 13%							
						\$952.26	
TOTAL							
						\$8,277.34	



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Poppy Chair Report

1. The Gross Revenue collected from all sources contributing to the 2024 Poppy Campaign is in excess of \$82,000.00. Here is the breakdown:

Source	Gross Revenue	Percentage
Traplines	\$11,036.80	14%
Schools	\$3,646.16	4%
Cadet		
Days	\$5,819.75	7%
Donations	\$1,479.95	2%
Wreaths	\$4,265.00	5%
Tap2Pay	\$17,896.00	22%
Stores	\$37,915.95	46%
	\$82,059.61	

2. A few wreath payments still need to be confirmed to finalize the accounting, and there is at least one cheque stuck in the mail from a school, but at this point the detailed financial reporting transfers over from the Poppy Chair to the Poppy Trust Fund Chair.
3. Regarding the "Poppy Appreciation Awards," to address some questions we've received, the criteria for recognition involve demonstrating "special service" that goes beyond typical participation. This could be through exceptional commitment, by scope of responsibilities, complexity or with multiple types of roles. The list of recipients will be published to coincide with the awards presentation planned for the General Meeting in January 2025.
4. Thank-you letters for the store locations and other organizations that enabled us to have such a successful 2024 Poppy Campaign will be sent out in the near future by email or hand-delivered, due to the ongoing mail delivery situation.

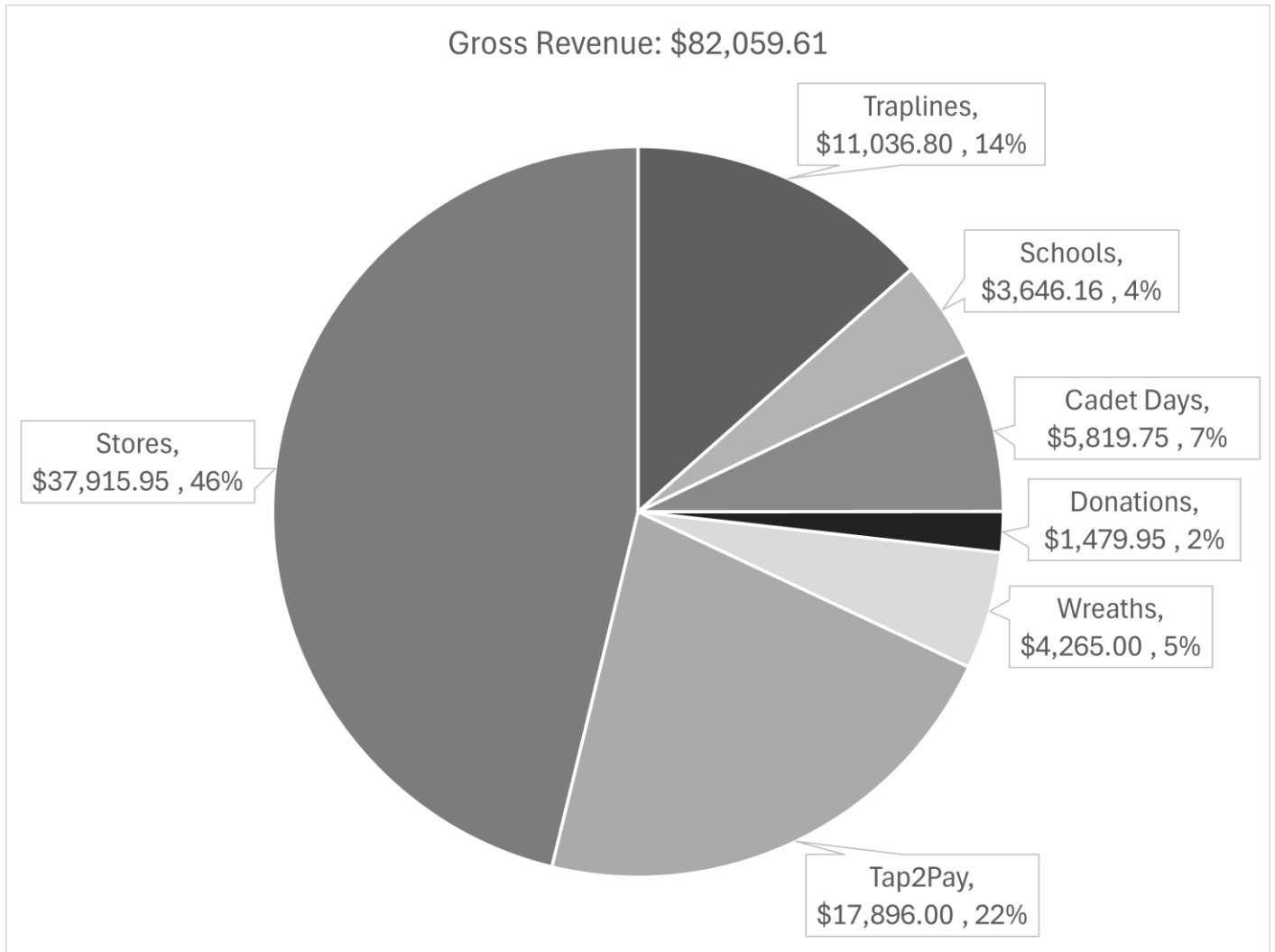
I move my report.

Regards,



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

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Next Executive Meeting:
Next General Meeting:

Tuesday – January 7th, 2025, 7 pm
Tuesday – January 21st, 2025, 7 pm

PAM HALL

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Seniors - There is no report from one of the Retirement Communities, so we had to estimate again this year, so we have obtained 45 Legion Red Blankets at a cost of \$19.00 each for a total of \$855.00 each pre-tax from the Poppy Fund for the Veterans in nursing homes/retirement communities/etc. We will deliver the gifts for Christmas on Wednesday the 18/December/2024.

If any member of Branch 641 would like to come along and help Anne and I deliver the gifts, we would greatly appreciate the help as there are 8 homes around the Barrhaven community to visit and about 45 veterans. The feeling of giving these gifts we fill you full of joy and the Christmas Spirit as you see their joy of receiving.

Richard Lynn

Youth Education Report

General Meeting – 17 December 2024

Bursaries

1. Nothing to report.

Contests

The branch Poster and Literary Contest judging took place on Saturday, November 23, 2024. We received a total of 313 entries from 10 Barrhaven area schools.

1. I would like to thank everyone who supported the Youth Program on judging day. They are: James Craig, Kevin Brown, Alice Boehme, Bert Boehme, Jennifer Dunham, Robert MacNichol, Michelle Guitard, Isabelle Lafrance, Debi Sereda, David Sereda, Dianne Powers, Bev Scott, Cathy Enright,

PAM HALL

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Jacob Craig, Anna Cummins and Lyle Brennan. Unfortunately, Nancy Rule, Joyce Barr were unable to attend.

2. I have not received all Photo Consent Forms from students and parents and therefore will not provide a list of the winning students however their work will be displayed at the Awards Ceremony.
3. Counsellors Mr. David Hill and Mr. Wilson Lo have been invited to participate at the Awards Ceremony. I have received no response from them to-date.
4. First, second and third place winners of each Category as well as Schools have been notified of the results and have been invited to the Awards Ceremony which is scheduled on Sunday, January 19, 2025 at 1:00 pm. An invitation to Volunteers has also been send.
5. Questions may be directed to the Youth Ed Chair.

I move my report,

Carol Anne Marleau

Chair, Youth Education and Bursary

Cadet Liaison Report

1. 75 Sqn will assist Branch 641 On January 8th, 2025, at the Veterans Bingo night held at 7pm Perly Veterans Health Centre 1750 Russell Road Ottawa.
1. I sent an email to all Cadet Corps CO's thanking their Cadets for assisting with the 2024 Poppy Campaign and Remembrance Day Service and Parade



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA DECEMBER 17TH 2024

Hospitality Report

Tuesday, December 17, 2024

- Sunday, December 1, 2024 Annual Market. The Market went well and it was steady all day.
- Wednesday, December 4, 2024 Open Mic it wasn't as busy as usual, because there was a snow storm that day. But we still had a lot of people.
- Friday, December 6, 2024 There was no Meal just a Cover Charge and the Band was 4Better Times and we had 54 people that stayed till the end.
- Friday, December 13, 2024 Band: Arc Of Fire We are having our Christmas Dinner with an Ugly Christmas Sweater Contest Prize for the ugliest one. There was no after dinner dance we were sold out.
- Sunday, December 15, 2024 Fundraiser Breakfast with Santa in collaboration with the Food Cupboard. We didn't have the amount of people that bought tickets like we wanted but we are still doing it.

Events in December:

- Wednesday, December 18, 2024 Open Mic from 12pm-3pm It will be the last one for the year and I hope the weather will be nice to us.
- Friday, December 31, 2024 Meal: Roast Beef Closed party Band: Snap, Crackle and Pop 7pm-1am Only 39 tickets are sold as of December 9, 2024.

Events in January but more to come at the next meeting

- Saturday, 2025, January 1 Levee Potluck Band: Snap, Crackle and Pop don't forget to sign up for the Potluck it is on the Bulletin Board.
- Friday, January 3, 2025 Meal: Meatloaf & Mash potatoes Band: The BedRockers 7pm-11pm
- Wednesday, January 8, 2025 Open Mic 12-3pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA DECEMBER 17TH 2024

- Friday, January 10, 2025 Meal: Steak Band: TBD
- Friday, January 17, 2025 Meal: Pork Roll Band: Divided Highway 7pm-11pm
- Wednesday, January 22, 2025 Open Mic 12-3pm
- Friday, January 24 Meal: Salmon OR Chicken Band: Arc Of Fire 7pm-11pm
- Friday, January 31 Meal: Ham & Scallop Potatoes Band: Hallman & Hoffman 7pm-11pm

I move my report

Angel Guy 2nd Vice, Hospitality/Entertainment Chair

LONG RANGE PLANNING

This is a further update on the 8-foot ceiling issues with the building that we purchased and sold the units as condos for a profit.

The situation is now back under control with the following outcome.

1. Our profit has been reduced by \$90k based on the expected resold price. Now expecting a profit of approximately \$300k
2. Our unexpected legal fees will be between \$8k and \$10k.
3. We were able to avoid a further reduction of our profit valued at \$100k, which was \$10k reduction of the sold price for 10 units.
4. We were able to avoid the interim fees for the three release units for a period of three months for a value of \$5177.43
5. The three released units will now be up for sale for a period of three months. If they are not sold by then, they will be given back to Phoenix without any liability to branch 641. (no penalties, all deposit returned and no liability with respect to the units)
6. We had to absorb an additional interim fee for 10 units valued at \$7095.16. However, we had agreed as per the original contract to pay the interim fee of up to \$1.5k for 10 units for a period of 4 months valued at a

PAM HALL

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GENERAL MEETING AGENDA DECEMBER 17TH 2024

maximum of \$60k. However, the actual interim fee is about a third of what was expected, and our liability has been reduced to approximately \$23k.

At least now it is in a steady state until closing when money finally appears in our bank account.

I move my report.

Stéphane Guy

Long Range Planning Chair

General & New Business

Nevada Update

1. On November 26, Arrow Games Inc provided a webinar for Legion branches across Ontario regarding the new funding model and a refresher on the administrative processes associated with managing a Nevada license. A new Legion "game" was presented, however it is still in the approval process (has been since 2022).
2. The new funding model allows for Legion branches to transfer some of the proceeds to their General Account through an invoice for the rental of space on the premises, instead of everything being allocated to the Nevada Trust Fund.
3. Nevada business is now being conducted with a new dedicated Nevada@rcl641.ca mailbox.
4. On December 09, the new license for Nevada Break Open Tickets was issued by the City of Ottawa, on receipt of the cheque covering the next batch of tickets (delivered in person). It has been posted in its normal place behind the bar.
5. Following receipt of the new license, an order was placed for 10 boxes of AG92 Form XS03 "Giant Gems" three window tickets. See attached image for the new look, winners and payouts.
6. The order was accepted by Arrow Games Inc. and the 10 boxes were delivered on December 10.
7. Sales for the Nevada tickets resumed at 5 p.m. on December 10.

End of Update – Kevin Brown



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

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Technology Report – above item 11 with motion.

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