



The Royal Canadian Legion Barrhaven Branch 641

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 October 15th 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 see in Reports

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 /regrets
Legion Seniors	Richard Lynn In the Package
Sports/Track & Field	Michelle Guitard In the Package
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 in the Package

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
Entertainment & Hospitality	Angele Guy In the Package
Finance	Bert Boehme No Report
Grants & Assistance	Richard Lynn In the Package/Motions
Honours & Awards	Ed Schelenz In the Package
Hospital Visits	Louise Laflamme/Richard Lynn 3 visits
Housing	Dave Cole
Long Range Planning	Stephane Guy In the Package
Community Liaison Officer	Dave Sereda
Ways and Means	Dave Sereda No Report
Technology Report	Kevin Brown In the package

13. General & New Business

14. Motion for Adjournment: Moved by:

15. Closing Ceremony



The Royal Canadian Legion Barrhaven Branch 641

Minutes of General Meeting October 15th 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	R
Past President	Ed Schelenz	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	R
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	R	Anne Cole	P
Kevin Brown	P	Michele Guitard	P
Carol Anne Marleau	R	Will Read	P
Debi Sereda	P	Dave Sereda	P
Joe Guitard	P		

Item	Subject	Action
1.	Call to Order The meeting was called to order by Dave Cole	
2.	Opening Ceremony Performed By: Bert Boehme	
3.	Motion to deviate from the agenda Moved by: Dave Cole Seconded by Jennifer Dunham	
4.	Minutes of the last General Meeting September 17th 2024 are in the package Moved by Pam Hall Seconded by Graham Forrester	Carried
5.	Business arising from the minutes & unfinished business None	
6.	President's Report Lyle Brennan - Report is in the package. Moved by Bert Boehme Seconded by June Dale	Carried
7.	Treasurer's Report Diane Craig Report is provided	

Item	Subject	Action
	Moved by: Diane Craig Seconded by: Kim Krueger	Carried
8.	Sergeant-At-Arms Paul Leadston Report is in the package Moved by: Stephane Guy Seconded by: Anne Cole	Carried
9.	Correspondence None	
10.	General Welfare of the Branch / Legion Motions Motion: Moved by Stephane Guy Seconded by Joe Guitard Branch 641 approves the modifications to our branch policy and procedure manual rules as presented Motion: Moved by Stephane Guy Seconded by Steve Maddison Branch 641 approves the modifications to our branch clubhouse rules as presented	Carried Carried
11.	Reports of Mandatory Standing Committees: Membership: Joe Guitard Report is in the package Moved by Joe Guitard Seconded by Graham Forrest Poppy Campaign: Kevin Brown Report is in the package Moved by: Kevin Brown Seconded by: Diane Craig Remarks: A meeting will be held on Thursday October 24 th for store captains, merchandise and trapline volunteers. Public Relations: Debi Sereda No Report Legion Seniors: Richard Lynn No Report Sports / Track & Field: Michele Guitard No Report	Carried Carried

Item	Subject	Action
	<p>Remarks: Dates for upcoming events will be released soon</p> <p>Poppy Trust Fund: Bert Boehme Verbal Report: Recent declines for funds include maintenance of the grounds for the memorial near Kemptville, \$2000 donation to Female Veterans, Bursary and Veterans Dinner. The branch will fund from the bingo account.</p> <p>Leadership & Training: Bert Boehme No Report</p> <p>Youth Education & Bursary: Carol Anne Marleau Report is in the package</p> <p>Moved by: Carol Anne Marleau Seconded by: Michele Guitard</p> <p>Veteran Service Officer: Anne Cole Verbal Report: Afghanistan Veterans may qualify for compensation concerning health hazards they may have been exposed to.</p>	Carried
12.	<p>Reports of Other Standing Committees and Standalone Positions:</p> <p>Bar: Dave Cole No Report</p> <p>Constitution & Laws: Stephane Guy Report is in the package</p> <p>Moved by: Stephane Guy Seconded by: Diane Craig</p> <p>On Screeed Presentation: Highlights were presented on the changes to the clubhouse rules and policy and procedures manuals. The following were moved to policy and procedures:</p> <p>Opening and closing hours, Admission to the clubhouse, Cashing of cheques. Under clubhouse rules are Dress code, Deportment, Guests, Gaming/gambling, suspension of privileges</p> <p>Following a discussion led by Graham Forrest we will be enforcing a no hat rule in Valour Hall for all Legion hosted events.</p> <p>Cadet Corps & Scouts: Robert MacNichol & Anne Cole Verbal Report: Roles of Cadets in the Poppy campaign and Perley Hospital events</p>	<p>Carried</p> <p>Carried</p>

Item	Subject	Action
	<p>Entertainment, Hospitality & Special Events: Angele Guy Report is in the package</p> <p>Moved by: Angele Guy Seconded by: Jennifer Read Remarks: Still a few tickets left for the Veterans’ Dinner and Guest Speaker announced</p> <p>Finance: Bert Boehme Financial Report provided</p> <p>Grants & Assistance: Richard Lynn No Report</p> <p>Honours & Award: Ed Schelenz No Report</p> <p>Hospital Visits: Louise Laflamme No Report</p> <p>Housing: Dave Cole No Report</p> <p>Long-Range Planning Stephane Guy Report is in the Package Moved by Stephane Guy Seconded by Diane Craig</p> <p>Community Liaison: Dave Sereda No Report</p> <p>Ways & Means: Dave Sereda Report is in the Package Moved by Dave Sereda Seconded by Angele Guy</p> <p>Technology Report: Kevin Brown Report is in the package</p> <p>Moved by Kevin Brown Seconded by Graham Forrest</p> <p>Remarks: Increased capacity and speed are now available to guests and business conducted on the premises</p>	<p>Carried</p> <p>Carried</p> <p>Carried</p> <p>Carried</p>
13.	<p>General and New Business</p> <p>Jenn Read: Barrhaven Food Cupboard Red bag program netted 13,521 lbs of food \$255 cash and we collected 71 bags weighing average 19 lbs each.</p> <p>Member, Stephane asked about the security of online scanning for memberships.</p> <p>The scanner would only capture what is on the card – name and number. We not planning implementing this system at this time.</p>	

Item	Subject	Action
	Change in Next Meeting: November 26th 2024	
14.	Motion for Adjournment Moved by Jennifer Dunham	
15.	Closing Ceremonies Presided over by Lyle Brennan and the meeting adjourned.	

MEMORIAM EORUM RETINEBIMUS

God Save the King

Comrade Lyle Brennan

President

Comrade Pam Hall

Secretary

THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641

President's Report

General Meeting 26 November 2024

Report: Lyle Brennan, President

Our Poppy Campaign has achieved great success all thanks to our dedicated volunteers, members, and cadets as well as the generous support of the Barrhaven community. I'd like to thank Comrade Kevin Brown, our Poppy Chair and the many volunteers that brought us success raising upwards of \$80K.

Furthermore, the veterans' dinner with our guest speaker the CAF CWO R. McCann was an enjoyable evening marked with great food, décor and entertainment.

Barrhaven's Remembrance Day Ceremony was held on November 11th, at John McCrae and it provided 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. Receptions were held at the Walter Baker Centre as well as the Branch 641 Valour Hall.

It's been a busy few weeks this past weekend we were able to wind down with some celebration on 17 Nov, as we enjoyed a well-attended Grey Cup Party, with great food and prizes, at the branch.

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

Membership report

Current Membership – 769

New Members

Thomas Guineau- Ordinary

Julien Pronovost-Ordinary

Victor Rambaut- Ordinary

Christie Alford-Seymour-Associate

Denyse Bennett-Associate

Lorne Porter- Associate

Scott Aughey-Associate

Paul Ungood- Associate

Erin Wellstead –Affiliate

Joe Kennedy- Affiliate

Linda Crouch- Affiliate

Transfers-In

John Pappas- Ordinary

Peter Stainforth- Ordinary

Kevin Symons-Ordinary

Members who have passed on-

Frank Power- Ordinary

Garry Donahue- Associate

Michael McLaughlin- Affiliate

Early Renewals contest We will still have the draw for a year's free membership for everyone who renews early,

October 31st and November 30, we will draw one name at the November executive meeting, our two winners for

September and October were Darryl Timothy Gauthier and Mindy Robertson, there will be one more name being drawn in November and December.

November's winner- Mark Steven Harding

November 2024 Poppy Chair Report

The 2024 Poppy Campaign was the longest a campaign can be, at 17 days, including three weekends. This created several challenges in starting and maintaining a Legion presence at the six stores we have been used to having tables at: Farm Boy on Greenbank, Independent (McDonough's), Loblaw's, Metro and Walmart. Costco added restrictions to the starting date at their location, and then were forced by their corporate headquarters to transition to poppy donation boxes only. Out of a maximum possible of 223 shifts for our membership, at least 135 individuals participated in at least one shift at a store, for a total of 201 filled (90% fill rate). Bravo! I would like to personally thank all the volunteers who did come out for at least one shift, and special thanks to the seven individuals who did 5 or more!

The Cadets were not able to participate the first weekend as hoped, due to essential training being conducted in a concentrated manner. They made up for this the following two weekends by coming out in large numbers, and being present during the Remembrance Day Ceremony. Some lessons on earlier and more detailed coordination have been identified.

There were an additional 130 stores where we had one or more Poppy Donation Boxes being looked after by our 7 "trapline" captains. This year we also had 32 schools, with several new ones added to the list, and they were eventually supplied with Poppies and Poppy stickers. We are still waiting for the last cheques to arrive from the schools to be able to finish analyzing the finances. The Tap-2-Pay devices were once again temperamental, and success varied by location and time of day due to cellular connectivity issues, but when they did work, they were a valuable source of donations. Throughout all this, the cash-counting crew was up to the task, in early every day at the branch, and the bartenders were busy answering all sorts of questions in addition to their regular duties behind the bar. The hospitality team served a delicious Remembrance Dinner that was well received by all who attended, of which more than 85% were a Veteran, their spouse or their caretaker.

Of course, the culminating event was the Remembrance Day Ceremony at the cenotaph by John McCrae Secondary School, in collaboration with their Grade 12 graduating students. We were fortunate with the weather and a large crowd came out. Special mention to our Parade Commander, Comrade Robert MacNichol, and our Sergeant-at-Arms, Comrade Paul Leadston for a fine parade, with special thanks to Comrade Lorette Ellis as our Master of ceremonies, and Comrade Dave Cole as the on-site coordinator.

There were many more individuals involved behind the scenes, in a variety of ways, who also contributed to the success of this year's campaign. In due time, everyone should receive a Certificate of Appreciation.

I move my report.

Kevin Brown

Poppy Chair

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Seniors Report:

I will be accompanying representatives of the Barrhaven Knitters Group to Veterans House Canada here in Ottawa to donate knitted items to the Veterans in care in this facility on 26/Nov/2024. Nothing is needed nor expected from our branch except my coordination of this event.

Richard Lynn

General Meeting Tuesday November 26th, 2024

Sports Report

We have a new sports calendar that will be released this week for the 2024/2025 season. The first event will be Cribbage on Sunday December 8th, 2024. Please monitor our Legion Facebook page and the Mailerlite emails for further events.

When necessary, an inhouse playoff might be required from now on as we are only allowed a certain number of teams. Events where it will most likely occur will be a darting events, washer toss and golf. In those cases, we will be announcing those dates as early as possible.

I move my report.
Michelle Guitard
Sports Officer

Youth Education Report

Executive Meeting date:	04 November 2024
General Meeting:	26 November 2024

Bursaries

1. The Bursary application process ran from 01 Sep 2024 until 31 October 2024; no applications were received.

Contests

1. The deadline for Poster and Literary submissions to the Legion is Thursday, 14 November 2024 at 7:00 pm.
2. Following an appeal for volunteers to the Membership, approximately 15 volunteers are available to take part in the judging on Saturday, 23 November 2024 at 10:00 am.
3. Reminder, Valour Hall has been confirmed for the Awards Ceremony to take place on Sunday, 19 January 2025.
4. Questions may be directed to the Youth Ed Chair.

I move my report

Carol Anne Marleau

Youth Education & Bursary Chair

VSO report

I am currently working on assisting with 3 disability claim submissions, - one from a currently serving member. I am also working with someone at risk of homelessness and we are trying to get him at least temporarily housed before Christmas.

Thanks,

Anne Cole

GENERAL MEETING NOVEMBER 2024

CONSTITUTION AND LAWS

We finally received a certification that our Branch Clubhouse Rules have been approved and the new version is posted by the laptop in the lounge. We expect that our Branch Policy and Procedure Manual will also be certified in the near future.

I move my report.

Stéphane Guy

Constitution and Law Chair

General Meeting
Hospitality Report
Tuesday, November 26, 2024

November has been a busy month for Hospitality.

We have a few ladies and gents that are not feeling well lately and we wish them a quick recovery and our thoughts and prayers are with them.

Events in November:

- Friday, November 29, 2024 Meal: Salmon OR Chicken Band: Albert and The Collection

Events in December:

- Sunday, December 1, 2024 Annual Market 10am – 4pm
- Wednesday, December 4, 2024 Open Mic from 12pm – 3pm
- Friday, December 6, 2024 No Meal/Cover Charge Band: Albert & The Collection
- Friday, December 13, 2024 Band: Arc of Fire
Meal: Christmas Dinner Ugly Christmas SOLD OUT Sweater Contest Prize for the ugliest one. No after dinner dance.
- Sunday, December 15, 2024 Meal: Fundraiser, Breakfast with Santa in collaboration with the Food Cupboard
- Wednesday, December 18, 2024 Open Mic from 12pm – 3pm
- Friday, December 31, 2024 Meal: Roast Beef Closed party Band: Snap, Crackle and Pop

Events in January but more to come at the next meeting

- Saturday, 2025, January 1 Levee - Potluck Band: Snap, Crackle and Pop

I move my report

Angel Guy

2nd Vice, Hospitality/Entertainment Chair

Barrhaven Legion Branch 641

Executive Meeting date: NOVEMBER 4TH, 2024

Moved by: Richard Lynn

Seconded by:

General Meeting date: Nov 19th, 2024

Moved by: Richard Lynn

Seconded by:

I Move that:

The Legion make a donation from the Bingo/Nevada account to R.I.S.E. Academy in the amount of \$2,000.00.

Justification: Our partnership would allow them to continue providing a safe, positive space for Barrhaven's youth and ensure that no student is left behind due to financial barriers. With your help, we can keep empowering young people to find their voices, gain critical life skills, and build a brighter future.

Executive Meeting: Deferred

General Meeting Carried Yes No

Secretary Signature:

Our unique approach involves using the United Nations Sustainable Development Goals as a framework for education. Students are encouraged to identify issues within their communities and globally that resonate with them personally. Through this process, they develop passion projects aimed at addressing these concerns while simultaneously working towards earning credits for their Ontario Secondary School Diploma. This dual focus not only fosters a sense of social responsibility but also ensures that students receive a well-rounded education that prepares them for future success.

Currently, we partner with esteemed youth programs such as The Boys and Girls Club of Ottawa, Pinecrest Queensway Community Health Centre, The Door Youth Centre, Multifaith Housing Initiative (The Haven), and Kayla's Children Centre. We hope to continue expanding our reach to many more organizations across Ontario. To sustain and expand our programs, we rely on fundraising initiatives and grants. For every \$25 donated, you will receive a pair of socks designed by our students, sharing their unique stories. Each pair includes a QR code so you can meet the individual student behind the design. Your support is crucial in helping us maintain and enhance these free programs that have a significant impact on our students' lives. Thank you for considering our request for funding and for helping us continue to inspire and empower the next generation.



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

Executive Meeting date: NOVEMBER 4TH, 2024

Moved by: Richard Lynn

Seconded by:

General Meeting date: NOVEMBER 19TH, 2024

Moved by: Richard Lynn

Seconded by:

I Move that:

The Legion make a donation from the Bingo/Nevada account to Scouts Canada Camp Opemikon in the amount of \$5,000.00 to purchase 50 bed mattress covers

Executive Meeting: Carried ☒ Yes No

General Meeting: Carried Yes No

Secretary Signature:

“We will remember them”



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024

Justification:

Since 1938 Camp Opemikon has served the camping needs of more than half a million members of the Scouting family. The camp is owned and operated by Scouts Canada, Voyageur Council 1345 Baseline Road Ottawa, Ontario, and is one of the finest residential Scout camps in Canada. Campers from other parts of Canada and around the world are welcome.

This camp is located on the southern tip of the Canadian Shield on Christie Lake, 100 km southwest of Ottawa. This idyllic camp on more than 200 acres of rugged terrain, nestled among three pristine lakes, provides the perfect Scouting adventure away from busy roads and crowded cities. A large, modern kitchen and dining hall provides campers with wholesome, nutritious meals in a pleasant atmosphere.

During Summer Camp, our Health Care Centre provides a ward, clinical and private care under the constant supervision of qualified health care providers. In the off-season (September to June), Camp Opemikon offers a variety of accommodations for campers including heated lodges, Cub cabins, tent platforms and wooded tenting areas. Summer facilities such as the Health Centre are converted to rentable bunkhouses. A catered meal plan is available and can be arranged at the time of booking.

77% of our bookings this year are from the city of Ottawa.

Total for this year closer to 90% of total number of youth who come to the facility are from Ottawa.

We have about 5000 youth who come through the facility yearly (some of those multiple times).

Since covid, our deferred maintenance has grown and is close to 200K. This is interrupting our ability to support youth in eastern Ontario as we have to maintain foundational infrastructure while keeping us financially accessible. Our reserves were wiped out by being used to cover operational expenses which otherwise would have been used to help with upkeep of the facility.

Although are seeing our primary user group numbers increasing and are seeing exponential growth in campers and even with the increased revenue from usage, we are still deep in deferred maintenance and are still having issues keeping up with the demands on our facilities.

As a result, this is hampering our ability to respond to demand for supporting youth in Ottawa.

One of the immediate needs for our camp, and as required by the Health Department, is to renew, repair or replace our bed mattress. We have done a review and sought out a number of quotes and the best price we can get for 50 mattresses is \$5,000.00 taxes in.

Once obtained these can be installed quickly as we move on to other projects.

Please do not hesitate to contact us should you have any questions and or if you would like to have a tour of the facility which we are always ready to show off.

PAM HALL

19

Thank you
Next Executive Meeting: Monday – December 2nd 2024 7 pm
Next General Meeting: Tuesday – December 17th 2024 7 pm

“We will remember them”

Darrell Bartraw
Camp Opemikon
Camp Committee Member
Useanemaildhartr@gmail.com

Alex Aronec
Camp Opemikon
Camp Committee Chair
alex.aronec@gmail.com



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024

Report for General Meet Nov 26, 2024

RCL BR 641 Honours /Awards & Special Recognition (HA&SR) Committee

Comrades: Our branch was given the opportunity to nominate 2 members for the King Charles III Coronation Medal by our MP Chandra Arya. The deadline to submit the names was 15 Nov to meet this deadline we had to get exec approval without letting our nominees know and therefore held the discussion and vote on line after the H&A committee selected the nominees. Once we submitted the names, I was informed by our MP that I needed to inform nominees of the submission as they would get a call to see if they would accept. I informed both nominees on Sunday at a function at our branch.

Congratulations to both our nominees Tom Lamb and Angel Guy.

For our nomination for the Ontario Service Awards we received two nominations, of which one already had the 5 year pin and was not available for the 10 year pin for another 2 years. With the limited nominations I submitted the following Comrades for their many years of volunteering for our branch: Alice Boehme 10 year pin, Bert Boehme 10 year pin, Stephane Guy 10 year pin, Angel Guy 10 year pin, Debi Sereda 15 year pin, Dave Sereda 15 year pin.

Ed Schelenz CD

HA&SR Committee Chairman

Nov 26, 2024



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024

Hospital Visits – Richard Lynn

A very productive time today (Friday 15/Nov/2024) with 3 Hospital Visits.

Queensway Carleton - Ottawa Civic - St. Vincent Bruyere -

Details have been omitted to protect privacy.

LONG RANGE PLANNING

As per the Notice of Motion presented at the October General Meeting, I will be presenting a motion to submit a request to Ontario Command for a Small Loan of \$50,000 at 2 % interest. The goal is to increase our bank account which requires 25% of the projected costs of our clubhouse. With an additional \$50k in our bank account, we can increase our project by \$200k and have a larger clubhouse to meet our needs.

I move my report.

Stéphane Guy

Long Range Planning Chair

613-797-7021



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024



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

PROPOSED MOTION

General Assembly Meeting 26 November 2024

Moved by – Stephane Guy

Seconded by

Executive Meeting: **Carried Yes/No**

I move that Branch 641 request a small loan of \$50,000 from Ontario Command at 2% interest rate.

Background: The goal is to increase our bank account which requires 25% of the projected costs of our clubhouse. With an additional \$50k in our bank account, we can increase our project by \$200k and have a larger clubhouse to meet our needs.

Secretary Signature:

Next Executive Meeting: Monday – December 2nd 2024 7 pm
Next General Meeting: Tuesday – December 17th 2024 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024

Technology Officer Report

Projects completed:

Rogers' voicemail and new branch telephones activated, with a third handset purchased and installed.

Issue with Security Alarm System identified and rectified, with cellular connectivity and a service increase of approximately \$12.00 / month.

POS buttons for new products (Legion merchandise and new beverages) activated, old products deactivated.

Review of MailerLite bounced email addresses and a better explanation of Groups as a control measure to tailor the subscription (Unsubscribe from groups that are not of interest) sent to 60 email addresses. Several were no longer valid. To get back on lists you might have changed your mind about, you can Subscribe to all of them again here:

<https://subscribepage.io/em9S6P>

Projects in Progress:

The Bell Modem device was sent back on Oct 21.

The quote for new Point-of-Sale hardware, software and services has been received. It will be analyzed in more detail for clarity between one-time upgrades and recurring service fees. This became a higher priority action item with the hardware failure of one of the two backup drives that required emergency repairs during the week of 18Nov.

We are looking at approximately \$6000.00 (before taxes) for new hardware (2 terminals, one system server). The recurring annual service fees are the portion that need to be better defined before presenting the motion to upgrade.

Post-Poppy Campaign analysis of test SharePoint environment for remote access online and minimizing email traffic. Initial impression is that a public Team (open to users invited without rcl641 accounts) would be more accessible and effective.

Projects pending:

Testing of MS Teams with a view to support remote viewing (and potential interaction / participation) of General Meetings. Next test anticipated for December.



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA November 26th 2024

Develop, test and implement Membership card-scanning (both plastic and digital) to accelerate the sign-in process for attendance during General Meetings. Beyond Member Name and Number, as required to confirm attendance in the current manual format, there will be no collection of additional personal information.

Some re-wiring / new wiring to better maintain the POS system.

Review of Camera Security System hardware and software.

I move my report.

Kevin Brown
Technology Officer
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Next Executive Meeting: Monday – December 2nd 2024 7 pm
Next General Meeting: Tuesday – December 17th 2024 7 pm