



The Royal Canadian Legion  
Branch 632 (Orleans)  
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## **EXECUTIVE MEETING**

**15th February 2017**

**Present:** Comrades Jim Ferguson, Ron Bradimore, June Smith, Sherri McInnis, Garth Mader, Barb Johns, Kim Levesque, Gordon Kerluke, Jeanine Mader, Jean Beck, Mac Casselman and Wayne Edwards.

**Excused:** Comrades Blaine Kiley, Denis Philippe, Marty Keates, James Grant, Frank Stacey, Marta Nuijten, Paul Larocque and Doc Hopper.

**Absent:** Comrades Christian Duhamel, Steve Sauve, Lucie Goderre, Valerie Cyr, Nicole Hebert, Chantal Baron, Ruben Avila and Andrew Proulx.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 6 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 9 of 16 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the January General meeting were sent out. Any corrections and/or amendments as identified have been made. A copy has been placed in the General Meeting Minutes Binder and on the Branch web site.

Moved by Comrade Sherri McInnis and seconded by Comrade Jeanine Mader that the approval of the minutes be accepted.

### **CARRIED**

### **4. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

### **5. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

**6. PRESIDENT'S REPORT – Comrade James Ferguson**

No report.

**7. TREASURER/FINANCIAL OFFICER REPORTS**

**a. NEVADA – Comrade James Grant**

No report.

**b. FINANCIAL STATEMENTS – Comrade June Smith**

Financial attached at end of minutes.

Moved by Comrade June Smith and seconded by Comrade Sherri McInnis that the financial report be accepted as presented.

**CARRIED**

**8. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-AT-ARMS – Comrade Christian Duhamel**

No report.

**b. MEMORIAL WALK – Comrade Frank Stacey**

There are six stones that require the date of death. I will look after this in the summer.

**c. SERVICE OFFICER – Comrades Frank Stacey, Doc Hopper and Ruben Avila**

I met with a veteran at the Perley that needs help. I had to take care of hospital transportation. Doc and Ruben are looking after the Provincial Service Officers visit. The visit will be during the week of 21 Feb 2017. At least 7 people have requested interviews and one additional case started.

**d. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**e. BANNER – Comrade Marta Nuijten**

The Banner deadline is Feb 15th with the final package going to print for delivery on March 15th. Please send me any and all photos and/or articles as soon as possible to be included. As always there will be a few printed copies for sale at the Branch.

**f. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Wayne Edwards that the reports of the committees under the President be accepted as presented.

**CARRIED**

**9. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

Elections will be held at the General meeting 18th April 2017.

**b. HONOURS AND AWARDS – Comrade Marty Keates**

Honours and Awards will be held Sunday, May 7 2017.

**10. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Blaine Kiley**

**a. BAR OFFICER – Comrade Wayne Edwards**

An inventory check was carried out on 25th Jan 2017. Thanks to Paul Larocque, Ken Pierce and Kim Levesque for their participation.

**b. INVENTORY – Comrade Paul Larocque**

No report.

**c. VETERANS AND AGING – Comrade Gordon Kerluke**

Perley Bingo is scheduled for Wednesday, March 1<sup>st</sup> and the Pub Night for Wednesday, March 15<sup>th</sup>, both at 7:00 pm (1900 hours). Comrade Jeanine Mader is arranging volunteers for the Bingo. For the Pub Night, Comrades Gord Atkinson and Tim Parsons will provide the entertainment but volunteers are still needed to serve snacks. An attempt will be made to seek help from new members who have recently been initiated. Both dates have been confirmed by Zone G5.

**d. HOUSING – Comrade Garth Mader**

No report.

**e. SCRAPBOOK – Comrade TBD**

We are still looking for a replacement for the Scrapbook. Anyone interested please contact Jim Ferguson or Blaine Kiley.

**f. POPPY CHAIR – Comrade Barb Johns**

No report.



**g. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

**j. MEMBERSHIP AND VOLUNTEERS – Comrade Kim Levesque**

Not much to report re: membership but I have a number of new applicants and transfers:

New Members:

Louis Richer

Karl Munroe

Diane Doré

André McCauley

Ronald Brownrigg.

Transfers:

André Villeneuve

Dixie-Lee Rabbe

Thomas Rabbe.

Moved by Comrade Kim Levesque and seconded by Comrade Jeanine Mader that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**11. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Ron Bradimore**

No report.

**a. CADET LIAISON – TBD**

Comrade Ken Green has resigned as the Cadet Liaison if you are interested in this position please contact Comrades Jim Ferguson or Ron Bradimore.

Army Cadets – No report.

Air Cadets – No report.

**b. LEGION SENIORS/HOSPITAL VISITING – TBD**

We are still looking for volunteers to take on this portfolio. If you are interested please contact Jim Ferguson or Ron Bradimore.



**c. KITCHEN – Comrade Ron Bradimore**

No report.

**d. SPECIAL EVENTS AND ENTERTAINMENT – Comrade Mac Casselman**

Entertainment that is booked for 2017:

Feb 17, 2017- First Choice

Feb 24, 2017 - Debby McCann

Mar 3, 2017 – Nostalgia

Mar 10, 2017 - Mason Apron

Mar 17, 2017 – First Choice

Mar 24, 2017 – Lauren Hall

Mar 31, 2017 – Tony True

Simon Clarke is booked April 28<sup>th</sup> 2017.

**e. BREAKFAST CLUB – Comrade Chantal Baron**

No report.

Moved by Comrade Ron Bradimore and seconded by Comrade Wayne Edwards that the reports under the 2<sup>nd</sup> Vice-President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Denis Philippe**

**a. SPORTS – Comrade Steve Sauve**

***CURRENT/PAST EVENTS:***

**Zone Darts, January 14, 2017 in Barrhaven**

The team of Luc Neveu, Gord Hibbs Rick MacMillan and Norm May won the Team Event which means Orleans Branch 632 would be hosting the 2018 Zone Darts.

Gord Hibbs of Orleans branch won the Singles Event!

The team of Rick Amos, Walt Macleod, Steve Paul and Bob Bradimore finished second in the Team Event and also qualified for District Darts on February 4th, 2017 in Kingston Branch 631.

**Senior Zone Darts were hosted by Orleans Branch 632 January 28, 2017**

The event was won by the Orleans Team of Steve Lalonde, Herman Gordon, Bernard Laberge, and Al Watson. This means Orleans will be hosting the Senior Zone Darts for 2018.

We had the team of Gord Hibbs, Bob Bradimore, Denis Mallette and James MacCaffrey move to the District Zone Darts which will be hosted by Orleans Branch 632 February 11, 2017.

We had the following people qualify for the District Senior; Al Watson and Herman Gordon, as well as Denis Mallette and James McCaffrey qualified for the doubles and Gord Hibbs and Bernard Lebarge qualified for the Singles Event.

### **We hosted a Zone Cribbage Tournament December 3, 2016**

The teams of Margo Tremblay, Susan Ierfino, Laura Young, Ray Plourde and the team of Wayne Phillips, Garnet Sauve, Elizabeth Sauve, and Steve Lalonde both qualified for the upcoming District Cribbage on January 21, 2017 in Smiths Falls.

Unfortunately, no team moved on to the Provincials for Cribbage.

### ***UPCOMNG EVENTS:***

Eucre is being held February 18, 2017 in Barrhaven

#### **b. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

#### **c. BURSARY – Comrade Jean Beck**

2 more applications have been received bringing us to a total of 8 applicants.

#### **d. YOUTH EDUCATION – Comrade Jeanine Mader**

26<sup>th</sup> Feb 2017 the Awards ceremony will be held for the Posters and Essays for Zone.

#### **e. LA LIASON – Comrade Andrew Proulx**

No report.

Moved by Comrade Ron Bradimore and seconded by Comrade Mac Casselman that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

### **CARRIED**

## **13. GENERAL AND NEW BUSINESS**

1. A motion that a sum not to exceed \$500.00 be approved from the membership fund to defray the costs of the awarding a Life Membership.

Moved by Comrade Jean Beck and seconded by Comrade Donald Johns.

### **CARRIED**

2. A motion that a sum not to exceed \$500.00 be approved from the membership fund to defray the costs of the awarding a 2 Life Memberships and 1 Legionnaire of the Year Award.

Moved by Comrade Jean Beck and seconded by Comrade Donald Johns.

### **CARRIED**

3. A motion that a sum not to exceed \$300.00 be approved from the membership fund to defray the costs of the awarding a 1 Meritorious Service Medal, 2 Branch Service Medals, 11 Certificates of Appreciation.

Moved by Comrade Jean Beck and seconded by Comrade Donald Johns.

**CARRIED**

4. A motion that a sum not to exceed \$400.00 be approved from the General Fund for the Annual Staff Appreciation Event.

Moved by Comrade Wayne Edwards and seconded by Comrade Ron Bradimore.

**CARRIED**


## **ADJOURNMENT**

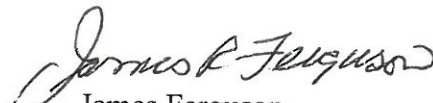
Moved by Comrade Jim Ferguson and seconded by Comrade Wayne Edwards that the meeting be adjourned.

**CARRIED**

## **14. CLOSING CEREMONY**

The meeting was adjourned with the closing ceremony at 6:23 PM.

  
Sherri McInnis  
Secretary

  
James Ferguson  
President



# ROYAL CANADIAN LEGION ORLEANS

Balance Sheet As at 31/12/2016

## ASSET

### CURRENT ASSETS

Cash On Hand	6,940.05	
Scotia Bank General	15,446.79	
Scotia Bank Allocated	15,231.78	
Scotia Bank Savings	9,993.67	
Change Floats	1,622.10	
Cash: Total		49,234.39
GST/HST Paid And Recoverable		2,104.27
Inventory Bar		14,933.18
Op Inv Legion Articles		739.12
Prepaid Expenses		854.00
<b>TOTAL CURRENT ASSETS</b>		<b>67,864.96</b>

### Fixed Assets

Land		75,075.00
Building	1,744,180.48	
Acc Depreciation on Building	-1,098,845.89	
Net Building		645,334.59
Adjacent Lot		107,001.50
Bar & Kitchen Equipment	17,003.67	
Acc Dep Bar & Kitchen Equi	-8,236.61	
Net Bar & Kitchen Equipmen		8,767.06
Furniture & Fixtures	20,675.90	
Acc Dep - Furn. & Fixtures	-12,881.10	
Net Furniture & Fixtures		7,794.80
Computer Equipment	3,207.84	
Acc. Dep-Computer Equipment	-2,101.48	
Net Computer Equipment		1,106.36
<b>Total Fixed Assets</b>		<b>845,079.31</b>
<b>TOTAL ASSET</b>		<b>912,944.27</b>

## LIABILITY

### CURRENT LIABILITIES

Memorial Walk	200.00
Payable To Nevada Fund	479.80
Fundraising Events Payable	147.55
Bridge Payable	1,185.00
Club 200 Payable	2,500.00
Mens Darts Payable	2,841.00
Mix Darts Payable	5,567.00
Pool Payable	14.00
Other Payable	58.00
RCAF Dinner	1,690.68
GST/HST Payable	4,057.27
Accounts Payable	280.02
Command -Capital Tax Payable	5,232.13
Unearned Hall Rentals	1,628.82
Vacation Payable - Payroll	7,000.83
Vacation Payble - adjusted	-3,650.01
EI Payable	307.32
CPP Payable	464.56
Income Tax Payable	1,059.60
Receiver General Payable	1,831.48
WSIB Payable	184.28
<b>TOTAL CURRENT LIABILITIES</b>	<b>31,247.85</b>

### LONG TERM LIABILITIES

Loan Payable	273,239.08
<b>Total LongTerm Liabilities</b>	<b>273,239.08</b>

### Deferred Contributions

Deferred contribution capital asset	73,766.93
<b>Total Deferred Contributions</b>	<b>73,766.93</b>

### TOTAL LIABILITY

### EQUITY

### EARNINGS

Retained Earnings	499,229.38
Current Earnings	35,460.90
<b>TOTAL EARNINGS</b>	<b>534,690.28</b>
<b>TOTAL EQUITY</b>	<b>534,690.28</b>

### LIABILITIES AND EQUITY

912,944.14

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	Dec 2016	Dec 2015	YTD Dec 2016	YTD Dec 2015
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	24,714.25	25,289.78	158,167.20	170,323.03
Snack Sales	1,720.75	1,631.85	9,642.92	12,152.39
Corkage	0.00	0.00	180.00	0.00
Kitchen Income	394.69	0.00	2,994.60	1,200.00
Coffee	102.60	93.85	528.48	916.15
<b>Total Bar &amp; Kitchen Revenue</b>	<b>26,932.29</b>	<b>27,015.48</b>	<b>171,513.20</b>	<b>184,591.57</b>
<b>RENTAL INCOME</b>				
Hall Rentals	3,276.99	2,725.00	18,921.81	22,217.99
Hall Rentals - Bartender Recovery	885.00	403.70	3,592.50	3,321.20
<b>Total Hall Revenue</b>	<b>4,161.99</b>	<b>3,128.70</b>	<b>22,514.31</b>	<b>25,539.19</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	113.00	143.00	723.00	726.00
Branch Snooker Table	120.00	68.00	554.00	549.00
<b>Total Vending Revenue</b>	<b>233.00</b>	<b>211.00</b>	<b>1,277.00</b>	<b>1,275.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	0.00	0.00	9,463.07	9,492.88
Canada Day	0.00	0.00	0.00	500.00
New Year's Eve	1,383.37	2,368.84	1,383.37	2,368.84
Veteran's Dinner	950.00	0.00	1,075.00	0.00
Other Branch Functions	0.00	0.00	0.00	2,168.85
<b>Total Branch Events Income</b>	<b>2,333.37</b>	<b>2,368.84</b>	<b>11,921.44</b>	<b>14,530.57</b>
<b>MEMBERSHIPS</b>				
Membership Dues	2,506.00	2,667.50	15,881.00	17,652.50
<b>Net Memberships</b>	<b>2,506.00</b>	<b>2,667.50</b>	<b>15,881.00</b>	<b>17,652.50</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	320.00	432.00	752.00
Banner Revenue	0.00	11.00	0.00	40.00
Sale Legion Articles	0.00	40.00	344.62	305.15
Cost Of Sales - Leg Art	0.00	0.00	-1,832.25	0.00
Net Sales	0.00	40.00	-1,487.63	305.15
ATM Revenue	96.00	162.00	756.00	1,107.00
Fundraising Events	0.00	256.00	1,841.67	2,130.00
Conventions	0.00	0.00	1,097.80	0.00
Facilities Usage Fee Income	1,181.00	401.00	7,743.00	2,977.00
Misc. Revenue	0.00	0.00	476.03	0.00
Donations	202.35	1,548.00	3,814.41	3,831.15
<b>Total Other Revenue</b>	<b>1,479.35</b>	<b>2,738.00</b>	<b>14,673.28</b>	<b>11,142.30</b>
<b>TOTAL REVENUE</b>	<b>37,646.00</b>	<b>38,129.52</b>	<b>237,780.23</b>	<b>254,731.13</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	8,819.64	9,949.29	63,758.48	67,839.36
Snack Purchases	400.16	165.82	3,112.54	754.94
Cigarettes	0.00	518.84	0.00	2,962.38
Spoilage	0.00	97.55	0.00	1,026.95
Inventory Use	-1,707.09	0.00	-3,701.22	3,233.12
Bar & Kitchen Supplies	142.32	254.15	727.35	3,075.18
Kitchen/Bar Equipment Maintenance	14.95	136.00	380.27	4,945.31
<b>Total Bar Expenses</b>	<b>7,669.98</b>	<b>11,121.65</b>	<b>64,277.42</b>	<b>83,837.24</b>

<b>UTILITIES</b>				
Hydro	2,839.57	2,686.39	15,813.93	19,500.90
Gas & Heat	1,001.42	1,539.44	2,930.89	4,231.01
Telephone	168.90	558.83	2,251.37	2,172.71
Water	0.00	761.30	1,843.27	2,380.67
Television Network	78.98	81.16	471.70	562.37
<b>Total Utilities</b>	<b>4,088.87</b>	<b>5,627.12</b>	<b>23,311.16</b>	<b>28,847.66</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				
Wages	6,989.65	8,552.80	50,187.76	48,047.42
EI Expense	179.28	220.26	1,292.97	1,322.03
CPP Expense	232.28	247.02	1,641.94	1,581.31
WSIB Expense	53.82	66.08	388.06	406.22
<b>Total Wages</b>	<b>7,455.03</b>	<b>9,086.16</b>	<b>53,510.73</b>	<b>51,356.98</b>
<b>OFFICE EXPENSES</b>				
Office Expenses	9.75	654.45	1,640.30	2,838.33
Printing	243.45	0.00	705.80	449.00
Postage	0.00	0.00	16.15	3.00
Licences	0.00	0.00	0.00	453.00
Equipment Lease	0.00	142.26	1,276.12	958.88
<b>Total Office Expenses</b>	<b>253.20</b>	<b>796.71</b>	<b>3,638.37</b>	<b>4,702.21</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	266.97	2,792.72	2,585.52	12,320.93
Cleaning Supplies	0.00	744.44	3,300.36	4,451.86
Waste Removal	244.44	244.44	1,309.36	3,371.16
Ground Maintenance	2,250.00	1,460.00	8,685.00	7,760.00
Security Services	298.75	281.75	898.88	1,093.25
Building Cleaning	0.00	2,702.50	15,849.01	18,322.50
Hall Setup	-525.00	175.00	-200.00	925.00
Insurance	768.71	1,286.67	5,672.01	6,012.15
Furn & Equip Maint	0.00	139.20	839.43	139.20
<b>Total Building Expenses</b>	<b>3,303.87</b>	<b>9,826.72</b>	<b>38,939.57</b>	<b>54,396.05</b>
<b>BRANCH EVENTS EXPENSE</b>				
Hospitality	0.00	0.00	0.00	121.89
Ceremonial & Publications	0.00	0.00	0.00	-120.00
<b>Total Branch Events Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.89</b>
<b>OTHER EXPENSES</b>				
Bank Charges	306.66	500.84	2,358.90	2,381.75
Interest Expense	0.00	0.00	556.81	0.00
Loan Interest	1,174.63	1,276.92	8,563.12	9,362.32
Branch Functions	0.00	0.00	0.00	500.00
Legion Articles	0.00	0.00	588.25	0.00
Banner Expense	0.00	155.00	0.00	155.00
Hall Rental Refund	0.00	0.00	100.00	0.00
Professional Fees	0.00	0.00	300.00	0.00
Entertainment Expenses	950.00	450.00	5,975.00	4,700.00
Sports Expenses	0.00	0.00	200.00	320.00
<b>Total Other Expenses</b>	<b>2,431.29</b>	<b>2,382.76</b>	<b>18,642.08</b>	<b>17,419.07</b>
<b>TOTAL EXPENSE</b>	<b>25,202.24</b>	<b>38,841.12</b>	<b>202,319.33</b>	<b>240,561.10</b>
	<i>Dec 2016</i>	<i>Dec 2015</i>	<i>YTD Dec 2016</i>	<i>YTD Dec 2015</i>
<b>NET INCOME</b>	<b>12,443.76</b>	<b>-711.60</b>	<b>35,460.90</b>	<b>14,170.03</b>



**Voting Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Constitution & Bylaws/Training & Org Dev/Bar Officer - <b>Blaine Kiley</b>	EX
3	2nd Vice/Kitchen – <b>Ron Bradimore</b>	P
4	3rd Vice – <b>Denis Philippe</b>	EX
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/Future Planning and Elections /Honours and Awards- <b>Marty Keates</b></i>	EX
8	Nevada - <b>Jim Grant</b>	EX
9	Service Officer/Memorial Walk - <b>Frank Stacey</b>	EX
10	Housing – <b>Garth Mader</b>	P
11	Inventory - <b>Paul Larocque</b>	EX
12	Poppy Chair – <b>Barb Johns</b>	P
13	Sgt-at-arms (designate) – <b>Christian Duhamel</b>	A
14	Membership and Volunteers - <b>Kim Levesque</b>	P
15	Veterans & Aging/Legion Seniors (designate) – <b>Gordon Kerluke</b>	P
16	Youth Education – <b>Jeanine Mader</b>	P
17	Cadet Liaison – <b>Ken Green (Resigned)</b>	A
18	Hospital & Visiting/Legion Seniors – <b>TBD</b>	

**Non-Voting Members**

1	Sports – <b>Steve Sauve</b>	A
2	Poppy Trust – <b>Lucie Goderre</b>	A
3	Bursaries - <b>Jean Beck</b>	P
4	Ladies Auxiliary – <b>Valerie Cyr</b>	A
5	Legion Manager – <b>Nicole Hebert</b>	A
6	Banner – <b>Marta Nuijten</b>	EX
7	Special Events and Entertainment – <b>Mac Casselman</b>	P
8	Breakfast Club – <b>Chantal Baron</b>	A
9	Service Officer – <b>Doc Hopper</b>	EX
10	Service Officer – <b>Ruben Avila</b>	A
11	LA Liaison - <b>Andrew Proulx</b>	A
12	Bar Officer – <b>Wayne Edwards</b>	P



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## **EXECUTIVE MEETING - JOINT L.A. MEETING**

**11th April 2017**

**Present:** Comrades James Ferguson, Blaine Kiley, Ron Bradimore, Sherri McInnis, Marty Keates, Frank Stacey, Garth Mader, Paul Larocque, Barb Johns, Gordon Kerluke, Lucie Goderre, Valerie Cyr, Mac Casselman, Wayne Edwards, Wendy Fortier and Lise Mack.

**Excused:** Comrades Jean Beck, June Smith, Christian Duhamel, Jeanine Mader and Marta Nuijten.

**Absent:** Comrades Denis Philippe, Kim Levesque, Steve Sauve, Nicole Hebert, Chantal Baron, Doc Hopper, Ruben Avila and Andrew Proulx.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 7 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 10 of 16 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

Comrade Jim Ferguson presented a motion for deviation and it was seconded by Wayne Edwards for cheques from the Poppy Fund. The cheques were presented by Barb Johns and Jim Ferguson.

- 308 Army Cadets - presented to Capt Jean/DCO
- MFRC - presented to Tanya Mendes/Deputy Director
- Vets Canada - presented to Chris Moore Retd Capt (N)
- Ottawa Mission Foundation - presented to Meaghan Feltan/Dir Annual Giving
- Salvation Army - presented to Tammy Coles/PR Officer
- Shepherds of Good Hope - presented to Neil Lasley.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the March meeting were sent out with the motions to vote on as the meeting itself was cancelled due to bad weather. Any corrections and/or amendments as identified have been made.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

## **6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

## **7. PRESIDENT’S REPORT – Comrade James Ferguson**

It has been a busy time in the past few weeks.

To begin a roof top motor for our heating system failed and cost over \$2000 to replace.

Next the down stairs ice machine quit and the upstairs ice machine makes a terrible noise and requires replacement. Funding was available for both with the motor replaced and a new ice machine was purchased but needs to be installed.

I, along with Blaine Kiley, Gord Kerluke, Barb Johns and Don Johns attended a Vimy event at City Hall.

The election board went up after the last meeting but to date has not attracted anyone to put names forward for the senior executive positions.

Thanks to the manager, hall rentals have allowed the Branch to get through the last few months and we have money on hand for the future. With upcoming rentals and events; by June the Branch should be in a good financial state

## **8. TREASURER/FINANCIAL OFFICER REPORTS**

### **a. NEVADA – Comrade James Grant**

No report.

### **b. FINANCIAL STATEMENTS – Comrade June Smith**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Mac Casselman that the report from the President be accepted as presented.

**CARRIED**

## **9. CHAIRPERSONS REPORTS UNDER THE PRESIDENT**

### **a. SERGEANT-AT-ARMS – Comrade Christian Duhamel**

No report.

### **b. MEMORIAL WALK – Comrade Frank Stacey**

There are four stones that need the date of death still to be completed.



**c. SERVICE OFFICER – Comrades Frank Stacey, Doc Hopper and Ruben Avila**

Frank Stacey:

Last week I had 2 clients and this week I have 3 clients.

I will be giving up the position of Service Officer at the end of May.

**d. LADIES AUXILIARY – Comrade Valerie Cyr**

The Ladies Auxiliary attended the G-5 Zone Convention at Eastview Legion Branch on 8 April 2017. Five L.A. members from Branch 632 were present. Next year, our L.A. will be hosting the Zone Convention at our Branch on 14 April 2018.

We have been very busy with our fund raising with a Spring Basket Draw. The Friday Night Draws and the up-coming Spring Market Place event will take place on 7 May, 2017.

We have had a very successful year in our fund raising activities and so much of that is due to the generosity of the Branch members who support our efforts on every level. Our members extend our deepest gratitude and assure you all of our continued support and assistance in helping to realize success in our Branch.

Our elections for our Officers and Executive Committees will take place at our General Meeting on 2 May, 2017, assisted by members from the Branch Executive.

Submitted by Comrade Valerie Cyr/President Ladies Auxiliary

**e. BANNER – Comrade Marta Nuijten**

The next Banner will be published June 15th and I would greatly appreciate all written and photographic materials by May 15th to allow time for formatting and layout for publishing on the website and in print.

**f. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Frank Stacey that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

Elections will be held at the General meeting 18 April, 2017.

**b. HONOURS AND AWARDS – Comrade Marty Keates**

Honours and Awards will be held Sunday, May 7, 2017.

## **11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Blaine Kiley**

Comrade Blaine Kiley will not be attending the elections next week and will not be running for District Commander.

### **a. BAR OFFICER – Comrade Wayne Edwards**

Inventory for the bar was completed and went very well.

### **b. INVENTORY – Comrade Paul Larocque**

No report.

### **c. VETERANS AND AGING – Comrade Gordon Kerluke**

Perley Pub Night on March 15<sup>th</sup> went very well with a good turn out by the Vets. Comrades Gord Atkinson, Tim Parsons, Mark Laurin & Mike Collins graciously provided the entertainment.

New members, recently initiated at Branch 632, which included Diane Higgins, Carolyn Moore, Garry Moore, William Harris and Severn Blades, served the snacks and welcomed the Vets. The new members were assisted by Comrade Kim Levesque and the Veterans and Aging Officer.

Discussions are underway for a bilingual Information Session at the Bruyere Village (St. Louis) in early summer.

The March 2017 issue of the Banner has been distributed “by hand” to each of the 13 Retirement/ Long Term Care Facilities in Orleans.

### **d. HOUSING – Comrade Garth Mader**

Every chair in the downstairs hall has been repaired as many were missing a plastic piece. The part had to be ordered and attached to all chairs that were missing this part.

### **e. SCRAPBOOK – Comrade TBD**

We are still looking for a replacement for the Scrapbook. Anyone interested please contact Comrades Jim Ferguson or Blaine Kiley.

### **f. POPPY CHAIR – Comrade Barb Johns**

No report.

### **g. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

### **h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

**j. MEMBERSHIP AND VOLUNTEERS – Comrade Kim Levesque**

No report.

Moved by Comrade Blaine Kiley and seconded by Comrade Mac Casselman that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Ron Bradimore**

**a. CADET LIAISON – TBD**

We are now looking for a Cadet Liaison Officer. If you are interested in this position please contact Comrades Jim Ferguson or Ron Bradimore.

Army Cadets – No report.

Air Cadets – No report.

**b. LEGION SENIORS/HOSPITAL VISITING – TBD**

We are still looking for volunteers to take on this portfolio. If you are interested please contact Comrades Jim Ferguson or Ron Bradimore.

**c. KITCHEN – Comrade Ron Bradimore**

No report.

**d. SPECIAL EVENTS AND ENTERTAINMENT – Comrade Mac Casselman**

It has been suggested for the new executive to cancel music on Good Friday for next year as most people are away on holidays. Also the music for July and August have not been booked for Friday nights as of yet. This has been put off for the newly elected executive to deal with in June, but it may be difficult to find good music if we wait until the last minute.

Here is a list of all scheduled upcoming entertainers:

April 14, 2017	Debby McCann	6 pm to 10 pm
April 21, 2017	Nostalgia	6 pm to 10 pm
April 28, 2017	Simon Clark	6 pm to 10 pm



May	5, 2017	Lauren Hall	6 pm to 10 pm
May	12, 2017	Tony True	6 pm to 10 pm
May	19, 2017	Peter C	6 pm to 10 pm
May	26 2017	The Classics	6 pm to 10 pm

June	2, 2017	Terri McCann	6 pm to 10 pm
June	9, 2017	First Choice	6 pm to 10 pm
June	16, 2017	Lauren Hall	6 pm to 10 pm
June	23, 2017	The Classics	6 pm to 10 pm
June	30, 2017	Tony True	6 pm to 10 pm

Entertainment for Canada Day needs to be booked immediately. It was agreed by all for this booking to be done soonest.

**e. BREAKFAST CLUB – Comrade Chantal Baron**

The Breakfast Club has ended for the season and I thank all the volunteers.

Moved by Comrade Ron Bradimore and seconded by Comrade Wayne Edwards that the reports under the 2<sup>nd</sup> Vice-President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Denis Philippe**

**a. SPORTS – Comrade Steve Sauve**

**UPCOMNG EVENTS:**

***District Mixed Darts*** - is being held on 22 April, 2017 at the Matthew J. Dawe Memorial Branch in Kingston.

***Golf:*** Ladies Memorial: May 18, 2017 - 0900 start - \$65.00  
Mixed Golf Fundraiser: June 15, 2017 0900 Shot Gun start - \$80.00

**PREVIOUS EVENTS:**

***Mixed Darts:*** 1 April, 2017 held in Barrhaven. We had 5 teams entered and the winning team was from Orleans Branch; Marc Baron, Rick MacMillan, Diane Bowles and Roxanne Sauve.

***District Darts:*** Outcome from 4 Feb, 2017 Rick MacMillan won the Singles event, congrats Rick! He will be moving on to the Provincials on 18 Mar, 2017 at Port Credit Branch 82.  
The team of Luc Neveau, Gord Hibbs, Rick MacMillan and Norn May won the team event which means that Orleans Branch 632 will be hosting the 2018 Zone Darts - **Date TBA.**  
The team of Rick Amos, Walt Macleod, Steve Paul and Bob Bradimore finished second in the Team Event and also qualified for District Darts on 4 Feb, 2017 at Kingston Branch 631.

***Senior Zone Darts*** were hosted by Orleans Branch 632 28 Feb, 2017.

The singles event was won by Gord Hibbs.

The team event was won by the Orleans Team of Steve Lalonde, Herman Gordon, Bernard Lebarge and Al Watson. This means Orleans will be hosting the Senior Zone Darts for 2018. **Date TBA.**

We also had the following people qualify for the District Senior: Al Watson and Herman Gordon, and as well Denis Mallette and James McCaffrey qualified for the doubles and Gord Hibbs and Bernard Lebarge qualified for the singles event.

**b. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

**c. BURSARY – Comrade Jean Beck**

We received 36 applications this year. One was not eligible. I am awaiting further information on a couple of the applicants. Once that is received I will give Comrade Lucie a list so she can make the cheques, and I will give Comrade Sherri a list so she can make the tax slips.

**d. YOUTH EDUCATION – Comrade Jeanine Mader**

I am going to the Convention in Gananoque for the Youth Education side of things. I will be leaving the morning of the 22nd bright and early and returning the same day.

The other thing is that I have yet to receive my refund from Zone for the food items that I have purchased. It is not a huge amount but it would be really nice to get the funds reimbursed.

**e. LA LIASON – Comrade Andrew Proulx**

No report.

Moved by Comrade Blaine Kiley and seconded by Comrade Frank Stacey that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

**14. GENERAL AND NEW BUSINESS**

1. A motion for a sum not to exceed \$300.00 be approved for Steve Sauve for the registration of Zone Mixed Darts; \$30.00/team x 5 and \$15.00/doubles x 10.

Moved by Comrade Ron Bradimore and seconded by Comrade Wayne Edwards.

**CARRIED**

2. A motion for a sum not to exceed \$40.00 be passed to provide support for our Mixed Dart team to attend the District Darts in Kingston.

Moved by Comrade Ron Bradimore and seconded by Comrade Wayne Edwards.

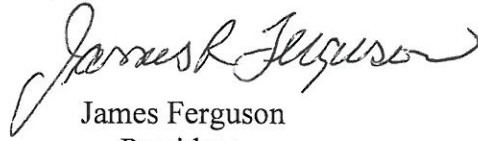
**CARRIED**

15. CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 7:42 PM.



Sherri McInnis  
Secretary



James Ferguson  
President

**Voting Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Constitution & Bylaws/Training & Org Dev/Bar Officer - <b>Blaine Kiley</b>	P
3	2nd Vice/Kitchen – <b>Ron Bradimore</b>	P
4	3rd Vice – <b>Denis Philippe</b>	A
5	Treasurer – <b>June Smith</b>	EX
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/Future Planning and Elections /Honours and Awards-</i> <b>Marty Keates</b>	P
8	Nevada - <b>Jim Grant</b>	A
9	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P
10	Housing – <b>Garth Mader</b>	P
11	Inventory - <b>Paul Larocque</b>	P
12	Poppy Chair – <b>Barb Johns</b>	P
13	Sgt-at-arms (designate) – <b>Christian Duhamel</b>	EX
14	Membership and Volunteers - <b>Kim Levesque</b>	A
15	Veterans & Aging/Legion Seniors (designate) – <b>Gordon Kerluke</b>	P
16	Youth Education – <b>Jeanine Mader</b>	EX
17	Cadet Liaison – <b>TBD</b>	
18	Hospital & Visiting/Legion Seniors – <b>TBD</b>	

**Non-Voting Members**

1	Sports – <b>Steve Sauve</b>	A
2	Poppy Trust – <b>Lucie Goderre</b>	P
3	Bursaries - <b>Jean Beck</b>	EX
4	Ladies Auxiliary – <b>Valerie Cyr</b>	P
5	Legion Manager – <b>Nicole Hebert</b>	A
6	Banner – <b>Marta Nuijten</b>	EX
7	Special Events and Entertainment – <b>Mac Casselman</b>	P
8	Breakfast Club – <b>Chantal Baron</b>	A
9	Service Officer – <b>Doc Hopper</b>	A
10	Service Officer – <b>Ruben Avila</b>	A
11	LA Liaison - <b>Andrew Proulx</b>	A
12	Bar Officer – <b>Wayne Edwards</b>	P





The Royal Canadian Legion  
Branch 632 (Orleans)  
800 Taylor Creek Drive, Orleans, Ontario K4A 0Z9  
Phone (613) 830 9984  
E-mail [rcl632@bellnet.ca](mailto:rcl632@bellnet.ca)  
Web Page: [www.rcl632.ca](http://www.rcl632.ca)



## **EXECUTIVE MEETING**

**9<sup>th</sup> May 2017**

**Present:** Comrades Jim Ferguson, Ron Bradimore, Denis Philippe, June Smith, Sherri McInnis, Jim Grant, Paul Larocque, Barb Johns, Don Johns, Kim Levesque, Gordon Kerluke, Jeanine Mader and Lucie Goderre.

**Excused:** Comrades Blaine Kiley, Marty Keates, Frank Stacey, Marta Nuijten, Jean Beck and Doc Hopper.

**Absent:** Comrades Garth Mader, Christian Duhamel, Steve Sauve, Valerie Cyr, Nicole Hebert, Mac Casselman, Chantal Baron, Ruben Avila, Andrew Proulx and Wayne Edwards.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 7:05 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 11 of 16 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

No deviation.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the April meeting were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the branch web site.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

**6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the Correspondence binder and stored on the off-site thumb drive.

**7. PRESIDENT’S REPORT – Comrade James Ferguson**

No report.

**8. TREASURER/FINANCIAL OFFICER REPORTS**

**a. NEVADA – Comrade James Grant**

At the last General meeting my motion not to renew our license was passed. This was due to poor ticket sales over the last year, insufficient funds on hand to pay for a new license while our present license was expiring.

I was able to get a one year extension on our present license. No decision will be made on what to do with the ticket dispenser which we own until we sell the remaining tickets. Since Jun 2016 until May 2017 we have sold 11258 tickets which represents approximately one third. Hopefully, we can sell the remaining before the end of our extension.

**b. FINANCIAL STATEMENTS – Comrade June Smith**

Financial Statement are attached at the end of minutes.

Moved by Comrade June Smith and seconded by Comrade Paul Larocque that the financial statements be accepted as presented subject to audit.

**CARRIED**

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-AT-ARMS – Comrade Christian Duhamel**

No report.

**b. MEMORIAL WALK – Comrade Frank Stacey**

There are six stones which require the date of death.

**c. SERVICE OFFICER – Comrades Frank Stacey, Doc Hopper and Ruben Avila**

Doc - I have no new cases. I have had several queries and have on-going cases.

Frank - I cannot be at this meeting as I am in Stittsville for their election. This will be my last report as I take over as Zone Commander next week. Last week I submitted two claims to Veterans Affairs. I will help any veteran that needs help with a claim.

**d. LADIES AUXILIARY – Comrade Valerie Cyr**

The Ladies Auxiliary held their elections on 2<sup>nd</sup> May 2017. The Spring Market went well and a final report should be ready for the next meeting.

**e. BANNER – Comrade Marta Nuijten**

The next Banner will be published June 15th and I would greatly appreciate all written and photographic materials by May 15th to allow time for formatting and layout prior to publishing on the website and in print.

**f. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Barb Johns that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

Elections will be held at the Special General meeting 23 May 2017.

**b. HONOURS AND AWARDS – Comrade Marty Keates**

Honours and Awards were held Sunday, May 7 2017. I would like to thank everyone who helped to make this a successful afternoon.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Blaine Kiley**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. INVENTORY – Comrade Paul Larocque**

No report.

**c. VETERANS AND AGING – Comrade Gordon Kerluke**

A bilingual Information Session at Bruyere Village (St. Louis) is now being targeted for the latter part of June.

Comrade Diane Higgins (new member) and I represented the Branch at the Chapel Hill Retirement Facility fun-filled afternoon with Darryl Sittler on Sunday, May 7th, 2 pm to 4 pm. The event included autographs, music, food and prizes for all.

A visit to the Branch by the Perley Vets has been scheduled for Saturday, September 23rd, 14:00 to 16:00 hours.

**d. HOUSING – Comrade Garth Mader**

No report.

**e. SCRAPBOOK – Comrade TBD**

We are still looking for a replacement for the Scrapbook. Anyone interested please contact Comrades Jim Ferguson or Blaine Kiley.

**f. POPPY CHAIR – Comrade Barb Johns**

No report.

**g. POPPY TRUST FUND – Comrade Lucie Goderre**

**POPPY TRUST FUND – TREASURER REPORT – MAY 2017**

BANK BALANCE – January 16 <sup>th</sup> , 2017	\$ 122,791.36
EXPENSES	(\$8,178.56)
DONATIONS	(\$45,500.00)
BURSARIES	(\$19,500.00)
BANK BALANCE – MAY 8th , 2017	\$ 49,612.80

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

**j. MEMBERSHIP AND VOLUNTEERS – Comrade Kim Levesque**

**Members Initiated (7):**

Severn Blades  
Robert Fenoulhet  
Donald Kolish  
Linda Kolish  
Pierre Lemieux  
David McCracken  
Victor Shires

**Applications for Membership (8):**

Chestnut, Gordon  
Green, Lorne



Henricksen, Melvin  
Molnar, George  
Pilon, Louis  
Ramsey, John  
St-Georges, Michel  
Trepanier, Francis

**Requests for Transfer (0):**

Moved by Comrade Ron Bradimore and seconded by Comrade Jeanine Mader that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Ron Bradimore**

**a. CADET LIAISON – TBD**

We are now looking for a Cadet Liaison Officer. If you are interested in this position, please contact Comrades Jim Ferguson or Ron Bradimore.

Army Cadets – No report.

Air Cadets – No report.

**b. LEGION SENIORS/HOSPITAL VISITING – TBD**

We are still looking for volunteers to take on this portfolio. If you are interested please contact Comrades Jim Ferguson or Ron Bradimore.

**c. KITCHEN – Comrade Ron Bradimore**

No report.

**d. SPECIAL EVENTS AND ENTERTAINMENT – Comrade Mac Casselman**

May	12, 2017	Tony True	6 pm to 10 pm
May	19, 2017	Peter C	6 pm to 10 pm
May	26 2017	The Classics	6 pm to 10 pm
June	2, 2017	Terri McCann	6 pm to 10 pm
June	9, 2017	First Choice	6 pm to 10 pm
June	16, 2017	Lauren Hall	6 pm to 10 pm
June	23, 2017	The Classics	6 pm to 10 pm
June	30, 2017	Tony True	6 pm to 10 pm

**e. BREAKFAST CLUB – Comrade Chantal Baron**

The Breakfast Club has turned in its keys to the kitchen and raised \$1,960.00 over the past winter.

Moved by Comrade Ron Bradimore and seconded by Comrade Gordon Kerluke that the reports under the 2<sup>nd</sup> Vice-President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Denis Philippe**

**a. SPORTS – Comrade Steve Sauve**

**UPCOMING EVENTS:**

**Golf:** Ladies Memorial: May 18, 2017 0900 start - \$65.00  
Mixed Golf: June 15, 2017 0900 Shot Gun - \$80.00

**b. PUBLIC RELATIONS – Comrade Jean Beck**

Our Friday night entertainment and golf tournaments continue to be sent into the local papers. I did request press coverage for the bursary presentations and Honour and Awards presentations but due to the floods there was no one available to cover the event.

**c. BURSARY – Comrade Jean Beck**

35 bursaries have been presented for a total of \$19,500.

I wish to thank Comrade Jeanine Mader for sending the bursary information to the schools along with her Youth Education material, also thanks to Comrades Lucie Goderre and Barb Johns for preparing the cheques and to Comrade Sherri, our very efficient secretary, for preparing the T4A slips. A special thanks to Bill Duncan, who despite his ill health, assisted in screening the applications and assisted in the presentations.

If the number of applicants continues to increase year over year as they have done, we will either require a larger budget, or we will be compelled to tighten the parameters around who is awarded a bursary.

**d. YOUTH EDUCATION – Comrade Jeanine Mader**

No report.

**e. LA LIASON – Comrade Andrew Proulx**

No report.

Moved by Comrade Blaine Kiley and seconded by Comrade Frank Stacey that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

**14. GENERAL AND NEW BUSINESS (Comrade Jim Ferguson)**

- a. The LA has raised and donated \$8,500.00 to Branch 632. Very well done and a big thank you!
- b. Peter Loan will be submitting a payment of \$1,900.00 for use of the kitchen and facilities.
- c. We will also be receiving \$3,000.00 from the Montfort Hospital for rental of the facilities.

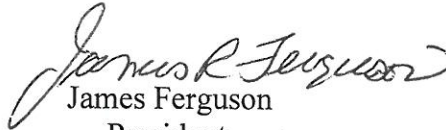
As you can see we have had a very successful April and the end of the year looks good.

**15. CLOSING CEREMONY**

The meeting was adjourned with the closing ceremony at 7:25 PM.



Sherri McInnis  
Secretary



James Ferguson  
President

**Voting Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Constitution & Bylaws/Training & Org Dev/Bar Officer - <b>Blaine Kiley</b>	EX
3	2nd Vice/Kitchen – <b>Ron Bradimore</b>	P
4	3rd Vice – <b>Denis Philippe</b>	P
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/Future Planning and Elections /Honours and Awards- <b>Marty Keates</b></i>	EX
8	Nevada - <b>Jim Grant</b>	P
9	Service Officer/Memorial Walk - <b>Frank Stacey</b>	EX
10	Housing – <b>Garth Mader</b>	A
11	Inventory - <b>Paul Larocque</b>	P
12	Poppy Chair – <b>Barb Johns</b>	P
13	Sgt-at-Arms – <b>Christian Duhamel</b>	A
14	Membership and Volunteers - <b>Kim Levesque</b>	P
15	Veterans & Aging/Legion Seniors – <b>Gordon Kerluke</b>	P
16	Youth Education – <b>Jeanine Mader</b>	P
17	Cadet Liaison – <b>TBD</b>	
18	Hospital & Visiting/Legion Seniors – <b>TBD</b>	

**Non-Voting Members**

1	Sports – <b>Steve Sauve</b>	A
2	Poppy Trust – <b>Lucie Goderre</b>	P
3	Bursaries - <b>Jean Beck</b>	EX
4	Ladies Auxiliary – <b>Valerie Cyr</b>	A
5	Legion Manager – <b>Nicole Hebert</b>	A
6	Banner – <b>Marta Nuijten</b>	EX
7	Special Events and Entertainment – <b>Mac Casselman</b>	A
8	Breakfast Club – <b>Chantal Baron</b>	A
9	Service Officer – <b>Doc Hopper</b>	A
10	Service Officer – <b>Ruben Avila</b>	A
11	LA Liaison - <b>Andrew Proulx</b>	A
12	Bar Officer – <b>Wayne Edwards</b>	A

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	Mar 2017	Mar 2016	YTD Mar 2017	YTD Mar 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	19,165.22	15,725.08	210,019.02	222,211.99
Snack Sales	1,562.79	1,338.08	14,222.46	16,242.39
Corkage	80.00	0.00	260.00	0.00
Kitchen Income	571.68	0.00	4,973.36	1,400.00
Coffee	94.15	121.30	766.73	1,292.50
<b>Total Bar &amp; Kitchen Revenue</b>	<b>21,473.84</b>	<b>17,184.46</b>	<b>230,241.57</b>	<b>241,146.88</b>
<b>RENTAL INCOME</b>				
Hall Rentals	1,676.73	1,997.78	22,356.50	28,891.02
Hall Rentals - Bartender Recovery	120.00	135.00	3,817.50	3,913.70
<b>Total Hall Revenue</b>	<b>1,796.73</b>	<b>2,132.78</b>	<b>26,174.00</b>	<b>32,804.72</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	133.00	83.00	1,235.00	904.00
Branch Snooker Table	135.00	186.00	994.00	877.00
<b>Total Vending Revenue</b>	<b>268.00</b>	<b>269.00</b>	<b>2,229.00</b>	<b>1,781.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	0.00	0.00	9,463.07	9,492.88
Canada Day	0.00	0.00	0.00	500.00
Veteran's Dinner	0.00	0.00	1,075.00	0.00
New Year's Eve	0.00	0.00	1,383.37	2,368.84
St. Patrick's Day	82.00	0.00	82.00	0.00
Other Branch Functions	0.00	0.00	0.00	2,168.85
<b>Total Branch Events Income</b>	<b>82.00</b>	<b>0.00</b>	<b>12,003.44</b>	<b>14,530.57</b>
<b>MEMBERSHIPS</b>				
Membership Dues	1,000.00	526.80	19,548.60	23,400.94
<b>Net Memberships</b>	<b>1,000.00</b>	<b>526.80</b>	<b>19,548.60</b>	<b>23,400.94</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	0.00	432.00	752.00
Banner Revenue	0.00	0.00	0.00	40.00
Sale Legion Articles	0.00	778.80	346.62	1,360.91
Cost Of Sales - Leg Art	0.00	0.00	-1,832.25	0.00
Net Sales	0.00	778.80	-1,485.63	1,360.91
ATM Revenue	109.50	153.00	1,140.00	1,545.00
Sports Revenue	0.00	0.00	380.00	0.00
Fundraising Events	0.00	0.00	4,841.67	2,574.00
Conventions	0.00	0.00	1,097.80	0.00
Facilities Usage Fee Income	2,083.00	794.00	13,276.00	4,665.50
Misc. Revenue	27.50	0.00	493.53	150.00
Donations	15.50	713.50	4,585.91	5,403.40
<b>Total Other Revenue</b>	<b>2,235.50</b>	<b>2,439.30</b>	<b>24,761.28</b>	<b>16,490.81</b>
<b>TOTAL REVENUE</b>	<b>26,856.07</b>	<b>22,552.34</b>	<b>314,957.89</b>	<b>330,154.92</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	7,579.50	7,052.40	83,980.68	85,965.78
Snack Purchases	512.22	229.27	4,411.78	1,339.68
Cigarettes	0.00	0.00	0.00	3,061.82
Cash Short	0.00	0.00	0.00	100.00
Spoilage	0.00	0.00	16.60	1,031.65
Inventory Use	-338.37	-1,578.13	-2,678.49	3,067.17
Bar & Kitchen Supplies	25.07	283.39	976.52	4,151.48



Kitchen/Bar Equipment Maintenance	290.00	0.00	770.27	5,453.81
<b>Total Bar Expenses</b>	<b>8,068.42</b>	<b>5,986.93</b>	<b>87,477.36</b>	<b>104,171.39</b>
<b>UTILITIES</b>				
Hydro	2,836.08	3,865.80	24,766.44	30,481.40
Gas & Heat	1,350.61	2,313.82	6,705.13	8,985.12
Telephone	150.50	0.00	3,375.33	3,017.90
Water	714.76	0.00	3,192.98	3,117.43
Television Network	78.98	81.09	708.64	909.34
<b>Total Utilities</b>	<b>5,130.93</b>	<b>6,260.71</b>	<b>38,748.52</b>	<b>46,511.19</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				
Wages	7,516.52	6,743.19	71,370.58	68,649.97
EI Expense	173.14	170.67	1,838.22	1,901.25
CPP Expense	254.04	218.25	2,472.37	2,339.04
WSIB Expense	59.95	57.95	577.44	590.21
<b>Total Wages</b>	<b>8,003.65</b>	<b>7,190.06</b>	<b>76,258.61</b>	<b>73,480.47</b>
<b>OFFICE EXPENSES</b>				
Office Expenses	170.43	392.10	1,627.57	3,380.05
Printing	0.00	0.00	705.80	449.00
Postage	0.00	0.00	16.15	3.00
Licences	249.00	245.00	249.00	698.00
Courier Service	0.00	0.00	32.80	0.00
Furniture & Equipment	0.00	0.00	0.00	39.99
Equipment Lease	0.00	16.63	1,456.12	1,046.64
<b>Total Office Expenses</b>	<b>419.43</b>	<b>653.73</b>	<b>4,087.44</b>	<b>5,616.68</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	266.97	7,036.87	5,069.43	24,156.93
Cleaning Supplies	0.00	1,056.29	4,608.65	5,508.15
Waste Removal	213.24	0.00	1,983.18	3,371.16
Ground Maintenance	1,280.00	2,315.00	15,605.00	13,868.73
Security Services	0.00	0.00	1,043.88	1,373.25
Building Cleaning	0.00	2,667.50	16,272.41	26,280.00
Hall Setup	-150.00	-75.00	-170.00	950.00
Insurance	768.71	768.67	8,208.70	8,318.16
Furn & Equip Maint	215.12	0.00	374.55	139.20
<b>Total Building Expenses</b>	<b>2,594.04</b>	<b>13,769.33</b>	<b>52,995.80</b>	<b>83,965.58</b>
<b>BRANCH EVENTS EXPENSE</b>				
Hospitality	0.00	0.00	0.00	121.89
Ceremonial & Publications	0.00	0.00	0.00	-120.00
<b>Total Branch Events Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.89</b>
<b>OTHER EXPENSES</b>				
Bank Charges	529.58	388.07	3,641.57	3,617.52
Interest Expense	0.00	36.41	619.55	46.71
Loan Interest	1,072.35	1,209.59	12,036.73	13,185.15
Branch Functions	240.00	0.00	240.00	500.00
Legion Articles	0.00	0.00	588.25	0.00
District & Zone G5 payout	0.00	400.00	0.00	400.00
Banner Expense	0.00	0.00	0.00	155.00
Hall Rental Refund	0.00	0.00	100.00	0.00
Professional Fees	0.00	0.00	300.00	73.39
Entertainment Expenses	1,125.00	1,200.00	9,075.00	7,125.00
Sports Expenses	250.00	790.00	1,080.00	1,485.00
<b>Total Other Expenses</b>	<b>3,216.93</b>	<b>4,024.07</b>	<b>27,681.10</b>	<b>26,587.77</b>
<b>TOTAL EXPENSE</b>	<b>27,433.40</b>	<b>37,884.83</b>	<b>287,248.83</b>	<b>340,334.97</b>
<b>NET INCOME</b>	<b>-577.33</b>	<b>-15,332.49</b>	<b>27,709.06</b>	<b>-10,180.05</b>



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## **EXECUTIVE MEETING**

**13<sup>th</sup> June 2017**

**Present:** Comrades Jim Ferguson, Gordon Kerluke, Don Johns, Pam Smith, Sherri McInnis, Marty Keates, Jim Grant, Frank Stacey, Paul Larocque, Barb Johns, Kim Levesque, Len MacPherson, Lucie Goderre, Jean Beck, Tim Parsons and Doc Hopper.

**Excused:** Comrades Jeanine Mader, Marta Nuijten and Mac Casselman.

**Absent:** Comrades Christian Duhamel, Blaine Kiley, Steve Sauve, Valerie Cyr, Nicole Hebert, Andrew Proulx and Wayne Edwards.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 7:05 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 11 of 16 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

No deviation.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the May meetings were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the branch web site.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

### **6. CORRESPONDENCE- Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

**7. PRESIDENT'S REPORT – Comrade James Ferguson**

No report.

**8. TREASURER/FINANCIAL OFFICER REPORTS**

**a. NEVADA – Comrade James Grant**

This report on the Nevada BOTs will cover the period from 15 April 2017 to 27 May 2017

Total Sales	\$776.00
Total Redeemed	<u>\$536.00</u>
Total Profit	\$240.00
Balance in Nevada Trust Account as of 27 May 2017	\$354.00
Bank Balance 27 May 2017	<u>\$1,373.57</u>
Total Funds on hand:	\$1,727.57

**b. FINANCIAL STATEMENTS – Comrade June Smith/Len MacPherson**

The Financial Statement is attached at the end of the minutes.

Moved by Comrade June Smith and seconded by Comrade Frank Stacey that the financial statements be accepted as presented subject to audit.

**CARRIED**

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-at-ARMS – Comrade Christian Duhamel (Interim)**

We are looking for an additional Sgt-at-Arms as Comrade Christian Duhamel will not be available at all events this year. If anyone knows of someone please contact the President. There will be a Branch email going out looking for a volunteer.

**b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

**c. POPPY CHAIR – Comrade Barb Johns**

No report.

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**e. MEMORIAL WALK – Comrade Frank Stacey**

We should now be looking at only placing stones on the Memorial walk once the member has passed away as the company that does the engraving charges each time a change needs to be made. That will mean that a stone can still be purchased in advance but will not have the members name and details on it until they have passed away.

There are 6 stones to be completed with final resting dates.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

Frank Stacey:

I have sent four claims to Veterans Affairs this month and have two phone calls to return. For the one I sent today, the person is going to join the branch.

Doc Hopper:

- Branch 632 will be hosting the District G Service Officer and Poppy Chair Seminars on September 30 and October 1, 2017.
- The Ontario Command Service Officer, Patricia Royle will be visiting our branch on Wednesday, June 21. Interviews are scheduled from 0800am to noon in the second floor office. 16 people have requested interviews so far.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Jim Grant that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

There are still pins to be picked up, two certificates of appreciation to be presented, one Medal to be presented and 1 Bar to be given out.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

No report.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

**a. HOSPITAL VISITING – Comrade Gordon Kerluke (Interim)**

A Chairperson is needed. Last year, we were unable to get a member to take responsibility for this portfolio. For now, I suggest that the names of any members who are hospitalized be forwarded to Comrade Gordon Kerluke. I also suggest the purchase of Get Well greeting cards from Legion Supply (\$14.95 for a pkg. of 10). These would be signed by the President for the visits.

**b. LEGION SENIORS – Comrade Gordon Kerluke (Interim)**

Once again, we need a member to Chair this portfolio. The Branch was unable to get a member to step up last year. Visitors and new members are welcome to join Branch 632 Seniors' Club.

Note: Funeral service for Murial "Molly" Miller of Seniors Club will be held at Theo Brunet & Sons, Rockland, Wednesday, June 14<sup>th</sup> at 11:00 am.

**c. MEMBERSHIP – Comrade Kim Levesque**

**Members Initiated (1):**

Jerry Seivenpiper

**Applications for Membership (7):**

Mike Adams

Serge Chicoine

Patricia Côté

Norman Dorff

Sylvain Hudon

Kevin Lemire

Janice McMullin

**Requests for Transfer (2):**

Guy Carisse

David Hurl

The membership process will be changing; however, I have received minimal information at this time. At this time Dominion Command has only said that the info will be available this summer, but once I know what is going on I will provide the Branch Secretary, Comrade Sherri McInnis, with an information e-mail to be sent to all members.

727/818 members (approximately 90%) are in good standing.

**d. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

Adequate volunteer resources are the backbone of any successful non-profit organization. Yet, we do not have plaques in the entrance stairway recognizing the volunteers for the last 3 years. Suggest we start by updating the Volunteer Appreciation Award plaque for 2016-2017 (photocopy available). A Chairperson or Coordinator for this portfolio would be helpful. Comrade Gordon Kerluke is willing to assist.



After some discussion, Comrade Len MacPherson has volunteered to be the Volunteer coordinator for the Branch.

**e. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

The Bilingual Information Session at Bruyere Village (St. Louis) is now confirmed for August 24th. Comrade Jacques Levesque will lead the French portion of the session. The visit to the Branch by the Perley Vets has been confirmed for Saturday, September 23rd, 14:00 to 16:00 hours. The date for "Over 79/80" Christmas party at the Branch is scheduled for Sunday, November 19th, 14:00 to 16:00 hours. Ongoing assistance by Comrade Dianne Higgins with this portfolio is acknowledged.

Moved by Comrade Gordon Kerluke and seconded by Comrade Don Johns that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Air Cadets – The Squadron's Annual Ceremonial Review took place on Saturday June 3. I attended on behalf of the Branch and presented the Legion Cadet Medal of Excellence. The Cadets had an excellent year. The Squadron is in hiatus until September.

Army Cadets – The Corps held its Annual Ceremonial Review on Jun 4. I attended accompanied by the Poppy Chair, Barbara Johns. I present the Legion Cadet Medal of Excellence and made some brief remarks recognizing the Cadets' achievements and the pride the Branch has in being a sponsor of the corps. As with the Air Cadets, the Army Cadets will resume the training in September.

**d. INVENTORY – Comrade Paul Larocque**

I am currently working on a complete inventory; Legion articles inventory is still to be done.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

No report.

Moved by Comrade Don Johns and seconded by Comrade Tim Parsons that the reports under the 2nd Vice-President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

No report.

**a. BANNER – Comrade Marta Nuijten**

We are putting the finishing touches on the June Banner. The next Banner will be published September 15th and I would greatly appreciate all written and photographic materials by August 15th to allow time to format and layout for publishing on the website and in print.

**b. BREAKFAST CLUB – TBD**

No report.

**c. KITCHEN – Comrade Pam Smith**

No report.

**d. LA LIASON – Comrade Andrew Proulx**

No report.

**e. PUBLIC RELATIONS – Comrade Jean Beck**

There are some announcements for the Branch going into the Metro but we are not sure how they are getting in there. We will be investigating and the problem will be taken care of.

**f. SPECIAL EVENTS AND ENTERTAINMENT – Comrade Mac Casselman/Tim Parsons**

June 16, 2017	Lauren Hall	6 pm to 10 pm
June 23, 2017	The Classics	6 pm to 10 pm
June 30, 2017	Tony True	6 pm to 10 pm

**g. SPORTS – Comrade Steve Sauve**

**UPCOMNG EVENTS:**

**Golf:** Mixed Golf: June 15, 2017 0900 Shot Gun - \$80.00 - SOLD OUT! 148 golfers.

**PAST EVENTS:**

***11<sup>th</sup> Annual Ladies Memorial Golf Tournament – Report***

Tournament proceeded well, great sunny day for the 52 golfers.

***The team winners:***

There was a tie between two teams:

Team Deb Orth, Lisa Mitchell, Dawn Juneau and Sue Ierfino.  
Team Betty Ouellet, Barb Badalie, Louise Tetreault and Idelle Matte.

Using the Callaway System of Retrogression the tie break went to:  
Team #7 – Betty Ouellete, Barb Dadalie, Louise Tetreault and Idelle Matte.  
Longest Drive: Idelle Matte  
Closest to the Pin: Peggy Lewis

***FINANCIAL SUMMARY:***

Revenue		Balance
52 golfers @ \$65.00/golfer		\$3,380.00
Putting Competition 50% to winner / 50% to Legion	\$300.00 raised \$150.00 winner/\$150.00 Legion	\$150.00
50 – 50 Draw	\$300 raised \$150.00 to Legion	\$150.00
	Total Revenue	<b>\$3,680.00</b>
Expenditures		
Golf	52 golfers paid x \$45.00/golfer	\$2,500.13
	Total Expenditures	<b>\$2,500.13</b>
Donations from Denis Phillipe, Ron Bradimore, Steve Sauve took care of food and extras		
	Balance Profit	<b>\$1,179.87 approx.</b>

***Volunteer Chairperson:*** June Smith

***Volunteer Support Staff:***

Steve Sauve, Ron Bradimore, Andrew Proulx, Manon Pilote, and Jim Ferguson.

***Hall Prep and Clean-Up/Food:***

Judy Rousson, Margo Stephens, Karen Allen, Joyce Corcoran and Joan Rousseau

***Cooking/Food Donations:*** Ron Bradimore and Denis Phillipe

***Photography/Speeches:*** Marty Keates and Errol Patrick

Moved by Comrade Pam Smith and seconded by Comrade Don Johns that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

**14. GENERAL AND NEW BUSINESS**

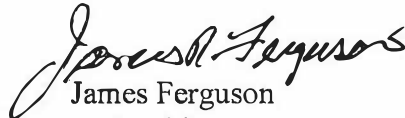
- Breakfast Club – Discussion took place on the future of the breakfast club. We are looking at having Peter Loan do the breakfast and we will have a volunteer there to sell the tickets. The price will be \$8/plate and the Branch would keep \$2/plate and the \$6/plate will be paid to Peter Loan. We would still have the Cadets serving. More to follow on this.
- Property Taxes – We have a zero balance owing on property taxes as we have been forgiven the taxes by the city.
- Branch Hours – Starting next Tuesday the branch will be closing early on Mondays and Thursdays for the summer months.

- d. Banner – we need someone to try to get advertisements for future production of the banner. We will now be sending an electronic copy to Ontario Command versus mailing a paper copy. When The Banner comes in from the printer, please ensure that the invoice gets passed to the manager so she can pay it.
- e. Golf Tournament this Thursday – we are still looking for volunteers.
- f. Executive Positions for this FY still need a bit of tweaking but what we have them be posted on the Branch web site this week.
- g. Nevada Machine – We have someone in Metcalfe that is interested in purchasing the Nevada machine. A discussion took place ref selling and for how much. This will be discussed at the next General Meeting.
- h. Pop Can Tabs – Paul Larocque will collect them and take them to Devine Infant Church.
- i. Chase The Ace – Jim Grant will be going to Kanata to see how they are doing with their Chase the Ace Fund Raising and check out if it is feasible for our branch.

## 15. CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 8:05 PM.

  
Sherri McInnis  
Secretary

  
James Ferguson  
President

**Voting Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Hospital and Visiting/Legion Seniors/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Lianson – <b>Don Johns</b>	P
4	3rd Vice/Kitchen – <b>Pam Smith</b>	P
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/ Future Planning and Elections/ Honours and Awards - <b>Marty Keates</b></i>	P
8	Nevada - <b>Jim Grant</b>	P
9	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P
10	Inventory - <b>Paul Larocque</b>	P
11	Poppy Chair – <b>Barb Johns</b>	P
12	Sgt-at-arms (designate) – <b>Christian Duhamel</b>	A
13	Membership and Volunteers - <b>Kim Levesque</b>	P
14	Youth Education – <b>Jeanine Mader</b>	EX
15	Constitution and By-Law – <b>Blaine Kiley</b>	A
16	Volunteer Coordinator - <b>Len MacPherson</b>	P

**Non-Voting Members**

1	Sports – <b>Steve Sauve</b>	A
2	Poppy Trust – <b>Lucie Goderre</b>	P
3	Bursaries - <b>Jean Beck</b>	P
4	Ladies Auxiliary – <b>Valerie Cyr</b>	A
5	Branch Manager – <b>Nicole Hebert</b>	A
6	Banner – <b>Marta Nuijten</b>	EX
7	Special Events/Entertainment – <b>Mac Casselman</b>	A
8	Special Events/Entertainment – <b>Tim Parsons</b>	P
9	Breakfast Club – <b>TBD</b>	
10	Service Officer – <b>Doc Hopper</b>	P
11	LA Liaison - <b>Andrew Proulx</b>	A
12	Bar Officer – <b>Wayne Edwards</b>	A



# ROYAL CANADIAN LEGION ORLEANS

Balance Sheet As at 30/04/2017

## ASSET

### CURRENT ASSETS

Cash On Hand	7,814.05	
Scotia Bank General	6,746.18	
Scotia Bank Allocated	6,541.46	
Scotia Bank Savings	9,993.67	
Change Floats	1,682.00	
Cash: Total		32,777.36
GST/HST Paid And Recoverable		4,965.87
Inventory Bar		13,940.45
Op Inv Legion Articles		739.12
Prepaid Expenses		698.83
<b>TOTAL CURRENT ASSETS</b>		<b>53,121.63</b>

### Fixed Assets

Land		75,075.00
Building	1,744,180.48	
Acc Depreciation on Building	-1,098,845.89	
Net Building		645,334.59
Adjacent Lot		107,001.50
Bar & Kitchen Equipment	17,003.67	
Acc Dep Bar & Kitchen Equipment	-8,236.61	
Net Bar & Kitchen Equipment		8,767.06
Furniture & Fixtures	20,675.90	
Acc Dep - Furn. & Fixtures	-12,881.10	
Net Furniture & Fixtures		7,794.80
Computer Equipment	3,207.84	
Acc. Dep-Computer Equipment	-2,101.48	
Net Computer Equipment		1,106.36
<b>Total Fixed Assets</b>		<b>845,079.31</b>

### TOTAL ASSET

898,200.94

## LIABILITY

### CURRENT LIABILITIES

Memorial Walk	200.00
Payable To Nevada Fund	293.00
Golf May	1,690.00
Golf June	2,440.00
Cribbage Payable	3,675.00
Other Payable	270.55
RCAF Dinner	428.33
GST/HST Payable	7,106.59
Accounts Payable	784.45
Command -Capital Tax Payable	2,749.62
Unearned Hall Rentals	7,052.17
Vacation Payable - Payroll	4,534.86
Vacation Payable - adjusted	-3,650.01
EI Payable	305.23
CPP Payable	558.72
Income Tax Payable	1,149.22
Receiver General Payable	2,013.17
WSIB Payable	71.98
<b>TOTAL CURRENT LIABILITIES</b>	<b>29,659.71</b>

### LONG TERM LIABILITIES

Loan Payable	265,261.32
<b>Total Long Term Liabilities</b>	<b>265,261.32</b>

### Deferred Contributions

Deferred contribution capital asset	73,766.93
<b>Total Deferred Contributions</b>	<b>73,766.93</b>

### TOTAL LIABILITY

368,687.96

## EQUITY

### EARNINGS

Retained Earnings	499,229.38
Current Earnings	30,283.47
<b>TOTAL EARNINGS</b>	<b>529,512.85</b>

### TOTAL EQUITY

529,512.85

### LIABILITIES AND EQUITY

898,200.81

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	Apr 2017	Apr 2016	YTD Apr 2017	YTD Apr 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	26,107.50	30,265.16	236,126.52	252,477.15
Snack Sales	1,481.10	1,798.40	15,703.56	18,025.79
Corkage	0.00	0.00	260.00	0.00
Kitchen Income	1,261.96	0.00	6,235.32	1,400.00
Coffee	83.55	80.10	850.28	1,387.60
<b>Total Bar &amp; Kitchen Revenue</b>	<b>28,934.11</b>	<b>32,143.66</b>	<b>259,175.68</b>	<b>273,290.54</b>
<b>RENTAL INCOME</b>				
Hall Rentals	2,376.99	3,850.00	24,733.49	32,741.02
Hall Rentals - Bartender Recovery	667.50	712.50	4,485.00	4,626.20
Storage - Poppy	350.00	350.00	350.00	350.00
<b>Total Hall Revenue</b>	<b>3,394.49</b>	<b>4,912.50</b>	<b>29,568.49</b>	<b>37,717.22</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	127.00	41.00	1,362.00	945.00
Branch Snooker Table	128.00	82.00	1,122.00	959.00
<b>Total Vending Revenue</b>	<b>255.00</b>	<b>123.00</b>	<b>2,484.00</b>	<b>1,904.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	0.00	0.00	9,463.07	9,492.88
Canada Day	0.00	0.00	0.00	500.00
Veteran's Dinner	0.00	0.00	1,075.00	0.00
St. Patrick's Day	0.00	0.00	82.00	0.00
New Year's Eve	0.00	0.00	1,383.37	2,368.84
Other Branch Functions	0.00	0.00	0.00	2,168.85
<b>Total Branch Events Income</b>	<b>0.00</b>	<b>0.00</b>	<b>12,003.44</b>	<b>14,530.57</b>
<b>MEMBERSHIPS</b>				
Membership Dues	880.00	935.00	20,428.60	24,335.94
<b>Net Memberships</b>	<b>880.00</b>	<b>935.00</b>	<b>20,428.60</b>	<b>24,335.94</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	0.00	432.00	752.00
Banner Revenue	0.00	0.00	0.00	40.00
Sale Legion Articles	0.00	70.91	346.62	1,431.82
Cost Of Sales - Leg Art	0.00	0.00	-1,832.25	0.00
Net Sales	0.00	70.91	-1,485.63	1,431.82
ATM Revenue	99.00	177.00	1,239.00	1,722.00
Sports Revenue	0.00	0.00	380.00	0.00
Fundraising Events	0.00	0.00	4,841.67	2,574.00
Conventions	0.00	2,028.71	1,097.80	2,028.71
Facilities Usage Fee Income	1,691.00	707.80	16,544.00	5,373.30
Misc. Revenue	10.00	400.00	503.53	550.00
Donations	20.50	667.00	4,606.41	6,070.40
<b>Total Other Revenue</b>	<b>1,820.50</b>	<b>4,051.42</b>	<b>28,158.78</b>	<b>20,542.23</b>
<b>TOTAL REVENUE</b>	<b>35,284.10</b>	<b>42,165.58</b>	<b>351,818.99</b>	<b>372,320.50</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	9,572.47	7,996.09	93,553.15	93,961.87
Snack Purchases	356.68	240.30	4,768.46	1,579.98
Cigarettes	0.00	0.00	0.00	3,061.82
Cash Short	0.00	0.00	0.00	100.00
Spoilage	0.00	0.00	16.60	1,031.65
Inventory Use	0.00	0.00	-2,678.49	3,067.17

Bar & Kitchen Supplies	155.07	486.69	1,131.59	4,638.17
Kitchen/Bar Equipment Maintenance	1,199.99	105.00	1,970.26	5,558.81
<b>Total Bar Expenses</b>	<b>11,284.21</b>	<b>8,828.08</b>	<b>98,761.57</b>	<b>112,999.47</b>
<b>UTILITIES</b>				
Hydro	3,201.93	3,901.59	27,968.37	34,382.99
Gas & Heat	1,314.04	1,824.23	8,019.17	10,809.35
Telephone	699.42	938.06	4,074.75	3,955.96
Water	0.00	707.14	3,192.98	3,824.57
Television Network	78.98	0.00	787.62	909.34
<b>Total Utilities</b>	<b>5,294.37</b>	<b>7,371.02</b>	<b>44,042.89</b>	<b>53,882.21</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				
Wages	7,855.44	7,422.07	79,226.02	76,072.04
EI Expense	178.05	187.86	2,016.27	2,089.11
CPP Expense	279.36	236.47	2,751.73	2,575.51
WSIB Expense	61.64	56.39	639.08	646.60
PIER Expense	142.18	0.00	142.18	0.00
<b>Total Wages</b>	<b>8,516.67</b>	<b>7,902.79</b>	<b>84,775.28</b>	<b>81,383.26</b>
<b>OFFICE EXPENSES</b>				
Advertising	0.00	413.10	0.00	413.10
Office Expenses	170.45	290.05	1,798.02	3,670.10
Printing	0.00	0.00	705.80	449.00
Postage	0.00	0.00	16.15	3.00
Licences	0.00	0.00	249.00	698.00
Courier Service	0.00	0.00	32.80	0.00
Furniture & Equipment	0.00	0.00	0.00	39.99
Equipment Lease	0.00	0.00	1,456.12	1,046.64
<b>Total Office Expenses</b>	<b>170.45</b>	<b>703.15</b>	<b>4,257.89</b>	<b>6,319.83</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	2,825.29	1,831.19	7,883.72	25,988.12
Cleaning Supplies	616.80	576.56	5,225.45	6,084.71
Waste Removal	228.70	662.04	2,211.88	4,033.20
Ground Maintenance	1,600.00	2,395.00	17,205.00	16,263.73
Security Services	298.75	318.38	1,342.63	1,691.63
Building Cleaning	0.00	2,637.50	16,272.41	28,917.50
Hall Setup	-287.42	500.00	-457.42	1,450.00
Insurance	768.71	768.67	8,977.41	9,086.83
Furn & Equip Maint	0.00	0.00	374.55	139.20
<b>Total Building Expenses</b>	<b>6,050.83</b>	<b>9,689.34</b>	<b>59,035.63</b>	<b>93,654.92</b>
<b>BRANCH EVENTS EXPENSE</b>				
Hospitality	0.00	0.00	0.00	121.89
Ceremonial & Publications	0.00	0.00	0.00	-120.00
<b>Total Branch Events Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.89</b>
<b>OTHER EXPENSES</b>				
Bank Charges	322.17	314.77	3,963.74	3,932.29
Interest Expense	0.00	36.90	619.55	83.61
Loan Interest	1,178.89	1,284.88	13,215.62	14,470.03
Branch Functions	0.00	0.00	240.00	500.00
Legion Articles	0.00	0.00	588.25	0.00
District & Zone G5 Payout	0.00	-80.00	0.00	320.00
Honours & Awards	0.00	86.50	0.00	86.50
Banner Expense	0.00	0.00	0.00	155.00
Misc Expenses	79.10	0.00	90.10	0.00
Hall Rental Refund	0.00	0.00	100.00	0.00
Professional Fees	0.00	0.00	300.00	73.39
Membership Fees & Per Capita	0.00	1,314.10	0.00	1,314.10
Entertainment Expenses	1,050.00	1,600.00	10,125.00	8,725.00
Sports Expenses	340.00	0.00	1,420.00	1,485.00

Total Other Expenses	2,970.16	4,557.15	30,662.26	31,144.92
TOTAL EXPENSE	34,286.69	39,051.53	321,535.52	379,386.50
NET INCOME	997.41	3,114.05	30,283.47	-7,066.00



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## **EXECUTIVE MEETING**

11<sup>th</sup> July 2017

**Present:** Comrades Jim Ferguson, Gordon Kerluke, Don Johns, Pam Smith, Sherri McInnis, Tim Parsons, Dianne Higgins, Paul Larocque, Kim Levesque, Len MacPherson, Nicole Hebert, Jean Beck, Lucie Goderre and Doc Hopper.

**Excused:** Comrades Jeanine Mader, Frank Stacey, Jim Grant, Marta Nuijten, Jume Smith, Marty Keates, Barb Johns and Valerie Cyr.

**Absent:** Comrades Blaine Kiley, Mac Casselman, Wayne Edwards, Andrew Proulx, Robert (Bob) Elrick and Steve Sauve.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 7:20 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 14 of 29 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

No deviation.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the June meeting was sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the Branch Web Site.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

### **6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.



**7. PRESIDENT'S REPORT – Comrade James Ferguson**

There has been a new flag ordered for the front door.

**8. TREASURER/FINANCIAL OFFICER REPORTS**

**a. NEVADA – Comrade James Grant**

No report.

**b. FINANCIAL STATEMENTS – Comrade June Smith**

No report.

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-at-ARMS – Comrade Christian Duhamel (Interim)**

We are looking for an additional Sgt-at-Arms as Comrade Christian Duhamel will not be available at all events this year. If anyone knows of someone please contact the President.

**b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

**c. POPPY CHAIR – Comrade Barb Johns**

1. Planning for the 2017 Campaign is underway.
2. An e mail was sent in June to all Route/Store Captains who volunteered last year. I have received replies from the majority, and many have confirmed they will be participating again this year. I am awaiting replies from one.
3. However, I was short five key volunteers. I have since recruited three new volunteers.
4. Store coordinators are still required for Trinity Common and for the western portion of Innes road from Mer Bleu to Blackburn.
5. I will be contacting new members this week to attempt to fill these spots.
6. The inventory of supplies has been completed. .
7. Supplies will be ordered this week.
8. An e mail will be prepared for the secretary to distribute to all Legion member reminding them of their promise to assist in the Poppy Campaign.
9. I will be drafting a description of various tasks on the Poppy Campaign for Len MacPherson to assist in recruitment of volunteers.
10. I will be holding a meeting in late August at the legion and will be inviting all captains to participate to review procedures, confirm requirements, and hand out letters of introduction for the stores.
11. The counting days have been determined and forwarded to branch manager to reserve the room.

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**e. MEMORIAL WALK – Comrade Frank Stacey**

No report.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

Our Ontario command Service Bureau Rep, Patricia Royle, conducted interviews at the Branch for 16 veterans on June 21. All went smoothly. Four others were unable to meet on that date and I am following up individually.

I have submitted one new claim for hearing/tinnitus.

I have one on-going case of “asbestosis”.

We were requested by Ontario Command to assist a Vet from North Bay (a “Leave the Streets Behind” client) who was stranded in Ottawa by car problems. Arranged interim accommodation and return transport to North Bay. North Bay Branch and Ontario Command should follow up. Client will contact North Bay Branch.

Branch 632 will be hosting the District G Service Officer and Poppy Chair Seminar September 30 and October 1, 2017.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Don Johns that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

One Certificate of Appreciation and one medal have yet to be presented.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

No report.

## **11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

### **a. MEMBERSHIP – Comrade Kim Levesque**

Members Initiated in June (6):

André Charbonneau

Serge Chicoine

Melvin Henrickson

George Molnar

John Ramsey

Michel St. Georges

Applications for Membership (2):

Steven Bell

John Makichuk

Requests for Transfer (0)

### **b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

Progress is being made on the list of volunteers for the 2016/2017 plaque and organization of portfolio is underway. Chairpersons of different portfolios are being contacted for names of volunteers who participated in 2016/2017.

A suggestion/recommendation was made that the names of volunteers working throughout FY 2017/18 be forwarded to Len throughout the year so that by this time next year we will have the names for the new 2017/18 plaque.

A new e-mail address, RCL632Volunteers@rogers.com has been created as the official volunteer e-mail. The program which will identify, among other things, what would be expected of the volunteers in terms of their duties and time commitments.

### **c. HOSPITAL VISITING – Comrade Dianne Higgins**

Comrade Diane Higgins has confirmed that she is prepared to fill the position for Hospital Visiting. Her 24 years of military service as a Medic and a Clerk in the armed forces gives her a positive and compassionate understanding of members in this area of service. By becoming a member of the Executive Committee she is prepared to accept, together with the other elected officers, the responsibilities that go with this position. A warm welcome is extended to Comrade Diane Higgins.

### **d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

The June issue of the Banner has been delivered “by hand” to the 13 Retirement Facilities in Orleans. Plans are proceeding with the Information Session at the Bruyere Village August 24<sup>th</sup> and the visit by the Perley Vets to the Branch on Saturday, September 23<sup>rd</sup>, 14:00 to 16:00. LA are ready and willing to help with the visit.



**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

This portfolio was not filled last year. Recently, Comrade Robert Elrick/Ordinary Member, agreed to look into the requirements of this portfolio and to report back to the 1<sup>st</sup> Vice President on the planning and organization of the portfolio and ways in which it might be possible to establish a more collaborative relationship with the seniors group at the Branch and other groups at the community level. The program could include the possibility of obtaining and supplying information on support for seniors in their homes, housing, transportation, security, interaction with other seniors and related programs.

Moved by Comrade Gordon Kerluke and seconded by Comrade Paul Larocque that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Army Cadets – No report.

Air Cadets – No report.

**d. INVENTORY – Comrade Paul Larocque**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

Jeanine would like to thank the legion for the get well card that she received a few days after her surgery. It was greatly appreciated.

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

No report.

**a. BANNER – Comrade Marta Nuijten**

Our next Banner will be published September 15th and Comrade Marty Keates (who will be away in September) and I would greatly appreciate all written and photographic materials by August 15th to allow time to format and layout for publishing on the website and in print.

Organizers of events are reminded that they should be documenting events and forwarding articles/photos for the Banner.

**b. BREAKFAST CLUB – TBD**

Saturday Breakfast will now be turned over to Peter but we will still have the cadets to serve and we will still need volunteers to sell tickets. This should start right after Thanksgiving and end at Easter.

**c. KITCHEN – Comrade Pam Smith**

No report.

**d. LA LIASON – Comrade Andrew Proulx**

No report.

**e. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

**f. SPECIAL EVENTS AND– Comrade Mac Casselman**

Christmas in July is now scheduled for Friday the 21<sup>st</sup> July 2017.

**g. ENTERTAINMENT – Comrade Tim Parsons**

No report.

**h. SPORTS – Comrade Steve Sauve**

No report.

Moved by Comrade Pam Smith and seconded by Comrade Kim Levesque that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**



#### 14. GENERAL AND NEW BUSINESS

Web Page - Our former service provider for our web page went bankrupt two weeks ago but the webmaster was able to almost immediately procure the services of a new provider. Disruption of service was minimal, and the new provider is much less expensive.

(Note: This affected 15 Legion entities.)

Motions – There were three motions brought forward to add to our executive that will be voted on at the next general meeting.

1. Comrade Gordon Kerluke moved that we increase the number of voting members of the executive from 10 to 12. This was seconded by Comrade Don Johns and **CARRIED.**
2. Comrade Gordon Kerluke moved to appoint Comrade Dianne Higgins as a voting member of the executive for the Hospital Visiting portfolio. This was seconded by Comrade Don Johns and **CARRIED.**
3. Comrade Gordon Kerluke moved to appoint Comrade Robert (Bob) Elrick as a non-voting member of the executive for the Legion Seniors portfolio. This was seconded by Comrade Paul Larocque and **CARRIED.**

#### 15. ADJOURNMENT:

Moved by Comrade Jim Ferguson and seconded by Comrade Paul Larocque that the meeting be adjourned.

**CARRIED**

#### 16. CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 7:55 PM.



Sherri McInnis  
Secretary



James Ferguson  
President

**Voting Elected Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Liaison – <b>Don Johns</b>	P
4	3rd Vice/Kitchen – <b>Pam Smith</b>	P
5	Treasurer – <b>June Smith</b>	EX
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b></i>	EX
8	Constitution and By-Law – <b>Blaine Kiley</b>	A
9	Entertainment – <b>Tim Parsons</b>	P
10	Hospital Visiting – <b>Dianne Higgins</b>	P
11	Inventory - <b>Paul Larocque</b>	P
12	Membership and Volunteers - <b>Kim Levesque</b>	P
13	Nevada - <b>Jim Grant</b>	EX
14	Poppy Chair – <b>Barb Johns</b>	EX
15	Service Officer/Memorial Walk - <b>Frank Stacey</b>	EX
16	Special Events– <b>Mac Casselman</b>	A
17	Volunteer Coordinator - <b>Len MacPherson</b>	P
18	Youth Education – <b>Jeanine Mader</b>	EX

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	A
3	Branch Manager – <b>Nicole Hebert</b>	P
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	EX
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	A
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	<i>Service Officer – <b>Doc Hopper</b></i>	P
10	Sgt-at-arms – <b>TBD</b>	
11	Sports – <b>Steve Sauve</b>	A



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## **EXECUTIVE MEETING**

**8<sup>th</sup> August 2017**

**Present:** Comrades Jim Ferguson, Gordon Kerluke, June Smith, Sherri McInnis, Marty Keates, Tim Parsons, Dianne Higgins, Paul Larocque, Kim Levesque, Jim Grant, Barb Johns, Jean Beck, Lucie Goderre, Frank Stacey and Jeanine Mader.

**Excused:** Comrades Pam Smith, Marta Nuijten, Don Johns, Len MacPherson, Wayne Edwards, Valarie Cyr and Doc Hopper.

**Absent:** Comrades Blaine Kiley, Nicole Hebert, Mac Casselman, Andrew Proulx, Robert Elrick and Steve Sauve.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Jim Ferguson called the meeting to order at 7 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 15 of 29 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

No deviation.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the July meeting were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the Branch Web Site.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

### **6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

**7. PRESIDENT'S REPORT – Comrade James Ferguson**

No report.

**8. TREASURER/FINANCIAL OFFICER REPORTS**

**a. NEVADA – Comrade James Grant**

No report.

**b. FINANCIAL STATEMENTS – Comrade June Smith**

The income statement for the month of July shows bar and kitchen revenue of \$21,319 and expenses of \$9,665, resulting in a bar and kitchen net income of \$11,654. Kitchen/bar equipment maintenance included the flushing of all drain lines and grease traps for \$1,992. Hall rentals for the month of July were \$2,800, June golf tournament raised \$8,656, and other revenues totaled \$1,299. Expenses for the month were \$15,678 resulting in a surplus for the month of \$9,602.

For the two month period ending July 31st, bar and kitchen revenue was \$47,221 and bar expenses were \$21,405, resulting in a bar and kitchen net income of \$25,817. Hall rentals to date were \$8,389, branch events and other income total \$10,841. Total expenses excluding bar costs are \$33,300, resulting in a surplus to date of \$11,746.

Compared to the period ending July 2016, net income is \$4,227 lower. Total revenues are higher by \$2,565 but expenses are also higher by \$6,791. Bar and kitchen revenue and hall rentals are higher. Bar expenses are higher and building cleaning is lower.

As of the end of July the bank loan payable was \$259,278. Bank balances at the end of July were \$17,309 in the general account and \$9,994 in the savings account.

Statements attached at end of minutes.

Moved by Comrade June Smith and seconded by Comrade Jeanine Mader that the financial reports for July be accepted subject to audit.

**CARRIED**

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-at-ARMS – Comrade Christian Duhamel (Interim)**

We are looking for an additional Sgt-at-Arms as Comrade Christian Duhamel will not be available at all events this year. If anyone knows of someone, please contact the President. Comrades Jim Grant and Paul Larocque have volunteered to fill in as necessary.

**b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.



**c. POPPY CHAIR – Comrade Barb Johns**

1. Planning for the 2017 Campaign continues.
2. An e-mail poster was distributed to all members seeking new volunteers for key positions.
3. As a result of the e mail, I have been successful in recruiting five new key volunteers' store or route coordinators.
4. I have been meeting with the new coordinators to brief them on their roles. I will conclude the briefings before the end of August.
5. Supplies have been ordered and stored in the trailer.
6. I have started drafting a description of various tasks on the Poppy Campaign for Len MacPherson to assist in recruitment of additional volunteers and for future documentation.
7. One of the new coordinators for Super Store has expressed interest in learning the Poppy Chair responsibilities so I will be working with her over the next few months.
8. The insurance certificates have been received for all store locations.
9. Place D' Orleans has been contacted and is preparing the necessary contract.
10. A meeting has been scheduled for August 29, 2017 at the Legion for all coordinators to review procedures, confirm requirements, and hand out letters of introduction for the stores.
11. The grocery stores have been contacted and letters prepared for the Cadet tagging days.
12. The counting days have been determined and forwarded to branch manager to reserve the room.
13. Letters will be drafted this month to politicians to invite them to the opening at Walmart.

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**e. MEMORIAL WALK – Comrade Frank Stacey**

Six stones now have the date of death completed.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

There are four new cases for hearing and VIP and I am initiating one more.

Branch 632 will be hosting the District G Service Officer and Poppy Chair Seminars September 30 and October 1, 2017.

Comrade Frank Stacey will be checking into St Mary's Pharmacy on their generous offer to provide walkers, canes etc., for use by our veterans.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.



**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Frank Stacey that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

No report.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

No report.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

**a. MEMBERSHIP – Comrade Kim Levesque**

Members Initiated in July (0):

Applications for Membership (2):

Samuel Carnegie  
Harold McFetridge

Requests for Transfer (2):

Denis Careau  
Karyn Lynn Spence

New Membership Website Update:

An e-mail was sent to all members advising them that they should ensure their profile is up-to-date on the new Membership Website.

The new plastic cards are expected to arrive the week of August 14th and I will prepare another message advising members of the process. Instructions will also be prepared for the bartenders on their role; however, I expect that for this year it will remain the same as previous years.

**b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

Currently, two-hundred and eighty-four (284) names have been submitted for the Volunteer Appreciation plaque for FY 2016-17. To put this in perspective, there are three-hundred and twenty-four (324) names listed on the 2013-14 list. The 11 X 17' inch sheet has already been formatted for printing but I would like to wait another week to give anyone who has not submitted names a chance to

send in additional names. Do not worry if you believe the names would be duplicates. The final cutoff date for adding names to the Volunteer Appreciation Award sheet is August 15, 2017.

At our last Executive Committee meeting I mentioned to members present that in order to avoid having to request names for the 2017-18 Volunteer Appreciation Award sheet next year that the names of volunteers working throughout 2017-18 be forwarded to me at RCL632Volunteers@rogers.com. No emails have been received to date.

As the Volunteer Appreciation list is almost complete, my attention will now be to come up with a template for volunteer positions. This will be sent out to all of you before the next Executive Committee meeting.

**c. HOSPITAL VISITING – Comrade Dianne Higgins**

Please note that I can be contacted by telephone at 613-424-0193.

Hospital Visits: No visits requested.

Assistance in absence of Veterans and Aging Officer who was on Vacation: 2 reports

July 22, 2017 – At the request of the family, I visited Fernand & Lucille Potvin at Symphony Senior Living. They were pleased to have us there for a short visit. Mr. Potvin sends greetings to our Comrades at the Orleans 632 Legion.

July 22, 2017 – I attended the funeral services for Comrade Oscar Legere who passed away on 10 July 2017. A small ceremonial wreath laying ceremony was led by the Vanier Sgt-at-Arms, Comrade John MacMillan. Comrades Vern Veinot, Betty Ringrose and I assisted. Members of the immediate family also participated in the ceremony. The Legion was thanked by various members of the family for the recognition of service by Comrade Legere.

**d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

I visited Julien Olson at Perley Apartments on a matter. Plans are well underway for an Information Session at Bruyere Village, on August 24th at 14:00. This session was requested by the Bruyere Village Contact Person earlier this year. Comrades Jacque Levesque, Vern Veinot and Doc Hopper have volunteered to attend.

The visit to the Branch by the Perley Vets on Saturday, September 23rd, 14:00 to 16:00 is also proceeding according to plan with entertainment to be provided by our Thursday afternoon musical group. The Ladies Auxiliary have willingly agreed to assist.

Suggestions for upcoming annual Christmas gift for the Veterans, spouses, widows/widowers are welcome.

**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

The exploration of potential activities to fulfill the Legion's objective of providing support to seniors, aside from that included in the Veterans programs, continues. All Zone 5 Branch web sites have been reviewed and leaders of the Branch 632 Seniors Club have been interviewed. No immediately obvious opportunities for us were discovered so far.

An outline review paper, "Discussion Notes" is being used to assist in the research and planning. Suggestions are requested.

Moved by Comrade Gordon Kerluke and seconded by Comrade Jeanine Mader that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

A bar stock check was carried out on 26 July 2017. A report will be forthcoming by end of this week.

**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Army Cadets – No report.

Air Cadets – No report.

**d. INVENTORY – Comrade Paul Larocque**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

Paperwork has been started for all upcoming dates for the schools and the branch web site.

Moved by Comrade Jim Ferguson and seconded by Comrade Jeanine Mader that the reports under the 2nd Vice President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

No report.

**a. BANNER – Comrade Marta Nuijten**

Our next Banner will be published September 15th and Comrade Marty Keates (who will be away in September) and I would greatly appreciate all written and photographic materials by August 15th to allow time to format and layout for publishing on the website and in print.

Organizers of events are reminded that they should be documenting events and forwarding articles/photos for the Banner. We also need volunteers to solicit new advertising for the Banner.

**b. BREAKFAST CLUB**

Saturday Breakfast will now be turned over to Peter but we will still have the cadets to serve and we will still need at least 3 volunteers to sell tickets and oversee the cadets.  
This should start right after Thanksgiving and end at Easter.

**c. KITCHEN – Comrade Pam Smith**

No report.

**d. LA LIASON – Comrade Andrew Proulx**

No report.

**e. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

**f. SPECIAL EVENTS AND– Comrade Mac Casselman**

No report.

**g. ENTERTAINMENT – Comrade Tim Parsons**

Lauren Hall will be the entertainment Friday 11 Aug 2017. Jim and I were approached by a couple who were bringing about 30/40 people to supper to celebrate a birthday. They wanted to know if there was any music. I told them the Legion did not pay for music through the summer. They have hired Lauren Hall themselves and are paying for it out of their own pockets. No cost to us! Wanted to keep everyone up to date. The name of the couple paying for the Entertainment is Richard and Claire Chatelaine.

Timings for Friday night entertainment were discussed and agreed by all in attendance to be 6:30pm to 10:30pm.

Fall Entertainment Schedule:

Sept 1	Nostalgia
Sept 8	First Choice
Sept 15	Shades Of Grey
Sept 22	Country Reflections
Sept 29	Ron Prescott
Oct 6	The Classics
Oct 13	First Choice
Oct 20	Nostalgia
Oct 27	Simon Clarke
Nov 3	The Classics
Nov 10	
Nov 11	Nostalgia
Nov 17	Shades of Grey
Nov 24	First Choice
Dec 1	Lauren Hall
Dec 8	Ron Prescott

Dec 15	Nostalgia
Dec 22	Ron Prescott
Dec 29	TBA
Dec 31	TBA (Mac's assignment)

**h. SPORTS – Comrade Steve Sauve**

No report.

Moved by Comrade Jim Ferguson and seconded by Comrade Paul Larocque that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

**14. GENERAL AND NEW BUSINESS**

No new business.

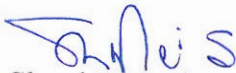
**15. ADJOURNMENT:**

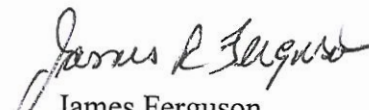
Moved by Comrade Jim Ferguson and seconded by Comrade Jeanine Mader that the meeting be adjourned.

**CARRIED**

**16. CLOSING CEREMONY**

The meeting was adjourned with the closing ceremony at 7:40 PM.

  
Sherri McInnis  
Secretary

  
James Ferguson  
President



**Voting Elected Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	P
2	1st Vice/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Liaison – <b>Don Johns</b>	EX
4	3rd Vice/Kitchen – <b>Pam Smith</b>	EX
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b></i>	P
8	Constitution and By-Law – <b>Blaine Kiley</b>	A
9	Entertainment – <b>Tim Parsons</b>	P
10	Hospital Visiting – <b>Dianne Higgins</b>	P
11	Inventory - <b>Paul Larocque</b>	P
12	Membership and Volunteers - <b>Kim Levesque</b>	P
13	Nevada - <b>Jim Grant</b>	P
14	Poppy Chair – <b>Barb Johns</b>	P
15	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P
16	Special Events– <b>Mac Casselman</b>	A
17	Volunteer Coordinator - <b>Len MacPherson</b>	EX
18	Youth Education – <b>Jeanine Mader</b>	P

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	EX
3	Branch Manager – <b>Nicole Hebert</b>	A
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	EX
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	A
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	<i>Service Officer – <b>Doc Hopper</b></i>	EX
10	Sgt-at-arms – <b>TBD</b>	
11	Sports – <b>Steve Sauve</b>	A

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	July 2017	July 2016	YTD July 2017	YTD July 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	19,043.96	17,568.45	42,702.19	42,746.91
Snack Sales	1,127.82	740.85	2,456.31	1,983.05
Kitchen Income	1,110.63	200.00	1,969.93	400.00
Coffee	36.45	39.00	93.45	102.48
<b>Total Bar &amp; Kitchen Revenue</b>	<b>21,318.86</b>	<b>18,548.30</b>	<b>47,221.88</b>	<b>45,232.44</b>
<b>RENTAL INCOME</b>				
Hall Rentals	2,800.00	1,625.00	6,566.37	4,686.86
Hall Rentals - Bartender Recovery	870.00	345.00	1,822.50	877.50
<b>Total Hall Revenue</b>	<b>3,670.00</b>	<b>1,970.00</b>	<b>8,388.87</b>	<b>5,564.36</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	24.00	94.00	80.00	112.00
Branch Snooker Table	22.00	38.00	30.00	162.00
<b>Total Vending Revenue</b>	<b>46.00</b>	<b>132.00</b>	<b>110.00</b>	<b>274.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	8,656.55	9,463.07	8,656.55	9,463.07
Canada Day	-0.20	0.00	-0.20	0.00
<b>Total Branch Events Income</b>	<b>8,656.35</b>	<b>9,463.07</b>	<b>8,656.35</b>	<b>9,463.07</b>
<b>MEMBERSHIPS</b>				
Membership Dues	246.00	174.00	562.00	399.00
<b>Net Memberships</b>	<b>246.00</b>	<b>174.00</b>	<b>562.00</b>	<b>399.00</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	0.00	0.00	216.00
Sale Legion Articles	33.41	280.92	73.41	280.92
Cost of Sales - Leg Art	-29.56	0.00	-29.56	0.00
Net Sales	3.85	280.92	43.85	280.92
ATM Revenue	82.50	82.50	183.00	202.50
Fundraising Events	0.00	251.21	0.00	689.28
Facilities Usage Fee Income	456.30	127.00	659.30	359.00
Misc. Revenue	449.06	331.35	572.56	331.35
Donations	15.50	635.50	54.00	875.11
<b>Total Other Revenue</b>	<b>1,007.21</b>	<b>1,708.48</b>	<b>1,512.71</b>	<b>2,954.16</b>
<b>TOTAL REVENUE</b>	<b>34,944.42</b>	<b>31,995.85</b>	<b>66,451.81</b>	<b>63,887.03</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	7,225.59	7,284.97	18,367.13	16,538.43
Snack Purchases	7.90	319.69	330.24	591.67
Inventory Use	0.00	-920.92	0.00	-920.92
Bar & Kitchen Supplies	349.36	69.75	416.35	106.76
Kitchen/Bar Equipment Maintenance	2,081.81	0.00	2,291.18	192.75
<b>Total Bar Expenses</b>	<b>9,664.66</b>	<b>6,753.49</b>	<b>21,404.90</b>	<b>16,508.69</b>
<b>UTILITIES</b>				
Hydro	2,699.10	3,365.06	5,311.13	713.80
Gas & Heat	295.26	164.95	947.36	8.89
Telephone	379.19	358.73	987.07	443.42
Water	366.61	677.19	710.31	451.46
Television Network	78.98	76.80	157.96	76.80
<b>Total Utilities</b>	<b>3,819.14</b>	<b>4,642.73</b>	<b>8,113.83</b>	<b>1,694.37</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				

Wages	6,673.69	6,363.01	14,170.82	13,164.88
EI Expense	150.59	164.64	320.32	341.08
CPP Expense	236.63	206.84	509.83	423.88
WSIB Expense	52.15	49.41	110.90	102.36
<b>Total Wages</b>	<b>7,113.06</b>	<b>6,783.90</b>	<b>15,111.87</b>	<b>14,032.20</b>
<b>OFFICE EXPENSES</b>				
Office Expenses	22.00	114.42	191.94	-143.06
Printing	0.00	165.00	197.50	219.35
Postage	0.00	0.00	0.00	16.15
Equipment Lease	0.00	0.00	0.00	71.13
<b>Total Office Expenses</b>	<b>22.00</b>	<b>279.42</b>	<b>389.44</b>	<b>163.57</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	231.75	301.00	1,008.50	1,139.05
Cleaning Supplies	989.66	0.00	989.66	82.00
Waste Removal	213.24	201.44	472.06	201.44
Ground Maintenance	1,135.00	1,135.00	2,185.00	2,185.00
Security Services	99.58	0.00	99.58	318.38
Building Cleaning	0.00	2,640.56	0.00	5,266.12
Hall Setup	-300.00	-75.00	-850.00	175.00
Insurance	802.69	768.67	1,605.38	1,537.34
<b>Total Building Expenses</b>	<b>3,171.92</b>	<b>4,971.67</b>	<b>5,510.18</b>	<b>10,904.33</b>
<b>OTHER EXPENSES</b>				
Bank Charges	370.62	247.30	757.79	643.78
Interest Expense	0.00	0.00	0.00	182.34
Loan Interest	1,131.29	1,217.82	2,292.29	2,484.51
Professional Fees	50.00	0.00	50.00	0.00
Entertainment Expenses	0.00	400.00	1,075.00	1,300.00
<b>Total Other Expenses</b>	<b>1,551.91</b>	<b>1,865.12</b>	<b>4,175.08</b>	<b>4,610.63</b>
<b>TOTAL EXPENSE</b>	<b>25,342.69</b>	<b>25,296.33</b>	<b>54,705.30</b>	<b>47,913.79</b>
<b>NET INCOME</b>	<b>9,601.73</b>	<b>6,699.52</b>	<b>11,746.51</b>	<b>15,973.24</b>



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Web Page: [www.rcl632.ca](http://www.rcl632.ca)



## **EXECUTIVE MEETING**

**12<sup>th</sup> September 2017**

**Present:** Comrades Gordon Kerluke, Don Johns, Pam Smith, June Smith, Sherri McInnis, Dianne Higgins, Kim Levesque, Jim Grant, Frank Stacey, Len MacPherson, Nicole Hebert, Jean Beck, Robert Elrick and Lucie Goderre.

**Excused:** Comrades Jim Ferguson, Marta Nuijten, Paul Larocque, Jeanine Mader, Marty Keates, Doc Hopper and Tim Parsons.

**Absent:** Comrades Blaine Kiley, Barb Johns, Mac Casselman, Wayne Edwards, Valerie Cyr, Andrew Proulx and Steve Sauve.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Gordon Kerluke called the meeting to order at 7:02 PM.

### **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 14 of 28 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

### **3. DEVIATION**

No deviation.

### **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the August meeting were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the Branch Web Site.

### **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

### **6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

## **7. PRESIDENT'S REPORT – Comrade Gordon Kerluke (Acting on behalf of Comrade Jim Ferguson)**

As most of you are aware, our President is undergoing further medical testing and the results of that testing will determine if and when he can resume his position. While, he is absent and as the 1st Vice President I am assuming his duties and will attempt to perform those duties to the best of my ability in an "Acting" capacity.

Regular contact is being maintained with Jim and best wishes have been extended to him from all of you.

I attended the Zone "G 5" Convention meeting held at the Bells Corners Legion on September 10th and appropriate reports were presented and filed. One Zone item that needs follow up is the completion of the financial statements and review of the books. Once that is done, we will need to make arrangements for an inspection. This item is currently being acted upon.

With the Poppy Campaign at Walmart, the responsibilities I am being called upon to assume in my capacity as acting President, including those of the Veterans & Aging portfolio and my health, regrettably I cannot take on additional duties and that includes the planning and implementation of the Remembrance Day Ceremony.

I foresee good things for the Branch and feel these will be achieved through a team effort. We have a strong executive, a conscientious, hard working Manager and staff that are dependable and reliable. It is my honor and privilege to work with each of you.

That is my report as your Acting President

## **8. TREASURER/FINANCIAL OFFICER REPORTS**

### **a. NEVADA – Comrade James Grant**

Royal Canadian Legion BR 632 – Orleans - Nevada Fund

Ref: Nevada License Number M776661

This report on the Nevada BOTs will cover the period from 28 May 2017 to 30 Aug 2017

Total sales	\$ 962.00
Total Redeemed	<u>\$ 333.00</u>
Total Profit	<b>\$ 629.00</b>
Balance in Nevada Trust Account as of 30 Aug 2017	\$ 983.00
Bank Balance 30 Aug 2017	<u>\$ 1,354.07</u>
Total Funds on hand:	<b>\$ 2,337.07</b>

### **b. FINANCIAL STATEMENTS – Comrade June Smith**

The income statement for the month of August shows bar and kitchen revenue of \$17,953 and expenses of \$3,845, for a bar and kitchen net income of \$11,108. Hall rentals for the month of August were



\$3,632; other revenues totaled \$1,258. Other operating expenses for the month were \$17,343 resulting in a surplus for the month of \$1,655.

For the three months ending August 31st, bar and kitchen revenue was \$65,175 and bar expenses were \$25,278, resulting in a bar and kitchen net income of \$39,897. Hall rentals to date were \$12,021; branch events and other income totaled \$12,098. Total expenses excluding bar costs were \$50,823, resulting in a surplus to date of \$13,193.

Compared to this time last year, net income is \$7,491 lower. Total revenues are lower by \$10,364. Drink sales are lower by 10,881, hall rentals are higher by \$2,027, and last year the summer barbecues raised \$1,190.

As of the end of August, the bank loan payable was \$257,283.

I would like to make a motion to accept the financial reports for August as presented, subject to review.

Statements are attached at the end of minutes.

Moved by Comrade June Smith and seconded by Comrade Frank Stacey that the financial reports for August be accepted subject to audit.

### **CARRIED**

## **9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

### **a. SERGEANT-at-ARMS – Comrade Christian Duhamel (Interim)**

We are looking for an additional Sgt-at-Arms as Comrade Christian Duhamel will not be available at all events this year. If anyone knows of someone, please contact the President. Comrades Jim Grant and Paul Larocque have volunteered to fill in as necessary. This situation is critical with the upcoming Remembrance Day approaching.

### **b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

### **c. POPPY CHAIR – Comrade Barb Johns**

1. Planning for the 2017 Campaign continues.
2. All new coordinators have been briefed on their roles.
3. Letters will be drafted this month to politicians to invite them to the opening at Walmart. Three out of six have confirmed.
4. A request has been sent to the press requesting their attendance.
5. I have started drafting a description of various tasks on the Poppy Campaign for Len MacPherson to assist in recruitment of additional volunteers and for future documentation.
6. One of the new co-coordinators for Super Store has expressed interest in learning the Poppy Chair responsibilities so I will be working with her over the next few months.
7. The contract with Place D' Orleans has been signed.

8. A meeting was held on August 29, 2017 at the Legion for all coordinators to review procedures, confirm requirements, and hand out letters of introduction for the stores and insurance certificates for the stores.
  9. The grocery stores have been contacted and letters prepared for the Cadet tagging days.
  10. A recruitment poster has been forwarded to the secretary for distribution to all members reminding members of their pledge to assist in the Poppy Campaign and to increase participation.
  11. A letter was prepared to be sent to the high school to solicit student volunteers to assist on the campaign.
  12. The Sign-up schedules for the major locations will be posted upstairs in the Legion as soon as possible, starting Sept 15 for some locations.
- Barb Johns  
Poppy Chair 2017

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**e. MEMORIAL WALK – Comrade Frank Stacey**

Discussion took place regarding the price increase of the stones and their engraving. We are now charged \$113.00/stone to purchase and engrave the name of the individual and their birth date when purchasing the stones and then another \$113.00/stone to have the date of death added when they pass. We only charge \$200.00/stone to the member so this means that this endeavor no longer makes money for the branch but costs the branch. It was discussed that stones in the future would only be purchased once someone has passed away so that their name, birth date and date of death would be done all at once therefore costing only the one change of \$113.00/stone. That being said if an individual wanted to still purchase the stone and have the date of death added later they would have to pay the original \$200.00/stone and the final fee of \$113.00 for the engraving after they have passed up front when they purchase.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

***Doc Hopper:***

I attended a Mental Health First Aider Course on 7 & 8 September at Ontario Command Service Bureau (Kanata) and am now a “certified” provider (unpaid of course). This was an excellent, informative session. I am pursuing one new case requiring mobility assistance.

I have a new case of the adult children of a deceased Second World War Vet requesting assistance. They have no personal military connection. Neither VAC nor Legion can formally (or financially) assist but remain in contact.

I have two cases of people being provided service by “providers” and referred to the Legion by their “provider” after the fact (one hearing, one psychiatric).

This is another reminder that we do not pre-pay or reimburse the individuals. I have moved them forward, but one is a “no-go”. One (hearing) is under review for reimbursement but it will take months to be approved. People are better to start with us before getting a bill from a service provider.

I started a new case yesterday for a back injury for a serving RCMP member. I seem to be getting a lot of RCMP cases lately. I am assisting one more (RCMP) with VAC claim forms.

Branch 632 will be hosting the District G Service Officer and Poppy Chair Seminars September 30 and October 1, 2017.

***Frank Stacey:***

There is now a Dental program for Veterans currently living on the streets and additional housing is scheduled to be built for approximately 40 homeless veterans.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Frank Stacey and seconded by Comrade Len MacPherson that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

No report.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

No report.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

**a. MEMBERSHIP – Comrade Kim Levesque**

***Members Initiated in August (1):***

Sylvain Hudon

***Applications for Membership (2):***

Serge Ostiguy

Joel Charles

***Requests for Transfer (2):***

Loreen Snelgrove

Roderick MacKay

### **2018 Membership Cards:**

An e-mail was sent to all members advising that the 2018 cards have arrived and what their options are for renewal. I have received a few e-mails and telephone calls mostly related to those who joined after the July 19th deadline.

For the most part, the procedures remain unchanged; however, instructions were prepared and given to the bartenders to ensure a smooth transition.

### **b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

The Volunteer Appreciation Award List has been completed and printed. An electronic master copy, in Word format, has been sent to the Secretary and may be used as a template for next FY. A total of 238 names have been recorded. Before proceeding any further, a decision needs to be made as to whether we obtain a new frame and start a new row or whether we remove the oldest list and replace it with this newest list and then rearrange the frames. If the decision is to create a new row, the frame can be made available in about 3 weeks at no cost to the branch.

After a great deal of discussion it was suggested that we only display what the current row of frames can accommodate. The oldest list will be removed from the wall and placed in a scrapbook/ledger to be kept for all time and will be available so all members to access the content.

After revisiting the idea of having each Portfolio Chairperson complete a formal form for each activity where volunteers are required, I've concluded that filling out forms and volunteerism don't necessarily go hand in hand. In the future, all that will be required is an email briefly identifying the activity, the number of volunteers required and a brief statement of physical and transportation requirements.

### **c. HOSPITAL VISITING – Comrade Dianne Higgins**

There were two hospital visits. The first was to Comrade Cindy Muir on August 3<sup>1st</sup> and the other to Comrade Ron Elliot on September 6th.

Our President is facing a few medical issues but after undergoing a battery of medical tests and with appropriate medication there are signs of improvement. Best wishes are extended by Comrade Gordon Kerluke to Comrade Jim on behalf of the Branch. Contact is being maintained by Gordon with Ann on Royal Galipeau's condition. Ann has expressed her appreciation for the Legion keeping in touch.

A first draft of the Terms of Reference (TOR) for Hospital Visiting has been prepared and this is in the process of being circulated to senior members of the Executive for comments and approval. Once approved, the TOR will be placed in the appropriate manuals.

### **d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

Overall comments from the Residents who attended the Bruyere Village Information Session on August 24th were very favorable. Good enthusiasm was shown. Thanks are in order to Comrades Jacques Levesque and Doc Hopper for their help and support.

Perley Vets look forward to meeting their old friends at the Branch on Saturday, September 23rd, 14:00 to 16:00. Branch members are invited to come out to welcome the Perley Vets. LA members are anxious to make their customary contribution to the visit.

For purposes of the Christmas gifts for the Veterans, spouses, widows/widowers at the 13 Retirement Facilities, we are looking at Beamer Flashlights and in addition high end Canadian Flag pins for a combined value of \$15 plus HST for each gift. The cost of blankets last year was \$13 plus HST each.

**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

Using the Branch Seniors Chairman Report for Zone 5 as a guide, a description of activities for Seniors within the Branch boundary that are Branch sponsored has been prepared. Also, information has been compiled on what transportation is available for seniors as well as a list of community programs within the Branch boundary.

A list of the discussion points that are to be brought forward at the next Zone Council meeting include: Inter-Branch coordination (research, planning, sharing experience, joint program options, etc.); Relevance of National, Provincial and Zone objectives applied at Branch level; Cooperation with other community services clubs (Lions, Rotary) and promoting them among our members; and overhauling (update content and fix “broken links”) the Zone 5 Website list of links to relevant organizations.

Other areas of the portfolio are in the process of being researched.

Moved by Comrade Diane Higgins and seconded by Comrade Kim Levesque that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Army Cadets – No report.

Air Cadets – No report.

**d. INVENTORY – Comrade Paul Larocque**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

No report.



### **13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

#### **a. BANNER – Comrade Marta Nuijten**

Our next Banner will be published December 15<sup>th</sup> and Comrade Marty Keates and I would greatly appreciate all written and photographic materials by November 15th to allow time to format and layout for publishing on the website and in print.

Organizers of events are reminded that they should be documenting events and forwarding articles/photos for the Banner. We also need volunteers to solicit new advertising for the Banner.

#### **b. BREAKFAST CLUB**

Saturday Breakfast will now be turned over to Peter but we will still have the cadets to serve and we will still need at least 3 volunteers to sell tickets and oversee the cadets.

This should start right after Thanksgiving and end at Easter, pending discussion with Peter Loan.

#### **c. KITCHEN – Comrade Pam Smith**

No report.

#### **d. LA LIASON – Comrade Andrew Proulx**

No report.

#### **e. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

#### **f. SPECIAL EVENTS – Comrade Mac Casselman**

From now on, the poster for the music will go up one week ahead so there will be two posters up at the same time. I checked with the people that support all my parties, so for this NEW YEARS they want music and lots of it non-stop. The only way to go is with a DJ that is affordable so I booked one - PETER C. He knows what the people like. To get music for these events you have to book a year ahead.

#### **g. ENTERTAINMENT – Comrade Tim Parsons**

Fall Entertainment Schedule:

Sept 15	Shades Of Grey
Sept 22	Country Reflections
Sept 29	Ron Prescott
Oct 6	The Classics
Oct 13	First Choice
Oct 20	Nostalgia
Oct 27	Simon Clarke

Nov 3	The Classics
Nov 10	Lauren Hall
Nov 11	Nostalgia
Nov 17	Shades of Grey
Nov 24	First Choice
Dec 1	Lauren Hall
Dec 8	Ron Prescott
Dec 15	Nostalgia
Dec 22	Ron Prescott
Dec 29	TBA
Dec 31	TBA (Mac's assignment)

#### **h. SPORTS – Comrade Steve Sauve**

##### ***Current/Past Events***

Horseshoes: Horseshoes is coming to an end; however, we can thank them for their donation to purchase a new ice maker for the upstairs bar.

##### **Sports Leagues:**

All leagues have started; Monday Night Men's Darts, Wednesday Cribbage, Wednesday Mixed Darts, and Thursday Mixed Darts. All leagues could use spares so if you are interested, show up one night and put your name down!

##### **Legion Sports Events:**

Our legion had a very successful Dart season last year, allowing Orleans Branch to Host 3 dart tournaments this coming year:

Zone Darts - January 13, 2018

Senior Darts – January 27, 2018 and

Mixed Darts – March 31, 2018.

Moved by Comrade Pam Smith and seconded by Comrade Jim Grant that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

#### **14. GENERAL AND NEW BUSINESS**

Discussion – We have received a donation of a \$12,000.00 Acorn Chair Lift. This will be brought up at the general meeting as there doesn't appear that we have anyone in need of a chair lift at present. They would have to cover the cost of installation and possibly reimbursement for expenses incurred by the individual that has made the donation.

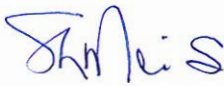
#### **15. ADJOURNMENT:**

Moved by Comrade Kim Levesque and seconded by Comrade Frank Stacey that the meeting be adjourned.

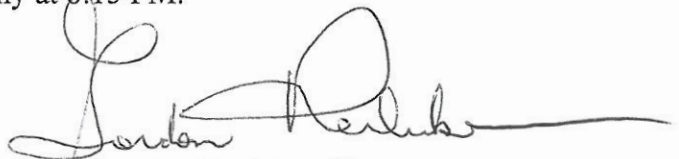
**CARRIED**

## 16. CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 8:15 PM.



Sherri McInnis  
Secretary



Gordon Kerluke/1<sup>ST</sup> Vice  
Acting on behalf of the President

**Voting Elected Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	EX
2	1st Vice/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Liaison – <b>Don Johns</b>	P
4	3rd Vice/Kitchen – <b>Pam Smith</b>	P
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	P
7	<i>Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b></i>	EX
8	Constitution and By-Law – <b>Blaine Kiley</b>	A
9	Entertainment – <b>Tim Parsons</b>	EX
10	Hospital Visiting – <b>Dianne Higgins</b>	P
11	Inventory - <b>Paul Larocque</b>	EX
12	Membership and Volunteers - <b>Kim Levesque</b>	P
13	Nevada - <b>Jim Grant</b>	P
14	Poppy Chair – <b>Barb Johns</b>	A
15	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P
16	Special Events– <b>Mac Casselman</b>	A
17	Volunteer Coordinator - <b>Len MacPherson</b>	P
18	Youth Education – <b>Jeanine Mader</b>	EX

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	A
3	Branch Manager – <b>Nicole Hebert</b>	P
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	A
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	P
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	<i>Service Officer – <b>Doc Hopper</b></i>	EX
10	Sgt-at-arms – <b>TBD</b>	
11	Sports – <b>Steve Sauve</b>	A

# ROYAL CANADIAN LEGION ORLEANS

Balance Sheet As at 31/08/2017

## ASSET

### CURRENT ASSETS

Cash On Hand	9,644.14	
Scotia Bank General	23,640.06	
Scotia Bank Allocated	4,998.33	
Scotia Bank Savings	9,993.67	
Change Floats	1,682.00	
Cash: Total		49,958.20
GST/HST Paid And Recoverable	6,355.84	
Inventory Bar	15,268.32	
Op Inv Legion Articles	520.25	
Prepaid Expenses	269.48	
<b>TOTAL CURRENT ASSETS</b>		<b>72,372.09</b>

### Fixed Assets

Land		75,075.00
Building	1,744,180.48	
Acc Depreciation on Building	-1,142,450.40	
Net Building		601,730.08
Adjacent Lot		107,001.50
Bar & Kitchen Equipment	16,784.11	
Acc Dep Bar & Kitchen Equi	-9,695.46	
Net Bar & Kitchen Equipmen		7,088.65
Furniture & Fixtures	10,892.83	
Acc Dep - Furn. & Fixtures	-4,647.32	
Net Furniture & Fixtures		6,245.51
Computer Equipment	1,450.00	
Acc.Dep-Computer Equipment	-1,097.50	
Net Computer Equipment		352.50
<b>Total Fixed Assets</b>		<b>797,493.24</b>

**TOTAL ASSET** 869,865.33

## LIABILITY

### CURRENT LIABILITIES

Memorial Walk	31.13
Payable To Nevada Fund	884.20
Other Payable	338.05
RCAF Dinner	2,209.68
GST/HST Payable	10,224.73
Command -Capital Tax Payable	1,862.59
Unearned Hall Rentals	6,132.38
Vacation Payable - Payroll	5,442.41
Vacation Payble - adjusted	-3,650.01
EI Payable	281.30
CPP Payable	474.84
Income Tax Payable	1,254.53
Receiver General Payable	2,010.67
WSIB Payable	114.03
Accrued Expenses	5,964.15
<b>TOTAL CURRENT LIABILITIES</b>	<b>31,564.01</b>

### LONG TERM LIABILITIES

Loan Payable	257,283.56
<b>Total LongTerm Liabilities</b>	<b>257,283.56</b>

### Deferred Contributions

Deferred contribution capital asset	71,126.16
<b>Total Deferred Contributions</b>	<b>71,126.16</b>

**TOTAL LIABILITY** 359,973.73

## EQUITY

### EARNINGS

Retained Earnings	496,697.91
Current Earnings	13,193.56
<b>TOTAL EARNINGS</b>	<b>509,891.47</b>

**TOTAL EQUITY** 509,891.47

**LIABILITIES AND EQUITY** 869,865.20



# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	August 2017	August 2016	YTD August 2017	YTD August 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	16,070.11	23,371.17	58,772.30	69,653.37
Snack Sales	1,044.50	1,314.31	3,500.81	3,297.36
Kitchen Income	801.78	200.00	2,771.71	600.00
Coffee	36.30	27.55	129.75	130.03
<b>Total Bar &amp; Kitchen Revenue</b>	<b>17,952.69</b>	<b>24,913.03</b>	<b>65,174.57</b>	<b>73,680.76</b>
<b>RENTAL INCOME</b>				
Hall Rentals	2,750.00	2,300.00	9,316.37	8,486.86
Hall Rentals - Bartender Recovery	882.50	630.00	2,705.00	1,507.50
<b>Total Hall Revenue</b>	<b>3,632.50</b>	<b>2,930.00</b>	<b>12,021.37</b>	<b>9,994.36</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	222.00	112.00	302.00	224.00
Branch Snooker Table	254.00	70.00	284.00	232.00
<b>Total Vending Revenue</b>	<b>476.00</b>	<b>182.00</b>	<b>586.00</b>	<b>456.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	0.00	-200.00	8,656.55	9,263.07
Canada Day	0.00	0.00	-0.20	0.00
<b>Total Branch Events Income</b>	<b>0.00</b>	<b>-200.00</b>	<b>8,656.35</b>	<b>9,263.07</b>
<b>MEMBERSHIPS</b>				
Membership Dues	246.00	316.00	808.00	715.00
<b>Net Memberships</b>	<b>246.00</b>	<b>316.00</b>	<b>808.00</b>	<b>715.00</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	216.00	0.00	432.00
Sale Legion Articles	0.00	17.00	73.41	297.92
Cost of Sales - Leg Art	0.00	-23.00	-29.56	-23.00
Net Sales	0.00	-6.00	43.85	274.92
ATM Revenue	87.00	103.50	270.00	306.00
Fundraising Events	0.00	501.07	0.00	1,190.35
Facilities Usage Fee Income	318.00	1,013.00	977.30	1,372.00
Misc. Revenue	10.00	0.00	582.56	331.35
Donations	120.50	767.70	174.50	1,642.81
<b>Total Other Revenue</b>	<b>535.50</b>	<b>2,595.27</b>	<b>2,048.21</b>	<b>5,549.43</b>
<b>TOTAL REVENUE</b>	<b>22,842.69</b>	<b>30,736.30</b>	<b>89,294.50</b>	<b>99,658.62</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	6,147.38	9,101.90	24,514.51	25,640.33
Snack Purchases	278.91	371.58	609.15	963.25
Inventory Use	-2,730.83	0.00	-2,730.83	-920.92
Bar & Kitchen Supplies	149.72	52.03	593.91	158.79
Kitchen/Bar Equipment Maintenance	0.00	0.00	2,291.18	192.75
<b>Total Bar Expenses</b>	<b>3,845.18</b>	<b>9,525.51</b>	<b>25,277.92</b>	<b>26,034.20</b>
<b>UTILITIES</b>				
Hydro	3,479.11	3,270.47	8,790.24	3,984.27
Gas & Heat	510.14	810.11	1,457.50	819.00
Telephone	379.19	570.42	1,366.26	1,013.84
Water	355.17	0.00	1,065.48	451.46
Television Network	78.98	78.98	236.94	155.78
<b>Total Utilities</b>	<b>4,802.59</b>	<b>4,729.98</b>	<b>12,916.42</b>	<b>6,424.35</b>

**WAGES & EMPLOYEE BENEFITS**

Wages	7,227.81	6,073.28	21,398.63	19,238.16
EI Expense	164.09	161.26	484.41	502.34
CPP Expense	237.42	204.54	747.25	628.42
WSIB Expense	56.82	48.40	167.72	150.76
<b>Total Wages</b>	<b>7,686.14</b>	<b>6,487.48</b>	<b>22,798.01</b>	<b>20,519.68</b>

**OFFICE EXPENSES**

Office Expenses	1,110.97	1,021.23	1,302.91	878.17
Printing	0.00	0.00	197.50	219.35
Postage	11.95	0.00	11.95	16.15
Equipment Lease	216.39	843.34	396.39	914.47
<b>Total Office Expenses</b>	<b>1,339.31</b>	<b>1,864.57</b>	<b>1,908.75</b>	<b>2,028.14</b>

**BUILDING EXPENSES**

Building Maintenance & Repairs	459.44	54.85	1,467.94	1,193.90
Cleaning Supplies	6.00	1,268.73	995.66	1,350.73
Waste Removal	213.24	201.44	685.30	402.88
Ground Maintenance	1,050.00	1,050.00	3,235.00	3,235.00
Security Services	99.58	140.00	199.16	458.38
Building Cleaning	0.00	2,650.56	0.00	7,916.68
Hall Setup	-497.75	75.00	-1,347.75	250.00
Insurance	799.25	987.05	2,404.63	2,524.39
Furniture & Equipment Maint	0.00	159.43	0.00	159.43
<b>Total Building Expenses</b>	<b>2,129.76</b>	<b>6,587.06</b>	<b>7,639.94</b>	<b>17,491.39</b>

**OTHER EXPENSES**

Bank Charges	186.47	323.24	944.26	967.02
Interest Expense	0.00	293.63	0.00	475.97
Loan Interest	1,198.35	1,249.08	3,490.64	3,733.59
Professional Fees	0.00	0.00	50.00	0.00
Entertainment Expenses	0.00	0.00	1,075.00	1,300.00
<b>Total Other Expenses</b>	<b>1,384.82</b>	<b>1,865.95</b>	<b>5,559.90</b>	<b>6,476.58</b>

**TOTAL EXPENSE**

21,187.80	31,060.55	76,100.94	78,974.34
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**NET INCOME**

1,654.89	-324.25	13,193.56	20,684.28
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The Royal Canadian Legion  
Branch 632 (Orleans)  
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E-mail [rcl632@bellnet.ca](mailto:rcl632@bellnet.ca)  
Web Page: [www.rcl632.ca](http://www.rcl632.ca)



## **EXECUTIVE MEETING**

**10<sup>th</sup> October 2017**

**Present:** Comrades Gordon Kerluke, June Smith, Don Johns, Pam Smith, Marty Keates, Nicole Hebert, Tim Parsons, Diane Higgins, Paul Larocque, Kim Levesque, Jim Grant, Jean Beck, Lucie Goderre, Jeanine Mader, Blaine Kiley, Len MacPherson, Doc Hopper, Mac Casselman,

**Excused:** Comrades Jim Ferguson, Barb Johns, Valerie Cyr, Marta Nuijten and Sherri McInnis

**Absent:** Comrade Steve Sauve, Wayne Edwards, Frank Stacey, Andrew Proulx and Robert Elrick

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

Comrade Gordon Kerluke called the meeting to order at 7:00 PM.

#### **Chairman:**

- a. The meeting will come to order*
- b. Comrades, please stand*
- c. Before we proceed to the consideration of the business that has brought us together, let us pause to think reverently of those of our comrades who by sea, by land and in the air, laid down their lives for their Sovereign and their country. Their sacrifice will ever inspire us to labour on, to the end that those who survive and need our aid may be assured of our assistance, and that the country in which we live, and for which they died may ever be worthy of the sacrifice they made.*
- d. During The Silence, we will remember our fallen comrades and those who have passed on since we last gathered together. (The names of the persons are to be spoken)*
- e. The Silence (Moment of Silence)*

*f. The Act of Remembrance*

**Chairman:**

*They shall grow not old, as we that are left grow old;  
Age shall not weary them, nor the years condemn.  
At the going down of the sun and in the morning  
We will remember them.*

**Members:**      *We will remember them.*

**Chairman:**      *Please be seated, I now declare the meeting open.*

**2. ROLL CALL**

Comrade Nicole Hebert called the roll. 14 of 17 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

**3. DEVIATION**

No deviation.

**4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Nicole Hebert**

The minutes of the September meeting were sent out to the executive and all corrections and/or amendments as identified have been completed by Comrade Sherri McInnis. They are now in the Correspondence Binder and have been posted on the Branch Web Site.

**5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

**6. CORRESPONDENCE– Comrade Nicole Hebert**

All items received have been copied and placed in the Correspondence Binder and stored on the off-site thumb drive.

**7. ACTING PRESIDENT’S REPORT – Comrade Gordon Kerluke**

As most of you are aware, our President is absent due to medical problems and currently there is no indication when he might be able to resume his duties. Comrade Wyn Fournier has assumed responsibility for the planning, organization and implementation of Remembrance Day, with the help and support from the Executive and the membership as a whole. I have asked Comrade Fournier to provide us with a brief report of the current status of this major Branch event. A copy of the coordinators report is included at the end of this document.

## **8. TREASURER/FINANCIAL OFFICER REPORTS**

The income statement for the month of September shows bar and kitchen revenue of \$21,812 and expenses of \$8,021, for a bar and kitchen net income of \$13,791. Hall rentals for the month were \$3,454, membership \$4,438 and other revenues totalled \$3,783. Other operating expenses for the month were \$15,829, resulting in a surplus for the month of \$9,580.

For the four months ending September 30th, bar and kitchen revenue was \$86,987 and bar expenses were \$33,299, resulting in a bar and kitchen net income of \$53,688. Hall rentals to date were \$15,476, memberships \$5,206, branch events and other income totalled \$15,470. Total expenses excluding bar costs were \$66,733, resulting in a surplus to date of \$23,106.

Compared to this time last year, net income is \$1,770 lower. Total revenues are lower by \$8,585, mainly due to lower bar sales. Expenses are lower by \$6,815; the large contributor to this is no longer having a contract cleaner.

As of the end of September the bank loan payable was \$255,289. The unreconciled balance in the general fund is \$33,632.18.

### **a. NEVADA – Comrade James Grant**

10 Oct 2017  
Royal Canadian Legion BR 632 – Orleans  
Nevada Fund

Ref: Nevada Lic Nbr M776661

This report on the Nevada BOTs will cover the period from 1 Sep 2017 to 30 Sep 2017

Total sales	\$757.00
Total Redeemed	<u>\$461.00</u>
Total Profit	<b>\$296.00</b>

Balance in Nevada Trust Account as of 30 Sep 2017	\$ 983.00
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Bank Balance 30 Sep 2017	<u>\$2247.57</u>
Total Funds on hand:	<b>\$3230.57</b>

James R Grant/Nevada Chair

### **b. FINANCIAL STATEMENTS – Comrade June Smith**

Financial Statements are attached at the end of the minutes.

Moved by Comrade June Smith and seconded by Comrade Paul Larocque that the financial reports for September be accepted subject to audit.



**CARRIED**

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-at-ARMS – Comrade Christian Duhamel (Interim)**

Comrade Jim Grant is still looking for a few more people for the colour party for Remembrance Day. Based on the number of volunteers he currently has, he may have to adjust the size of colour party. If you or anyone you know would be interested, please contact Comrade Jim Grant.

**b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

**c. POPPY CHAIR – Comrade Barb Johns**

No report.

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

I attended the Service Officer/Poppy Seminar on September 30 & October 1st. I also assisted with the Registration on October 1st.

**e. MEMORIAL WALK – Comrade Frank Stacey**

No report.

**f. SERVICE OFFICER – Comrade Doc Hopper**

I attended the District Service Officer and Poppy Seminars on 30 September and 1 October, respectively. These were held at our Branch and were very well attended. The hard work of Comrades Patricia Royle, Sherri McInnis, Nicky Hebert and Chef Peter Loan (and his catering staff) were key to conducting a very effective seminar.

I have three new on-going cases:

One serving member (Back injury)

One WW2 widow (dental, mobility (scooter), disability claim)

One retired military (hearing loss, tinnitus).

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

Comrade Jeanine Mader provided information on behalf of the Ladies Auxiliary; the LA Harvest Tea will take place on October 15, 2017 from 1-3 p.m.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

As per the Branch By-Laws, the senior officers will consist of the President, Immediate Past President and 3 Vice Presidents. The offices of Secretary and Treasurer are elected positions.

All other positions on the Executive Committee of our Branch are appointed by the President. We can add to the amount of positions available, but we would need to update our By-Laws.

It is suggested that a Chairman be put in place to facilitate the executive meetings so that the President is able to participate in all discussions.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Gordon Kerluke and seconded by Comrade Pam Smith that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

I still have one medal and one Certificate of Appreciation to present. Anyone having unused Legion pins, i.e., Ordinary Member, Associate Member, Affiliate Member, 5-year pin, 10-year pin or any others, is asked to return them to the bartender on duty.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

No report.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

**a. MEMBERSHIP – Comrade Kim Levesque**

Members Initiated (9):

Mike Adams  
Robert Adams  
Samuel Carnegie  
Gordon Chestnut  
Kevin Lemire  
John Makichuk  
Harold McFetridge  
Serge Ostiguy  
Francis Trepannier

Applications for Membership (4):

Michael Blais  
Thomas Johnson  
Jacques Piché  
Kathryn Piché

Requests for Transfer (0):

Membership process is progressing well at the Branch level despite the new card.

**b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

No report.

**c. HOSPITAL VISITING – Comrade Dianne Higgins**

For the Hospital Visits portfolio Comrade Diane Higgins was happy to submit a Nil Report but just found out that Comrade Jim Ferguson is in hospital, will make arrangements for a visit.

**d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

Excellent feedback was received from the Perley Vets and their supervising staff on their recent visit. This is very popular with the Vets. Thanks are in order to the LA for providing an abundance of treats and support. Thanks are also in order to other members who helped including Comrades Gord Atkinson, Mark Laurin, Tim Parsons and Mike Collins for the entertainment as well as SOBEYS for the sandwiches.

Next event is the Over 79/80 Christmas Party for Branch Vets on Sunday, November 19th, 1400 to 1600 hours. Comrade Judy Rousson has once again agreed to assist with the telephone calling.

Scheduling of Christmas visits to the Veterans, spouses, widows/widowers at the 13 Orleans Retirement Facilities is underway. Annual Christmas gift has been ordered. Copies of the September issue of the Banner have been delivered to each of the contact persons and some of the Vets at the Residence.

**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

Research continues into potential support we could add to the very extensive services provided by all levels of government and other agencies.

Moved by Comrade Gordon Kerluke and seconded by Comrade Paul Larocque that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. BURSARY – Comrade Jean Beck**

I will be asking the secretary to broadcast information on our Bursary program to members. I believe this will be a more effective way of communicating this information than in the Banner.

I will also send the information to our local newspapers as I have done in past years.

**c. CADET LIAISON – Comrade Don Johns**

Army Cadets – No report.

Air Cadets – No report.

**d. INVENTORY – Comrade Paul Larocque**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

The deadline for the posters and literacy contest is November 24th, 2017. All entries must be handed in at the Legion by that date. Anything received after that date will be voided. Anyone wishing to help judge on November 25th 2017, please contact me as soon as possible. You can call me at 613-830-5966 or email at rcl632youtheducation@gmail.com. If I don't have enough judges to help, none of the entries will be judged and all entries will voided, so I really need those judges. It is only for a few hours. It helps if the judges are bilingual due to the fact that some essays and poems are written in French. So far, I only have one judge. But I can have some do the posters and others read the essays and poems. This way it will go so much faster. So another 5 judges would be great.

The awards ceremony will be held on January 21st, 2018 in the downstairs hall. It would be nice if all members of the executive would attend to show their support.

On November 10th, the Navan Grads hockey team would like to honor all military, veterans and their families to a special on that date. I will be meeting with Jonathan Perron-Clow who is the manager of operations for the Navan Grads. Special guests that I am hoping will attend area Councillor Bob Monette, MP Andrew Leslie, MPP Marie-France Lalonde and Councillor Stephen Blais. More info to come later after my meeting with Jonathan.

a. Moved by Comrade Don Johns and seconded by Comrade Paul Larocque that the reports under the 2nd Vice President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

**a. BANNER – Comrade Marta Nuijten**

Our next Banner will be published December 15<sup>th</sup> and Comrade Marty Keates and I would greatly appreciate all written and photographic materials by November 15th to allow time to format and layout for publishing on the website and in print. We are also looking for submission of some clean jokes for the Banner.

Organizers of events are reminded that they should be documenting events and forwarding articles/photos for the Banner. We also need volunteers to solicit new advertising for the Banner.

**b. BREAKFAST CLUB**

Breakfasts start on the 14<sup>th</sup> of October. Not many volunteers have come forward. We will be receiving 2 dollars per head and Chef Peter Loan will receive the remainder

**c. KITCHEN – Comrade Pam Smith**

The Branch Manager has reached out to Chef Peter Loan for outstanding funds dating back to August. We have just received our 200 dollars rent for the month of October. Outstanding is the 2 dollars per head from past events that we have yet to receive amounting to about 900.00. I will keep you updated.

**d. LA LIASON – Comrade Andrew Proulx**

No report.

**e. PUBLIC RELATIONS – Comrade Jean Beck**

Our Friday night entertainment is being sent into the local papers as usual (except for the week I was away).

I will contact the various media to invite them to cover our November 11 ceremonies, as well as asking the local newspapers to list our November 11 activities in their publications.

**f. SPECIAL EVENTS – Comrade Mac Casselman**

The Halloween Party will take place on Oct. 27, 2017. Tickets will be sold at the bar for a 5 dollar cover charge. I will also have two girls at the door for walk ins. Everyone pays 5 dollars. Simon Clarke will be providing the music and there will be cash prizes and gifts for the best dressed in costume.

On Nov. 11th we have Nostalgia entertaining from 1-5 p.m.

On Dec. 31, 2017 New Year's Eve, we have the Classics playing 8 pm to 12am. I will sit down with the manager this week to decide on the price of tickets for New Year's Eve.

**g. ENTERTAINMENT – Comrade Tim Parsons**

No report.

Fall Entertainment Schedule:

Sept 15	Shades Of Grey
Sept 22	Country Reflections
Sept 29	Ron Prescott
Oct 6	The Classics
Oct 13	First Choice
Oct 20	Nostalgia
Oct 27	Simon Clarke



Nov 3	The Classics
Nov 11	Nostalgia
Nov 17	Shades of Grey
Nov 24	First Choice
Dec 1	Lauren Hall
Dec 8	Ron Prescott
Dec 15	Nostalgia
Dec 22	Ron Prescott
Dec 31	The Classics

#### **h. SPORTS – Comrade Steve Sauve**

No report.

Moved by Comrade Pam Smith and seconded by Comrade Jim Grant that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

#### **14. GENERAL AND NEW BUSINESS**

Len MacPherson wanted to let everyone know that he had his fire and carbon alarms tested and if members would like they can have them tested for free. Let him know.

#### **15. ADJOURNMENT:**

Moved by Comrade Jeanine Mader and seconded by Comrade Paul Larocque that the meeting be adjourned.

**CARRIED**

#### **16. CLOSING CEREMONY**

##### **Chairman:**

***a. The meeting will stand at attention.***

***b. The business of this meeting being concluded let us, as we part, remember our duty to our Branch, our comrades, our country and our Sovereign. May we ever strive to promote unity and the spirit of comradeship, never forgetting the solemn obligations we have assumed as members of The Royal Canadian Legion and remembering them, may we ever pray.***

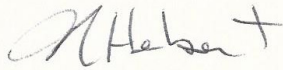
**Members:**

- c. *Lord God of Hosts,  
Be with us yet,  
Lest we forget,  
Lest we forget.*

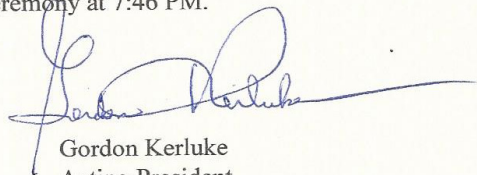
**Chairman:**

- d. *I now declare this meeting closed.*

The meeting was adjourned with the closing ceremony at 7:46 PM.



Nicole Hebert  
Acting Secretary



Gordon Kerluke  
Acting President



**Voting Elected Members:**

1	President /Kitchen – <b>Jim Ferguson</b>	EX
2	1st Vice/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Liaison – <b>Don Johns</b>	P
4	3rd Vice/Kitchen – <b>Pam Smith</b>	P
5	Treasurer – <b>June Smith</b>	P
6	Secretary – <b>Sherri McInnis</b>	EX
7	Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b>	P
8	Constitution and By-Law – <b>Blaine Kiley</b>	P
9	Entertainment – <b>Tim Parsons</b>	P
10	Hospital Visiting – <b>Dianne Higgins</b>	P
11	Inventory - <b>Paul Larocque</b>	P
12	Membership and Volunteers - <b>Kim Levesque</b>	P
13	Nevada - <b>Jim Grant</b>	P
14	Poppy Chair – <b>Barb Johns</b>	EX
15	Special Events– <b>Mac Casselman</b>	P
16	Volunteer Coordinator - <b>Len MacPherson</b>	P
17	Youth Education – <b>Jeanine Mader</b>	P

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	A
3	Branch Manager – <b>Nicole Hebert</b>	P
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	EX
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	A
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	Service Officer – <b>Doc Hopper</b>	P
10	Sgt-at-arms – <b>TBD</b>	
11	Sports – <b>Steve Sauve</b>	A
12	Service Officer/Memorial Walk - <b>Frank Stacey</b>	A

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	September 2017	September 2016	YTD September 2017	YTD September 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	19,929.96	19,765.59	78,702.26	89,418.96
Snack Sales	1,637.44	1,374.59	5,138.25	4,671.95
Corkage	0.00	180.00	0.00	180.00
Kitchen Income	200.00	548.67	2,971.71	1,148.67
Coffee	45.10	114.80	174.85	244.83
<b>Total Bar &amp; Kitchen Revenue</b>	<b>21,812.50</b>	<b>21,983.65</b>	<b>86,987.07</b>	<b>95,664.41</b>
<b>RENTAL INCOME</b>				
Hall Rentals	2,951.99	3,276.99	12,268.36	11,763.85
Hall Rentals - Bartender Recovery	502.50	435.00	3,207.50	1,942.50
<b>Total Hall Revenue</b>	<b>3,454.49</b>	<b>3,711.99</b>	<b>15,475.86</b>	<b>13,706.35</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	77.00	53.00	379.00	277.00
Branch Snooker Table	63.00	24.00	347.00	256.00
<b>Total Vending Revenue</b>	<b>140.00</b>	<b>77.00</b>	<b>726.00</b>	<b>533.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	400.00	200.00	9,056.55	9,463.07
Canada Day	0.00	0.00	-0.20	0.00
<b>Total Branch Events Income</b>	<b>400.00</b>	<b>200.00</b>	<b>9,056.35</b>	<b>9,463.07</b>
<b>MEMBERSHIPS</b>				
Membership Dues	4,379.76	3,908.00	5,205.76	4,623.00
<b>Net Memberships</b>	<b>4,379.76</b>	<b>3,908.00</b>	<b>5,205.76</b>	<b>4,623.00</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	0.00	0.00	432.00
Sale Legion Articles	290.01	0.00	363.42	297.92
Cost of Sales - Leg Art	-290.01	0.00	-319.57	-23.00
Net Sales	0.00	0.00	43.85	274.92
ATM Revenue	46.50	96.00	713.00	402.00
Fundraising Events	0.00	0.00	0.00	1,190.35
Facilities Usage Fee Income	3,131.00	1,376.00	4,108.30	2,748.00
Misc. Revenue	30.00	30.00	612.56	361.35
Donations	35.50	683.00	210.00	2,325.81
<b>Total Other Revenue</b>	<b>3,243.00</b>	<b>2,185.00</b>	<b>5,687.71</b>	<b>7,734.43</b>
<b>TOTAL REVENUE</b>	<b>33,429.75</b>	<b>32,065.64</b>	<b>123,138.75</b>	<b>131,724.26</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	7,529.99	7,882.31	32,044.50	33,522.64
Snack Purchases	398.89	577.25	1,008.04	1,540.50
Inventory Use	0.00	0.00	-2,730.83	-920.92
Bar & Kitchen Supplies	92.36	191.43	686.27	350.22
Kitchen/Bar Equipment Maintenance	0.00	89.81	2,291.18	282.56
<b>Total Bar Expenses</b>	<b>8,021.24</b>	<b>8,740.80</b>	<b>33,299.16</b>	<b>34,775.00</b>
<b>UTILITIES</b>				



Hydro	236.71	3,452.37	9,026.95	7,436.64
Gas & Heat	398.00	0.00	1,855.50	819.00
Telephone	379.19	142.00	1,745.45	1,155.84
Water	226.04	0.00	1,291.52	451.46
Television Network	78.98	78.98	315.92	234.76
<b>Total Utilities</b>	<b>1,318.92</b>	<b>3,673.35</b>	<b>14,235.34</b>	<b>10,097.70</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				
Wages	8,621.53	6,552.85	30,020.16	25,791.01
EI Expense	189.19	165.80	673.60	668.14
CPP Expense	287.66	210.35	1,034.91	838.77
WSIB Expense	65.48	49.78	233.20	200.54
<b>Total Wages</b>	<b>9,163.86</b>	<b>6,978.78</b>	<b>31,961.87</b>	<b>27,498.46</b>
<b>OFFICE EXPENSES</b>				
Office Expenses	201.29	102.73	1,504.20	980.90
Printing	118.50	0.00	316.00	219.35
Postage	0.00	0.00	11.95	16.15
Equipment Lease	0.00	180.00	396.39	1,094.47
<b>Total Office Expenses</b>	<b>319.79</b>	<b>282.73</b>	<b>2,228.54</b>	<b>2,310.87</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	339.52	149.47	1,807.46	1,343.37
Cleaning Supplies	6.00	103.00	1,001.66	1,453.73
Waste Removal	274.28	259.16	959.58	662.04
Ground Maintenance	1,050.00	1,050.00	4,285.00	4,285.00
Security Services	398.34	141.75	597.50	600.13
Building Cleaning	0.00	2,575.56	0.00	10,492.24
Hall Setup	-325.00	75.00	-1,672.75	325.00
Insurance	799.25	805.10	3,203.88	3,329.49
Furniture & Equipment Maint	0.00	0.00	0.00	159.43
Convention Expenses	117.56	0.00	117.56	0.00
<b>Total Building Expenses</b>	<b>2,659.95</b>	<b>5,159.04</b>	<b>10,299.89</b>	<b>22,650.43</b>
<b>OTHER EXPENSES</b>				
Bank Charges	0.00	373.79	1,025.79	1,340.81
Interest Expense	0.00	0.00	0.00	475.97
Loan Interest	1,216.09	1,240.27	4,706.73	4,973.86
Hall Rental Refund	0.00	100.00	0.00	100.00
Professional Fees	300.00	0.00	350.00	0.00
Entertainment Expenses	850.00	1,125.00	1,925.00	2,425.00
Sports Expenses	0.00	200.00	0.00	200.00
<b>Total Other Expenses</b>	<b>2,366.09</b>	<b>3,039.06</b>	<b>8,007.52</b>	<b>9,515.64</b>
<b>TOTAL EXPENSE</b>	<b>23,849.85</b>	<b>27,873.76</b>	<b>100,032.32</b>	<b>106,848.10</b>
<b>NET INCOME</b>	<b>9,579.90</b>	<b>4,191.88</b>	<b>23,106.43</b>	<b>24,876.16</b>

## Remembrance Day Coordinator Report

1. Meeting between the coordinator, A/Pres Gordon Kerluke, Br Mgr Nicky Hebert and 3<sup>rd</sup> Vice President Pam Smith took place on 2 Oct.
2. To date, the following has been accomplished:
  - a. RCMP Pipes and Drums have been booked to play a few songs in the afternoon as well as participate in the parade itself.
  - b. City of Ottawa event application has been completed and sent in with a site plan and insurance certificate.
  - c. Letter invites have been sent out for VIP wreath laying.
  - d. Padres have been contacted, with one confirmed at this time.
  - e. Parade Commander and Colour Party Commander have been identified.
  - f. Master of Ceremonies has been tentatively identified.
  - g. Reserves have been contacted to provide work party, sentries, and parade participants.
  - h. Cadets have been contacted to provide work party and parade participants.
  - i. Wreath organization & preparation.
  - j. Light lunch organization, and telephone calling of members. As well as cadet refreshments.
  - k. Sound system set up person.
  - l. Live entertainment is booked for 1300-1700 upstairs.
3. The following is currently in progress:
  - a. Request for use of parking areas in neighbouring businesses.
  - b. Request for City of Ottawa to use Park & Ride and to have shuttle buses from that location.
  - c. Request for Roger's Cable and local papers for TV coverage.
  - d. Selecting the Silver Cross Mother.

- e. Program production.
- f. Cumberland Choir engagement.
- g. Trumpeter for Last Post/Reveille.
- h. Reviewing Officer Selection
- i. Platoon Commander Selection
- j. Contact with the Knights of Columbus for parade participation.
- k. Flag attendant selection.



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## EXECUTIVE MEETING

14<sup>th</sup> November 2017

**Present:** Comrades Gordon Kerluke, Don Johns, Pam Smith, Sherri McInnis, Marty Keates, Blaine Kiley, Dianne Higgins, Paul Larocque, Kim Levesque, Mac Casselman, Jeanine Mader, Wayne Edwards, Nicole Hebert, Jean Beck, Robert Elrick, Lucie Goderre and Frank Stacey.

**Excused:** Comrades Marta Nuijten, James Grant, June Smith, Barb Johns, Raymond Plourde, Valerie Cyr, and Doc Hopper.

**Absent:** Comrades Len MacPherson, Andrew Proulx and Steve Sauve.

### 1. OPENING CEREMONIES AS PER LEGION RITUAL

Comrade Gordon Kerluke called the meeting to order at 7 PM.

#### Chairman:

- a. *The meeting will come to order*
- b. *Comrades, please stand*
- c. *Before we proceed to the consideration of the business that has brought us together, let us pause to think reverently of those of our comrades who by sea, by land and in the air, laid down their lives for their Sovereign and their country. Their sacrifice will ever inspire us to labour on, to the end that those who survive and need our aid may be assured of our assistance, and that the country in which we live, and for which they died may ever be worthy of the sacrifice they made.*
- d. *During The Silence, we will remember our fallen comrades and those who have passed on since we last gathered together. (The names of the persons are to be spoken)*
- e. *The Silence (Moment of Silence)*
- f. *The Act of Remembrance*

#### Chairman:

*They shall grow not old, as we that are left grow old;  
Age shall not weary them, nor the years condemn.  
At the going down of the sun and in the morning  
We will remember them.*

Members: *We will remember them.*

Chairman: *Please be seated, I now declare the meeting open.*

## **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 17 of 27 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

## **3. DEVIATION**

The Zone Commander Frank Stacey presented the Ontario Command Award for the Banner of Branch 632 to Comrades Marty Keates and Marta Nuijten (Editors).

## **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the October meeting were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence binder and have been posted on the Branch Web Site.

## **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

## **6. CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

## **7. ACTING PRESIDENT'S REPORT – Comrade Gordon Kerluke**

It is with great sadness that we have had to announce the passing of our President Jim Ferguson. Friends will be received at Beechwood Funeral, Cemetery and Cremation Services (280 Beechwood Avenue, Ottawa), on Thursday, November 16, 2017 from 5:00 p.m. to 7:00 p.m. The tribute will take place at Beechwood on Thursday, November 16th at 1830. Tribute participants are asked to arrive 30 minutes (18:00) ahead of the start of the tribute for a short briefing.

On Friday, November 17, 2017 from 9:00 a.m. until the time of the Service there will be visitation. Following this there will be a service in Beechwood's Sacred Space at 10:00 a.m. This will be followed by interment with Military Honors in The National Military Cemetery located at Beechwood Cemetery.

As you know, Comrade Wyn Fournier took on the difficult task of Remembrance Day Ceremony Coordinator and fulfilled the responsibilities of that position very well. This relieved me of many duties I would have had to assume in the President's absence. Others stepped up to the plate as well and as our President used to say, you know who you were. I have asked Comrade Fournier to provide us with a brief report on this major annual Branch event. Her report is attached at the end of the minutes.

## **8. TREASURER/FINANCIAL OFFICER REPORTS**

### **a. NEVADA – Comrade James Grant**

The statement for Nevada is attached at the end of the minutes.



**b. FINANCIAL STATEMENTS – Comrade June Smith**

**TREASURER’S REPORT FOR THE PERIOD ENDED OCTOBER 31, 2017**

The income statement for the month of October shows bar and kitchen revenue of \$22,358 and expenses of \$8,683, for a bar and kitchen net income of \$13,675. Hall rentals for the month were \$3,386, membership \$3,725 and other revenues totaled \$7,540. Other operating expenses for the month were \$20,192 resulting in a surplus for the month of \$8,135.

For the five months ending October 31st, bar and kitchen revenue was \$109,346 and bar expenses were \$41,955, resulting in a bar and kitchen net income of \$67,391. Hall rentals to date were \$18,862, memberships \$8,931, branch events and other income totaled \$23,126. Total expenses excluding bar costs were \$87,231, resulting in a surplus to date of \$31,080.

Compared to this time last year, net income is \$1,331 higher. Total revenues are lower by \$9,769, mainly due to lower bar sales. Expenses are also lower by \$11,099, the main reason for this is no longer having a contract cleaner.

As of the end of September the bank loan payable was \$253,295.

Statements are attached at the end of the minutes.

Moved by Comrade Sherri McInnis and seconded by Comrade Wayne Edwards that the financial reports for August be accepted subject to audit.

**CARRIED**

**9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

**a. SERGEANT-at-ARMS – Comrade Raymond Plourde**

Comrade Raymond Plourde has been acting as the interim Sgt-at-Arms when available. He participated in the Remembrance Day ceremony and will be overseeing the Tribute for Jim Ferguson.

**b. BRANCH MANAGER – Comrade Nicole Hebert**

Nothing to report.

**c. POPPY CHAIR – Comrade Barb Johns**

• Despite early concerns, the 2017 Poppy Campaign has been successful. This is due to the hard work, commitment and efficiency of the following store, route and school coordinators:

- Walmart – Gordon Kerluke
- Canadian Tire – Lorraine Pratt
- Superstore – Diane Higgins
- Costco and Blackburn Metro - Blaine Kiley
- Metro 10th Line – Bill Stinson
- Place D’ Orleans – Linda Comyn
- Retirement Homes – Marty Keates and George Williston



- Metro Convent Glen – Bev and Ernie Robichaud
- Schools - Dave Evans, Solange Wolfe and Frank Stacey
- Route Coordinators - Kim Levesque, Vern Veinot, Tim Parsons, Maureen Philippe, Don Lawlor, Sid Peckford, Deac Hendrican and Don Johns for cadets.
- A big thank you is due to all those who manned tables at the store locations – approximately 170 people, not all of whom are Legion members. Many of these dedicated workers did many shifts.
- In response to the repeated e-mails that I sent out, the response from new members was good.
- A special thank you to Nicky Hebert for her valuable assistance to the Poppy Chair during the campaign.
- Thank you to the Bar staff for their assistance with the distribution of wreaths.
- Despite a substantial reduction in the number of days at Costco, the Poppy Campaign raised over \$90,000.
- The Poppy Count worked very smoothly due to the hard work of the efficient volunteers, counting and rolling coins and with the assistance of Lucy Goderre and Ken Pearce verifying the count and depositing the funds.
- This year it was extremely busy with calls and e-mails from various groups requesting Poppies, such as a dentist, Holiday Inn Express, etc.
- From the start of the campaign until November 11, 2017, it is extremely hectic for the Poppy Chair as that individual must respond to frequent requirements for additional supplies, manage the Poppy Count, and handle all requests for wreaths and ribbons as well as organizing all the wreaths for Remembrance Day. It is recommended that a Remembrance Team under one of the Vice Presidents President be established and assume responsibility for preparing the official order for the laying of wreaths, coordinating the placement of wreaths at the cenotaph and collection of the wreaths at the end on November 11<sup>th</sup>.
- The biggest challenge to another successful campaign will again be the recruitment of both coordinators and volunteers for the stores.
- The possibility of manning a table for the distribution of Poppies at Sobey's could be investigated as the store management is very supportive of the Legion. However, an additional site will require recruitment of a new coordinator and more volunteers.
- In December, a meeting of the Poppy Trust Committee will be held to develop a budget based on the final revenue numbers. The budget will be presented at AGM in January.

Barbara Johns

Poppy Chair 2017, RCL 632

**d. POPPY TRUST FUND – Comrade Lucie Goderre**

The sum of \$90,000.00 has been deposited into the Poppy Trust account.

**e. MEMORIAL WALK – Comrade Frank Stacey**

Nothing to report.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

Comrade Doc Hopper:

One new case (appeal)

One ongoing (mobility aid (scooter) and emergency dental) – Poppy Fund (?)

Investigating potential source of no-cost mobility equipment loans.

The Service Officer will participate in visits to retirement homes in Nov/Dec with Vets & Aging.

Comrade Frank Stacey:

Three applications prepared for Veterans Affairs, 1 submitted and one will be done tomorrow.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

There is an upcoming Market Place this Sunday and the ladies will be helping out at the over 79/80 Christmas Luncheon.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

Nothing to report.

**i. TRAINING AND DEVELOPMENT – Comrade Blaine Kiley**

Nothing to report.

Moved by Comrade Gordon Kerluke and seconded by Comrade Dianne Higgins that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Marty Keates**

The first Sunday in May is to be scheduled for the Honours and Awards ceremony.  
The Legionnaire of the Year nomination forms will be available for the 1<sup>st</sup> week of February 2018.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

Nothing to report.

**11. CHAIRPERSONS REPORTS UNDER THE 1<sup>st</sup> VICE-PRESIDENT – Comrade Gordon Kerluke**

**a. MEMBERSHIP – Comrade Kim Levesque**

Members Initiated (0):

Applications for Membership (9):

April Arthrell-Poirel

Yvette Bellinger

Pierre Henri Brisebois

Mark Connolly

Maureen Dean

Kim Edwards

Gerald Ferris

Don Parsons

Robert Patchett

Requests for Transfer (3):  
Eugene Gosselin  
Karel Heemstrek  
Claude St. Louis

**b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

The new list of 2016-2017 volunteers has been posted in the stairway. Another request for members will be made to send in their lists of volunteers who assisted with Remembrance Day ceremony. The goal is to complete the list early in the FY in advance of and not during the event.

**c. HOSPITAL VISITING – Comrade Dianne Higgins**

Jim Ferguson was visited at the Heart Institute on 13 October 2017.

Marty Keates was reported to be in the Montfort Hospital 5<sup>th</sup> November 2017 for knee surgery. They found she had cardiac issues with her heart. These were dealt with satisfactorily.

I wish to extend my thanks to everyone who visited Jim and Marty in the hospital and provided assistance to their families.

**d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

The next event is the Over 79/80 Christmas Party for Branch Veterans on Sunday, November 19<sup>th</sup>, 1400 to 1600 hours. This is by invitation only. There has been a significant increase in the number of Vets interested in the event.

Christmas visits to the Veterans, spouses, widows/widowers at the 13 Orleans Retirement/Long-Term Care Facilities have been scheduled. Annual Christmas gifts have been purchased and will be distributed during the visits. The visits will be completed by the latter part of December. Comrade Doc Hopper will be participating as the Service Officer.

The Poppy Campaign at Walmart went very well. The Manager was helpful and very supportive. Thanks are in order to all the hard-working volunteers.

**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

Nothing to report.

Moved by Comrade Kim Levesque and seconded by Comrade Wayne Edwards that the reports under the 1<sup>st</sup> Vice President be accepted as presented.

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

Stock check will be done at the end of the month.



**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Both the Army Cadets and Air Cadets participated at the Branch for Remembrance Day helping out with moving equipment, handing out flyers, etc.

**d. INVENTORY – Comrade Paul Larocque**

Nothing to report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

5 personnel have volunteered to be Judges for the poster and poem contest. This will take place on the 25<sup>th</sup> Nov 2017.

Moved by Comrade Don Johns and seconded by Comrade Paul Levesque that the reports under the 2nd Vice President be accepted as presented.

**CARRIED**

**13. CHAIRPERSON REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Pam Smith**

Nothing to report.

**a. BANNER – Comrade Marta Nuijten**

Our next Banner will be published December 15th. Comrade Marty Keates and I would greatly appreciate all written and photographic materials by November 20th (to allow for Remembrance Day reports and pictures) to allow time to format and layout for publishing on the website and in print.

Organizers of events are reminded that they should be documenting events and forwarding articles/photos for the Banner. We also need volunteers to solicit new advertising for the banner.

Reports would also be appreciated from the Senior Executive.

**b. SATURDAY BREAKFAST**

- The Saturday breakfast has been up and running for a few weeks now. It had a rocky start but has since picked up averaging 70 people per week, which means 140 dollars a week for the Branch.
- Comrade Kim Leveque has graciously agreed to be the coordinator for the volunteers and we could use many more. If anyone knows someone that might be interested please pass their name along. Thanks so much Kim - it is truly appreciated.

**c. KITCHEN – Comrade Pam Smith**

The committee had discussions around options regarding the kitchen and resolving some issues that we have been experiencing.

Some great suggestions were brought up and we will be investigating and moving forward with a few of them.

**d. LA LIASON – Comrade Andrew Proulx**

No report.

**e. PUBLIC RELATIONS – Comrade Jean Beck**

No report.

**f. SPECIAL EVENTS – Comrade Mac Casselman**

Special thanks to all for a successful Halloween. The attendance was fantastic with new and existing members. I want to take a minute to thank everyone for being festive and putting together really great costumes. A big thank you goes to the judges - it was a very close call and I believe they did an exceptional job at recognizing the most creative. Thank you.

I want to especially thank Comrade Jacques for helping out, and my daughter Leanne for helping out at the ticket table and with organizing the prizes.

We had the pleasure of our local Fire Chief, and fantastic music throughout the evening.

In future we will be taking the names of the winners to give a special shout out. Great Costumes all round!!

For the New Year's Party this year will have booked The Classics as the entertainment.

**g. ENTERTAINMENT – Comrade TBD**

Fall Entertainment Schedule:

Nov 17	Debby McCann
Nov 24	First Choice
Dec 1	Lauren Hall
Dec 8	Ron Prescott
Dec 15	Nostalgia
Dec 22	Ron Prescott

**h. SPORTS – Comrade Steve Sauve**

Nothing to report.

Moved by Comrade Pam Smith and seconded by Comrade Jeanine Mader that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

#### 14. GENERAL AND NEW BUSINESS

A motion was brought forward by Comrade Pam Smith and seconded by Comrade Blaine Kiley for a certificate of appreciation be given to Montana's Restaurant for holding a fund raiser for Branch 632 on 13<sup>th</sup> Nov 2017.

**CARRIED**

#### 15. ADJOURNMENT:

Moved by Comrade Gordon Kerluke and seconded by Comrade Wayne Edwards that the meeting be adjourned.

**CARRIED**

#### 16. CLOSING CEREMONY

**Chairman:**

- a. *The meeting will stand at attention.*
- b. *The business of this meeting being concluded let us, as we part, remember our duty to our Branch, our comrades, our country and our Sovereign. May we ever strive to promote unity and the spirit of comradeship, never forgetting the solemn obligations we have assumed as members of The Royal Canadian Legion and remembering them, may we ever pray.*

**Members:**

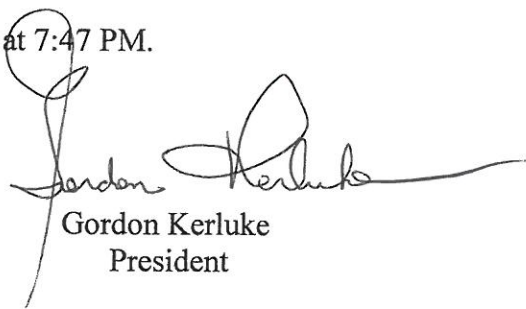
- c. *Lord God of Hosts,  
Be with us yet,  
Lest we forget,  
Lest we forget.*

**Chairman:**

- d. *I now declare this meeting closed.*

The meeting was adjourned with the closing ceremony at 7:47 PM.

Sherri McInnis  
Secretary



Gordon Kerluke  
President



**Voting Elected Members:**

1	Acting President – <b>Gordon Kerluke/TBD</b>	
2	1st Vice/Veterans and Aging – <b>Gordon Kerluke</b>	P
3	2nd Vice/Cadets Liaison – <b>Don Johns</b>	P
4	3rd Vice/Kitchen – <b>Pam Smith</b>	P
5	Treasurer – <b>June Smith</b>	EX
6	Secretary – <b>Sherri McInnis</b>	P
7	Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b>	P
8	Constitution and By-Law – <b>Blaine Kiley</b>	P
9	Entertainment – <b>TBD</b>	
10	Hospital Visiting – <b>Dianne Higgins</b>	P
11	Inventory - <b>Paul Larocque</b>	P
12	Membership - <b>Kim Levesque</b>	P
13	Nevada - <b>Jim Grant</b>	EX
14	Poppy Chair – <b>Barb Johns</b>	EX
15	Special Events– <b>Mac Casselman</b>	P
16	Volunteer Coordinator - <b>Len MacPherson</b>	A
17	Youth Education – <b>Jeanine Mader</b>	P

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	P
3	Branch Manager – <b>Nicole Hebert</b>	P
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	A
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	P
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	Service Officer – <b>Doc Hopper</b>	EX
10	Sgt-at-Arms – <b>Raymond Plourde</b>	EX
11	Sports – <b>Steve Sauve</b>	A
12	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P

## NEVADA STATEMENTS:

### Revised October Statement


10 Oct 2017  
Royal Canadian Legion BR 632 – Orleans  
Nevada Fund

Ref: Nevada Lic Nbr M776661

This report on the Nevada BOTs will cover the period from 01 Sep 2017 to 30 Sep 2017

Total sales	\$757.00
Total Redeemed	<u>\$461.00</u>
Total Profit	<b>\$296.00</b>

Balance in Nevada Trust Account as of 30 Sep 2017	\$ 280.20
Bank Balance 30 Sep 2017	<u>\$2247.57</u>
Total Funds on hand:	<b>\$2527.77</b>

  
James R Grant/Nevada Chair

### November Statement

14 Nov 2017  
Royal Canadian Legion BR 632 – Orleans  
Nevada Fund

Ref: Nevada Lic Nbr M776661

This report on the Nevada BOTs will cover the period from 01 Oct 2017 to 31 Oct 2017

Total sales	\$421.00
Total Redeemed	<u>\$294.00</u>
Total Profit	<b>\$127.00</b>

Balance in Nevada Trust Account as of 30 Sep 2017	\$ 407.20
Bank Balance 3 Sep 2017	<u>\$ 1241.07</u>
One Outstanding Cheque NBr 000289	- \$1000.00
Total Funds on hand:	<b>\$ 648.27</b>

  
James R Grant/Nevada Chair

# ROYAL CANADIAN LEGION ORLEANS

Balance Sheet As at 31/10/2017

## ASSET

### CURRENT ASSETS

Cash On Hand	12,481.97	
Scotia Bank General	25,002.39	
Scotia Bank Allocated	14,319.18	
Scotia Bank Savings	12,993.67	
Change Floats	1,682.00	
Cash: Total		66,479.21
GST/HST Paid And Recoverable	4,186.11	
Inventory Bar	16,768.05	
Op Inv Legion Articles	520.25	
Prepaid Expenses	1,471.46	
<b>TOTAL CURRENT ASSETS</b>		<b>89,425.08</b>

### Fixed Assets

Land		75,075.00
Building	1,744,180.48	
Acc Depreciation on Building	-1,142,450.40	
Net Building		601,730.08
Adjacent Lot		107,001.50
Bar & Kitchen Equipment	16,784.11	
Acc Dep Bar & Kitchen Equi	-9,695.46	
Net Bar & Kitchen Equipmen		7,088.65
Furniture & Fixtures	10,892.83	
Acc Dep - Furn. & Fixtures	-4,647.32	
Net Furniture & Fixtures		6,245.51
Computer Equipment	1,450.00	
Acc.Dep-Computer Equipment	-1,097.50	
Net Computer Equipment		352.50
<b>Total Fixed Assets</b>		<b>797,493.24</b>

**TOTAL ASSET** 886,918.32

## LIABILITY

### CURRENT LIABILITIES

President's Draw	226.00
Memorial Walk	31.13
Payable To Nevada Fund	407.20
Other Payable	375.55
Club 200	3,240.00
Cribbage Payable	2,065.00
Mens Darts Payable	1,334.00
Mix Darts Payable	3,140.00
RCAF Dinner	2,059.68
GST/HST Payable	6,618.88
Command -Capital Tax Payable	5,787.79
Unearned Hall Rentals	2,298.90
Vacation Payable - Payroll	6,139.02
Vacation Payble - adjusted	-3,650.01
EI Payable	357.07
CPP Payable	636.58
Income Tax Payable	1,377.13
Receiver General Payable	2,370.78
WSIB Payable	71.1
Accrued Expenses	2,204.44
<b>TOTAL CURRENT LIABILITIES</b>	<b>34,719.46</b>

### LONG TERM LIABILITIES

Loan Payable	253,294.68
<b>Total LongTerm Liabilities</b>	<b>253,294.68</b>

### Deferred Contributions

Deferred contribution capital asset	71,126.16
<b>Total Deferred Contributions</b>	<b>71,126.16</b>

**TOTAL LIABILITY** 359,140.30

## EQUITY

### EARNINGS

Retained Earnings	496,697.91
Current Earnings	31,079.98
<b>TOTAL EARNINGS</b>	<b>527,777.89</b>

**TOTAL EQUITY** 527,777.89

**LIABILITIES AND EQUITY** 886,918.19

# ROYAL CANADIAN LEGION ORLEANS

## Comparative Income Statement

	October 2017	October 2016	YTD October 2017	YTD October 2016
<b>REVENUE</b>				
<b>BAR &amp; KITCHEN REVENUE</b>				
Beer/Liq Sales	20,485.07	24,632.07	99,187.33	114,051.03
Snack Sales	1,614.27	1,624.33	6,752.52	6,296.28
Corkage	0.00	0.00	0.00	180.00
Kitchen Income	200.00	578.76	3,171.71	1,727.43
Coffee	59.25	105.60	234.10	350.43
<b>Total Bar &amp; Kitchen Revenue</b>	<b>22,358.59</b>	<b>26,940.76</b>	<b>109,345.66</b>	<b>122,605.17</b>
<b>RENTAL INCOME</b>				
Hall Rentals	3,078.98	3,153.98	15,347.34	14,917.83
Hall Rentals - Bartender Recovery	307.50	390.00	3,515.00	2,332.50
<b>Total Hall Revenue</b>	<b>3,386.48</b>	<b>3,543.98</b>	<b>18,862.34</b>	<b>17,250.33</b>
<b>VENDING REVENUE</b>				
Branch Pool Table	146.00	182.00	525.00	459.00
Branch Snooker Table	54.00	64.00	401.00	320.00
<b>Total Vending Revenue</b>	<b>200.00</b>	<b>246.00</b>	<b>926.00</b>	<b>779.00</b>
<b>BRANCH EVENTS INCOME</b>				
June Annual Golf Tournament	0.00	0.00	9,056.55	9,463.07
Canada Day	0.00	0.00	-0.20	0.00
Veteran's Dinner	1,350.00	0.00	1,350.00	0.00
<b>Total Branch Events Income</b>	<b>1,350.00</b>	<b>0.00</b>	<b>10,406.35</b>	<b>9,463.07</b>
<b>MEMBERSHIPS</b>				
Membership Dues	3,725.39	3,340.00	8,931.15	7,963.00
<b>Net Memberships</b>	<b>3,725.39</b>	<b>3,340.00</b>	<b>8,931.15</b>	<b>7,963.00</b>
<b>OTHER REVENUE</b>				
Banner Advertising	0.00	0.00	0.00	432.00
Banner Revenue	10.00	0.00	10.00	0.00
Sale Legion Articles	0.00	6.00	363.42	303.92
Cost of Sales - Leg Art	0.00	0.00	-319.57	-23.00
Net Sales	0.00	6.00	43.85	280.92
ATM Revenue	123.00	136.50	888.50	538.50
Fundraising Events	0.00	651.32	0.00	1,841.67
Saturday Breakfast Revenue	272.00	0.00	272.00	0.00
Conventions	2,834.00	1,097.80	2,834.00	1,097.80
Facilities Usage Fee Income	2,074.00	2,027.00	6,246.30	4,775.00
Misc. Revenue	50.00	114.68	662.56	476.03
Donations	627.00	206.25	837.00	2,532.06
<b>Total Other Revenue</b>	<b>5,990.00</b>	<b>4,239.55</b>	<b>11,794.21</b>	<b>11,973.98</b>
<b>TOTAL REVENUE</b>	<b>37,010.46</b>	<b>38,310.29</b>	<b>160,265.71</b>	<b>170,034.55</b>
<b>EXPENSE</b>				
<b>BAR EXPENSES</b>				
Beer/Liq Purchases	9,550.76	11,302.15	41,595.26	44,824.79
Snack Purchases	335.41	564.92	1,343.45	2,105.42
Inventory Use	-1,499.73	0.00	-4,230.56	-920.92
Bar & Kitchen Supplies	191.32	3.16	849.75	353.38
Kitchen/Bar Equipment Maintenance	105.75	82.76	2,396.93	365.32
<b>Total Bar Expenses</b>	<b>8,683.51</b>	<b>11,952.99</b>	<b>41,954.83</b>	<b>46,727.99</b>
<b>UTILITIES</b>				
Hydro	1,846.40	3,083.18	10,873.35	10,519.82
Gas & Heat	582.48	485.60	2,437.98	1,304.60

Telephone	379.19	570.42	2,124.64	1,726.26
Water	309.57	598.20	1,601.09	1,049.66
Television Network	78.98	78.98	394.90	313.74
<b>Total Utilities</b>	<b>3,196.62</b>	<b>4,816.38</b>	<b>17,431.96</b>	<b>14,914.08</b>
<b>WAGES &amp; EMPLOYEE BENEFITS</b>				
Wages	9,396.55	6,853.11	39,416.71	32,644.12
EI Expense	208.29	174.84	881.89	842.98
CPP Expense	318.29	210.81	1,353.20	1,049.58
WSIB Expense	72.10	52.49	305.30	253.03
<b>Total Wages</b>	<b>9,995.23</b>	<b>7,291.25</b>	<b>41,957.10</b>	<b>34,789.71</b>
<b>OFFICE EXPENSES</b>				
Office Expenses	145.50	227.33	1,677.54	1,208.23
Printing	0.00	173.00	316.00	392.35
Postage	90.40	0.00	102.35	16.15
Equipment Lease	0.00	0.00	396.39	1,094.47
<b>Total Office Expenses</b>	<b>235.90</b>	<b>400.33</b>	<b>2,492.28</b>	<b>2,711.20</b>
<b>BUILDING EXPENSES</b>				
Building Maintenance & Repairs	462.92	470.93	2,270.38	1,814.30
Cleaning Supplies	623.75	444.00	1,625.41	1,897.73
Waste Removal	213.24	201.44	1,172.82	863.48
Ground Maintenance	1,100.00	1,050.00	5,385.00	5,335.00
Security Services	0.00	0.00	597.50	600.13
Building Cleaning	80.00	2,600.56	80.00	13,092.80
Hall Setup	-475.00	150.00	-2,147.75	475.00
Insurance	799.25	768.71	4,003.13	4,098.20
Furniture & Equipment Maint	0.00	0.00	0.00	159.43
Convention Expenses	1,352.00	0.00	1,469.56	0.00
<b>Total Building Expenses</b>	<b>4,156.16</b>	<b>5,685.64</b>	<b>14,456.05</b>	<b>28,336.07</b>
<b>OTHER EXPENSES</b>				
Bank Charges	364.10	385.41	1,667.64	1,726.22
Interest Expense	0.00	0.00	0.00	475.97
Loan Interest	1,194.14	1,191.97	5,900.87	6,165.83
Legion Articles	0.00	588.25	0.00	588.25
Hall Rental Refund	0.00	0.00	0.00	100.00
Professional Fees	0.00	0.00	350.00	0.00
Entertainment Expenses	1,050.00	1,125.00	2,975.00	3,550.00
Sports Expenses	0.00	0.00	0.00	200.00
<b>Total Other Expenses</b>	<b>2,608.24</b>	<b>3,290.63</b>	<b>10,893.51</b>	<b>12,806.27</b>
<b>TOTAL EXPENSE</b>	<b>28,875.66</b>	<b>33,437.22</b>	<b>129,185.73</b>	<b>140,285.32</b>
<b>NET INCOME</b>	<b>8,134.80</b>	<b>4,873.07</b>	<b>31,079.98</b>	<b>29,749.23</b>



## Remembrance Day Coordinator Report

1. Remembrance Day Ceremony took place 11 Nov 2017.
2. The following is the report on the ceremony:
  - a. There was a very good turnout with decent weather for standing outside.
  - b. City of Ottawa Police Services ensured no vehicles came through, and OC Transpo worked well.
  - c. Wreath laying went smoothly and a bit faster using the new system.
  - d. Reserves and Cadets did a fantastic job and are to be commended.
  - e. The Ladies Auxiliary did a fantastic job organizing the food downstairs and keeping it replenished. A very big Thank You to all who helped with that. There was also a group of ladies upstairs keeping the food tables stocked and collecting garbage both downstairs and upstairs. They included Pam Smith, June Smith, Maureen Philippe, Janice McMullin, Nicole Hebert, Mandy Bradimore, Manon Pilotte and Sherri McInnis.
  - f. Live entertainment was enjoyed by all.
3. The following are items that were noticed that could be improved on for next year:

Identification of the persons at the Legion filling the key roles for the planning of the ceremony should happen by early September. These persons will make up the Remembrance Day Committee under guidance of the President and with the assistance of the Branch Manager, and should include:

  - a. Ceremony Coordinator
  - b. Master of Ceremonies
  - c. Parade Commander
  - d. Sgt-at-Arms
  - e. Padre Coordinator
  - f. Rogers Commentator
  - g. Wreath Coordinator
  - h. Volunteer Coordinator
  - i. Parking Coordinator
4. A final coordinating meeting of all persons participating in key ceremony positions (President, Branch Manager, Master of Ceremonies, Parade Commander, Sgt-at-Arms, Padres, Choir Director, RCMP Band representative, Reserves representative, Cadet representatives, Rogers Commentator, Wreath Coordinator, Volunteer Coordinator, Parking Coordinator) should be held at least 1 week in advance to ensure everyone is aware of the schedule timings. The 2 minutes of silence occurred earlier than it should have due to a few timing issues which would be alleviated with this coordination meeting.
5. A 15-20 minute rehearsal for the cadets assisting with the wreath laying should take place sometime during the week prior to the ceremony. This could be done on their parade night to increase the likelihood of their attendance. While the wreath laying went very well, it must be kept in mind that we are asking children to play a key role in that part of the ceremony and practice will make them more comfortable in their role.
6. Flags at the cenotaph should be tested a minimum of 2 weeks in advance of the ceremony to ensure that the mechanism is working properly.
7. The Reviewing Officer should be identified early on in the planning process.





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## EXECUTIVE MEETING

12<sup>th</sup> December 2017

**Present:** Comrades Gordon Kerluke, Don Johns, Pam Smith, Sherri McInnis, Dianne Higgins, Paul Larocque, Mac Casselman, Len MacPherson, Jean Beck, Robert Elrick, Lucie Goderre, Frank Stacey and Blaine Kiley.

**Excused:** Comrades Marty Keates, Kim Levesque, Jim Grant, Jeanine Mader, Doc Hopper, Barb Johns and Marta Nuijten.

**Absent:** Comrades June Smith, Steve Sauve, Wayne Edwards, Nicole Hebert, Valerie Cyr, Andrew Proulx and Raymond Plourde.

### 1. OPENING CEREMONIES AS PER LEGION RITUAL

Comrade Gordon Kerluke called the meeting to order at 7:00 PM.

#### Chairman:

- a. *The meeting will come to order*
- b. *Comrades, please stand*
- c. *Before we proceed to the consideration of the business that has brought us together, let us pause to think reverently of those of our comrades who by sea, by land and in the air, laid down their lives for their Sovereign and their country. Their sacrifice will ever inspire us to labour on, to the end that those who survive and need our aid may be assured of our assistance, and that the country in which we live, and for which they died may ever be worthy of the sacrifice they made.*
- d. *During The Silence, we will remember our fallen comrades and those who have passed on since we last gathered together. (The names of the persons are to be spoken)*
- e. *The Silence (Moment of Silence)*
- f. *The Act of Remembrance*

#### Chairman:

*They shall grow not old, as we that are left grow old;  
Age shall not weary them, nor the years condemn.  
At the going down of the sun and in the morning  
We will remember them.*

Members: *We will remember them.*

Chairman:     *Please be seated, I now declare the meeting open.*

## **2.     ROLL CALL**

Comrade Sherri McInnis called the roll. 13 of 17 Branch Officers and elected Standing Committee Members were present. This **DID** constitute a quorum.

## **3.     DEVIATION**

No deviation.

## **4.     MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the November meeting were sent out to the executive and all corrections and/or amendments as identified have been completed. They are now in the Correspondence Binder and have been posted on the Branch Web Site.

## **5.     BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

## **6.     CORRESPONDENCE– Comrade Sherri McInnis**

All items received have been copied and placed in the correspondence binder and stored on the off-site thumb drive.

## **7.     PRESIDENT’S REPORT – Comrade Gordon Kerluke**

For purposes of completing the current fiscal year which ends May 31<sup>st</sup>, a realignment of the Senior Executive was done in accordance with the provisions of the Orleans Branch By-Laws with Branch Regulations. Although nominations and elections will follow their normal course in the New Year, now is the time to start thinking about stepping up to the Executive positions to help shape the future of the Orleans Branch. We do not want a repeat of last year where the election was suspended because there were no nominations accepted for President.

As you have probably noted, in accordance with the new organization chart resulting from the realignment, currently there is a vacancy for a 3<sup>rd</sup> Vice President and members of the Executive invite Branch members, particularly those not on any of the Committees to consider this vacant position. Any new appointments will become effective upon the approval of the Branch at our General Meeting in January.

To address declining Legion membership, the Membership Committee of Dominion Command recently commissioned an outside research firm to conduct a survey of members who had not renewed their membership. Results of the survey showed that one of the major reasons for non-renewal was that non-renewing members found the Branch experience unhospitable. Seven key guiding principles were suggested for creating a more welcoming and hospitable environment. I have a few extra hard copies of the survey for anyone interested.

## **8. TREASURER/FINANCIAL OFFICER REPORTS**

### **a. NEVADA – Comrade James Grant**

No report.

### **b. FINANCIAL STATEMENTS – Comrade June Smith**

No report.

No Financial Statements.

## **9. CHAIRPERSON REPORTS UNDER THE PRESIDENT**

### **a. SERGEANT-at-ARMS – Comrade Raymond Plourde**

No report.

### **b. BRANCH MANAGER – Comrade Nicole Hebert**

No report.

### **c. POPPY CHAIR – Comrade Barb Johns**

Over the past month a few more donations have been received which will bring us to almost \$92,000 from the Poppy Campaign.

A drama teacher from Carine Wilson High School was in contact with me about the play Where Poppies Blow that his students performed for Remembrance Day wanting to encourage Legion members to attend and wanting to establish a relationship with the Legion. I advertised by e-mail and encouraged members to attend. Donald and I attended the play which was excellent. The teacher has advised that the students will be donating to the Legion from the proceeds of the play. This type of interaction with Youth are excellent types of initiatives to encourage to engage Youth in learning about the contributions of Veterans.

All supplies have been counted and stored away. Thank you to Lucie Goderre for organizing and counting the loose Poppies.

In December, a meeting of the Poppy Trust Committee will be held to develop a budget based on the final revenue numbers. The budget will be presented at AGM in January.

Barbara Johns/Poppy Chair 2017, RCL 632

### **d. POPPY TRUST FUND – Comrade Lucie Goderre**

No report.

**e. MEMORIAL WALK – Comrade Frank Stacey**

No report.

**f. SERVICE OFFICER – Comrade Frank Stacey and Comrade Doc Hopper**

We have been participating in this year's seasonal visits to vets in Retirement Homes and long-term care facilities to support "Veterans' and Aging." This will continue until 20 Dec. These visits are very well received and we get positive feed-back (and other work). Special mention to Comrades Gordon and Charlotte Kerluke (Vets & Aging) for extreme devotion in arranging the sessions and the 'comforts'. We have a total of 13 residences in Orleans to visit.

One continuing very complicated case is ongoing involving emergency dental, a scooter, CCAC, and medical condition, etc. One VRB submission is scheduled for January, but we are not involved. You are all aware that our "Community Newspapers" are under review. "Orleans News" was our means of advertising planned visits of the Ontario Command Svc Officer to set up appointments, but is now defunct. To date the Orleans Star is not affected.

I will discuss with Comrade Jean Beck about how to reach the non-Legion veterans for these visits. Most of those who attend these interviews are reached via the newspaper. (Many join the Branch after.) There are no visits scheduled right now, but we can be expected to be asked to have one shortly.

**g. LADIES AUXILIARY – Comrade Valerie Cyr**

No report.

**h. CONSTITUTION AND BY-LAWS, REGULATIONS AND RULES – Comrade Blaine Kiley**

No report.

**i. LEADERSHIP DEVELOPMENT – Comrade Blaine Kiley**

No report.

Moved by Comrade Len MacPherson and seconded by Comrade Mac Casselman that the reports of the committees under the President be accepted as presented.

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Marty Keates**

**a. HONOURS AND AWARDS – Comrade Keates**

Comrade Marta Nuijten was presented with her Certificate of Appreciation and the plaque for the Provincial Award for the Banner.

The request for nominations for Legionnaire of the Year and other awards will be out before 1<sup>st</sup> January 2018.

The Honours and Awards have been scheduled for Sunday, May 6, 2018.

**b. FUTURE PLANNING AND ELECTIONS – Comrade Marty Keates**

The Election Board and request for nominations will be out the first week in February.

**11. CHAIRPERSON REPORTS UNDER THE 1<sup>ST</sup> VICE-PRESIDENT – Comrade Don Johns**

**a. BAR OFFICER – Comrade Wayne Edwards**

No report.

**b. BURSARY – Comrade Jean Beck**

No report.

**c. CADET LIAISON – Comrade Don Johns**

Comrade Don Johns will be going to see the Army Cadets this week.

**d. INVENTORY – Comrade Paul Larocque**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

The deadline for the posters and literacy contest was November 24th, 2017. I would like to say a big thank you to those that helped me on Saturday November 25th to judge the entries. We saw some beautiful works of art. Garth Mader helped me to set up. Judges were Marty Keates, Paul and Kerry Larocque along with Kim and Raymond Levesque. Marty took some pictures for the Banner.

This year we received a total of 99 entries, down from last year.

Primary	Color	4
	Black and white	1
Junior	Color	24
	Black and White	8
	Poem	46
	Essay	0
Intermediate	Color	8
	Black and White	1
	Poem	3
	Essay	1
Senior	Color	0
	Black and White	2
	Poem	1
	Essay	0

I am a bit disappointed at the amount of entries received but will not give up sending information to all the schools in our area.

The awards ceremony will be held on January 21st, 2018 in the downstairs hall. Start time is 1:00 PM. It would be nice if some of the members of the executive would attend to show their support.

I will be asking for funds to purchase 25 frames (\$113.00 approx.) and then more funds for refreshments for the ceremony, approx. \$100.00. This will be a motion for the General Meeting.

An email has been send to the winners via their teacher or their personnel emails.

Comrade Jeanine Mader/Youth Chair Education

Moved by Comrade Paul Levesque and seconded by Comrade Dianne Higgins that the reports under the 1<sup>ST</sup> Vice President be accepted as presented.

### **CARRIED**

#### **12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRESIDENT – Comrade Pam Smith**

No report.

##### **a. BANNER – Comrade Marta Nuijten**

The Banner is nearly ready for the printer. Our weekly stats for the website keep increasing. For the period 4-10 December there were 301 page loads, 244 visits, 151 first time visits and 93 return visits. There are now two photo albums of Remembrance Day pictures on the site.

Comrade Blaine Kiley presented to the Branch a binder that he and his wife Carole created from the Remembrance Day cards that the children attending filled out with comments. This will be passed to Comrade Keates for some of them to be included in the banner.

##### **b. KITCHEN – Comrade Pam Smith**

No report.

##### **c. LA LIASON – Comrade Andrew Proulx**

No report.

##### **d. PUBLIC RELATIONS – Comrade Jean Beck**

The Citizen will now let the branch have a free advertisement every 7 weeks. The New Year's advertisement has been submitted.



**e. SPECIAL EVENTS – Comrade Mac Casselman**

New Year's Eve Tickets are selling well, we are at 67 tickets sold, and hope to hit a one hundred. The entertainment will be The Classics.

**f. ENTERTAINMENT – Comrade TBD**

Dec 15	Nostalgia
Dec 22	Ron Prescott
Jan 1	Sherry Harding
Jan 5	Debbie McCann
Jan 12	Johnny Vegas
Jan 19	Nostalgia
Jan 26	Lauren Hall
Feb 2	Classics
Feb 9	Lauren Hall
Feb 16	Johnny Vegas
Feb 23	Sherry Harding

**g. SPORTS – Comrade Steve Sauve**

No report.

Moved by Comrade Pam Smith and seconded by Comrade Dianne Higgins that the reports under the 3<sup>rd</sup> Vice-President be accepted as presented.

**CARRIED**

**13. CHAIRPERSONS REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade TBD**

**a. MEMBERSHIP – Comrade Kim Levesque**

Membership Report for December 12, 2017

Early Bird Winner:  
John Ramsey

Members Initiated (2):  
Jacques Piché  
Kathryn Piché

Applications for Membership (1):  
Myriam Meagher

Requests for Transfer (3):  
Anne Charron  
Eric Coles  
Kenneth Robertson

**b. VOLUNTEER COORDINATOR – Comrade Len MacPherson**

I want to express my thanks to all those members who submitted the names of volunteers following my last email. Already, over 200 names have been submitted, thanks in great part to Comrade Don Johns. Please continue to submit names after each event, even if you think they may have already have been submitted as, it is easy to remove a duplicate but it is a misstep to forget the name of someone who volunteered their time.

**c. HOSPITAL VISITING – Comrade Dianne Higgins**

Nothing to report.

**d. VETERANS AND AGING – Comrade Gordon Kerluke (Interim)**

The Over 79/80 Christmas Party for Branch Vets on Sunday, November 19<sup>th</sup> was a success and resulted in a significant increase in the number of Vets who attended the event. This will have to be considered when planning is initiated for the event next year. A big thank you is in order to the LA, Gord Atkinson and his group for the entertainment, Judy Rousson, Comrades Diane Higgins and Marty Keates and many others for all their hard work. Sobey's made a major donation of mini-sub's and sandwiches for the event.

Christmas visits and distribution of 'comforts' to the Veterans, spouses, widows/widowers have been completed to 9 of the 13 Orleans Retirement Facilities. The remainder will be completed by the end of next week. Comrade Doc Hopper is participating as the Service Officer at most of the Facilities. Charlotte Kerluke (my spouse) is providing volunteer services in French. The Veterans & Aging portfolio is receiving many compliments.

**e. LEGION SENIORS – Comrade Robert (Bob) Elrick**

Nothing to report.

Moved by Comrade Gordon Kerluke and seconded by Comrade Len MacPherson that the reports under the 3<sup>rd</sup> Vice President be accepted as presented.

**CARRIED**

**14. GENERAL AND NEW BUSINESS**

No new business.

**15. ADJOURNMENT:**

Moved by Comrade Gordon Kerluke and seconded by Comrade Pam Smith that the meeting be adjourned.

**CARRIED**

## 16. CLOSING CEREMONY

Chairman:

- a. *The meeting will stand at attention.*
- b. *The business of this meeting being concluded let us, as we part, remember our duty to our Branch, our comrades, our country and our Sovereign. May we ever strive to promote unity and the spirit of comradeship, never forgetting the solemn obligations we have assumed as members of The Royal Canadian Legion and remembering them, may we ever pray.*

Members:

- c. *Lord God of Hosts,  
Be with us yet,  
Lest we forget,  
Lest we forget.*

Chairman:

- d. *I now declare this meeting closed.*

The meeting was adjourned with the closing ceremony at 7:47 PM.



Sherri McInnis  
Secretary



Gordon Kerluke  
President

**Voting Elected Members:**

1	President – <b>Gordon Kerluke</b>	P
2	1st Vice/Veterans and Aging – <b>Don Johns</b>	P
3	2nd Vice/Cadets Liaison – <b>Pam Smith</b>	P
4	3rd Vice/Kitchen – <b>TBD</b>	
5	Treasurer – <b>June Smith</b>	A
6	Secretary – <b>Sherri McInnis</b>	P
7	Past President/ Future Planning and Elections/Honours and Awards - <b>Marty Keates</b>	EX
8	Entertainment – <b>TBD</b>	
9	Hospital Visiting – <b>Dianne Higgins</b>	P
10	Inventory - <b>Paul Larocque</b>	P
11	Membership - <b>Kim Levesque</b>	EX
12	Nevada - <b>Jim Grant</b>	EX
13	Poppy Chair – <b>Barb Johns</b>	A
14	Special Events– <b>Mac Casselman</b>	P
15	Volunteer Coordinator - <b>Len MacPherson</b>	P
16	Youth Education – <b>Jeanine Mader</b>	EX
17	Sports – <b>Steve Sauve</b>	A

**Non-Voting Members**

1	Banner – <b>Marta Nuijten</b>	EX
2	Bar Officer – <b>Wayne Edwards</b>	A
3	Branch Manager – <b>Nicole Hebert</b>	A
4	Bursaries - <b>Jean Beck</b>	P
5	Ladies Auxiliary – <b>Valerie Cyr</b>	A
6	LA Liaison - <b>Andrew Proulx</b>	A
7	Legion Seniors - <b>Robert (Bob) Elrick</b>	P
8	Poppy Trust – <b>Lucie Goderre</b>	P
9	Service Officer – <b>Doc Hopper</b>	EX
10	Sgt-at-Arms – <b>Raymond Plourde</b>	A
11	Service Officer/Memorial Walk - <b>Frank Stacey</b>	P
12	Constitution and By-Law – <b>Blaine Kiley</b>	P