



## THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

### GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023

1. Call to Order
2. Opening Ceremony Presentations
  - i) Presentation of cheque for \$10,000. to CHEO
3. Motion to Deviate from the Agenda
4. Adopt Minutes of the General Meeting of April 18<sup>th</sup> 2023
5. Business Arising from Minutes and Unfinished Business
6. President's Report Ed Schelenz
7. Treasurer's Report Diane Craig
8. Sergeant at Arms' Report Stephane Guy **No Report**
9. Correspondence Secretary Pam Hall
10. General Welfare of the Branch/Legion Motions

**Motion:** Branch 641 donates \$5000 from Poppy Trust fund to the Ottawa Veteran Task Force for creation and maintenance of a website.

#### 11. Reports of Mandatory Standing Committees

Committee	Chair
Membership	Dave St Amand <b>Report attached</b>
Poppy Campaign	Lyle Brennan <b>No Report</b>
Public Relations	Debi Sereda <b>No Report</b>
Legion Seniors	Lorette Ellis <b>Report Attached</b>
Sports/Track & Field	Joe Guitard <b>No Report</b>
Poppy Trust Fund	Bert Boehme <b>No Report</b>
Leadership & Development	Bert Boehme <b>No Report</b>
Youth Education/Bursary	Lyle Brennan <b>No Report</b>
Veterans Service Officer	Lorette Ellis <b>Report Attached</b>

#### 12. Reports of Other Standing Committees and Standalone Positions

Committee	Chair
Bar	Dave Sereda <b>No Report</b>
Constitution & Laws	Mike Harrietha <b>No Report</b>
Cadets & Scouts	Patrick Makinson <b>No Report</b>
Entertainment & Hospitality	Angele Guy <b>Report Attached</b>
Finance	Bert Boehme <b>Report Attached</b>
Grants & Assistance	David Voisey <b>Report Attached</b>
Honours & Awards	Stephane Guy <b>Report Attached</b>
	<b>Presentations as per Report</b>
Hospital Visits	Lorette Ellis <b>No Report</b>
Housing	Dave Sereda <b>No Report</b>
Long Range Planning	Stephane Guy <b>Report Attached</b>



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

**Committee**

**Community Liaison Officer  
Ways & Means**

**Chair**

**Dave Sereda No Report  
Lorette Ellis No Report**

**13. General & New Business**

**14. Motion for Adjournment: Moved by:**

**15. Closing Ceremony**

**Next Executive Meeting: Monday, June 5th 2023 – 7 pm**  
**Next General Meeting: Tuesday, June 20th 2023 – 7 pm**



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

**Minutes of Annual General Meeting and Annual Election**

April 18, 2023

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

**Branch Officers (7)**

<b>President</b>	Ed Schelenz	P
<b>Past President</b>	Stephane Guy	R
<b>1st Vice President</b>	Dave Sereda	P
<b>2nd Vice President</b>	Bert Boehme	P
<b>3rd Vice President</b>	Lyle Brennan	P
<b>Secretary</b>	Pam Hall	P
<b>Treasurer</b>	Diane Craig	P
<b>Sergeant-At-Arms</b>	Stephane Guy	R
<b>Chairman</b>	David Cole	R
<b>Chaplain</b>	Reverend Margo Whittaker	A

**OTHER CHAIRS (7)**

Angele Guy	P	Debi Sereda	P	Mike Harrietha
Dave Sereda	P	Patrick Makinson	P	Lorette Ellis
Dave Voisey	P	Joe Guitard	P	
David St. Amand	P	Lyle Brennan	P	

Item	Subject	Action
1.	<b>Call to Order</b> The meeting was called to order at 7.00 pm by Bert Boehme	
2.	<b>Opening Ceremony</b> <b>Performed By:</b> Ed Schelenz	
3.	<b>Motion to deviate from the agenda</b> Moved by: Jennifer Dunham Seconded by Sheila Sielatcki	<b>Carried</b>

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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Item	Subject	Action
4.	<b>Introduction of Election Chairman:</b> Tim Blanchard Immediate Past Zone Commander	
5.	<p><b>Order of Elections:</b> The process was explained by Tim Blanchard. All candidates on the board were asked if they accepted the nomination. Lyle Brennan accepted his nomination for President and was acclaimed. Angele Guy declined her nomination for 1<sup>st</sup> Vice President and Mike Harrietha was acclaimed. Bert Boehme accepted his nomination for 2<sup>nd</sup> Vice President and was acclaimed. Patrick Makinson and Angele Guy accepted their nominations for 3<sup>rd</sup> Vice President. A vote was taken and Angele Guy won the position. Pam Hall accepted her nomination for Secretary and was acclaimed. Diane Craig accepted her nomination for Treasurer and was acclaimed. Paul Leadston accepted his nomination for Sgt at Arms and was acclaimed.</p> <p><b>Motion: Destroy all ballots.</b> Moved by June Dale Seconded by Carolyn Boiley</p> <p><b>Installation of the new executive:</b> Starting in reverse order, elected members of the executive were called up to the front. Tim read out the position descriptions and duties and completed the installations. The 1<sup>st</sup>,2<sup>nd</sup>,3<sup>rd</sup> VPs were installed together followed by a thank you to the Past President and finally the new President was installed. Tim concluded by saying "Comrade President and Officers, my sincere good wishes" Confirmation that all ballots were destroyed ended that portion of the meeting. <b>Ed Schelenz thanked Tim Blanchard</b></p>	<b>Carried</b>
6.	<p><b>Adopt the minutes of the General Meeting of March 21<sup>st</sup> 2023</b> Moved by Pam Hall Seconded by Richard Lynn</p>	<b>Carried</b>
7.	<b>Business arising from the minutes and unfinished business - None</b>	
8.	<p><b>President's Report Ed Schelenz Report Provided</b> Remarks: Ed read his report Moved by: Ed Schelenz Seconded by Joe Guitard</p>	<b>Carried</b>
9.	<p><b>Treasurer's Report by Diane Craig Report Provided</b> Moved by Diane Craig Seconded by: Ross Stephen</p>	<b>Carried</b>
10.	<p><b>Sergeant-at- Arms Report Stephane Guy Report is in the package</b> Moved by Ross Stephen for Stephane Guy Seconded by Angele Guy</p>	<b>Carried</b>
11.	<p><b>Correspondence: Pam Hall</b> A thank you note from Courtney Rock of the Perley Health Foundation was read out. This acknowledged our donation in the amount of \$20,000.00</p>	
12.	<p><b>General Welfare of the Branch/Legion Motions</b> <b>Motion: to donate \$10,000 to CHEO to purchase a Crib Stretcher</b> Moved by: Lorette Ellis Seconded by: David Lee</p>	<b>Carried</b>



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Item	Subject	Action
13.	<p><b>Reports of Mandatory Standing Committees:</b></p> <p><b>Membership: David St. Amand Report is in the package</b>            Moved by: David St Amand    Seconded by: Kim Krueger <b>Remarks:</b> Dave stated we are 60 members away from 2022 totals. Digital cards are the new way for membership status.</p> <p><b>Poppy Campaign: Lyle Brennan No Report</b>            Moved by:                      Seconded by:</p> <p><b>Public Relations: Debi Sereda No Report</b>            Moved by:                      Seconded by:</p> <p><b>Legion Seniors: Lorette Ellis Report is in the Package</b>            Moved by: Lorette Ellis                      Seconded by: Ellie Schelenz</p> <p><b>Sports / Track &amp; Field: Joe Guitard Report No Report</b>            Moved by:                      Seconded by:</p> <p><b>Poppy Trust Fund: Bert Boehme Report is in the package Motion:</b> Approval of Budget and distribution as per list included.            Moved by: Bert Boehme    Seconded by: Richard Lynn</p> <p><b>Leadership &amp; Training: Bert Boehme No Report</b>            Moved by:                      Seconded by:</p> <p><b>Youth Education &amp; Bursary: Lyle Brennan No Report</b>            Moved by:                      Seconded by:</p> <p><b>Veteran Services &amp; Branch Service Officer: Lorette Ellis Report is in the package</b>            Moved by: Lorette Ellis Seconded by: Graham Forrest</p>	<p align="center"><b>Carried</b></p> <p align="center"><b>Carried</b></p> <p align="center"><b>Carried</b></p> <p align="center"><b>Carried</b></p>
14.	<p><b>Reports of Other Standing Committees and Standalone Positions:</b></p> <p><b>Bar: Dave Sereda No Report Remarks:</b> Prices are up!            Moved by:                      Seconded by:</p> <p><b>Constitution &amp; Laws: Mike Harrietha No Report</b>            Moved by                      Seconded by:</p> <p><b>Cadet Corps &amp; Scouts: Patrick Makinson No Report</b>            Moved by:                      Seconded by:</p> <p><b>Entertainment, Hospitality &amp; Special Events: Angele Guy Report is in the package</b>            Moved by: Angele Guy Seconded by: Monique Desmarais <b>Remarks:</b> Change in schedule as all Fridays are covered for inners in May</p> <p><b>Finance: Bert Boehme No Report</b></p> <p><b>Grants &amp; Assistance: Dave Voisey Report is in the package Motion:</b> to donate \$3000 to the Seniors' Breakfast at Canada Day festivities            Moved by: Dave Voisey                      Seconded by: Dave Sereda            Motion: Donate Moved by: Dave Voisey Seconded by Dave Sereda</p> <p><b>Honours &amp; Awards: Stephane Guy Report is in the package</b>            Moved by: Angele Guy for Stephane Guy                      Seconded by: Lorette Ellis</p>	<p align="center"><b>Carried</b></p> <p align="center"><b>Carried</b></p> <p align="center"><b>Carried</b></p>



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Item	Subject	Action
	<b>Hospital Visits: Ed Schelenz No Report</b> Moved by:      Seconded by: <b>Housing: Dave Sereda No Report</b> Moved by:      Seconded by: <b>Long-Range Planning: Stephane Guy No Report</b> Moved by:      Seconded by: <b>Community Liaison: Dave Sereda No Report</b> Moved by:      Seconded by: <b>Ways &amp; Means: Lorette Ellis No Report</b> Moved by:      Seconded by:	
15.	<b>General and New Business</b> <b>Clean the Capital May 6<sup>th</sup></b> – Looking for volunteers. <b>Barrhaven Food Cupboard:</b> Jen Reid reported the there has been over 100 lbs of food donated from the Legion <b>Cleaning the Legion:</b> Lorette Ellis is looking for a cleaner for one day a week	
16.	<b>Motion for Adjournment: Lorna Maclsaac</b>	
17.	<b>Closing Ceremony performed by Ed Schelenz</b>	

*MEMORIAM EORUM RETINEBIMUS  
God Save the King*

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Comrade Ed Schelenz  
President

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Comrade Pam Hall  
Secretary

**Next Executive Meeting:      Monday, June 5th 2023 – 7 pm**  
**Next General Meeting:        Tuesday, June 20th 2023 – 7 pm**



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**



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

Executive Committee Meeting 01 May 2023

Moved by Stephane Guy

Seconded by Lorette Ellis

Executive Meeting: **Carried Yes**

General Assembly Meeting 16 May 2023

Moved by

Seconded by

General Meeting: **Carried Yes/No**

I move that Branch 641 donate \$5000 from the Poppy Trust Fund to the Ottawa Veteran Task Force for the creation and maintenance of a website.

**Background:** The Ottawa Veteran Task Force has been in existence for 2 years and since, has evolved to a point that a website is required to ensure their ongoing projects are well documented and properly advertised through the website. It is expected that many veterans will use this website to search what events and programs that are available to them.

Secretary Signature: .....



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Gen Report May 2023

Membership Total: 698 active accounts  
Last year – 718  
Quorum - 36

Transfer in	Dahlia Nawwar	Ordinary/RCMP
	Ranajit Das	Ordinary/CAF - one year free
	Douglas Besharah	Ordinary
	James Doherty	Ordinary
	Arthur Naugle	Ordinary

New	George Tessier	Affiliate
	Sheri Lynn White	Associate
	Jerry Marton	Associate
	Peter Hanley	Associate
	Caroline Baskerville	Associate
	Denis Lecompte	Ordinary/CAF – one year free

Re-instate	Jagdeep Perhar	Affiliate
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Digital memberships are now available. I encourage everyone to opt in. You can make the switch yourself online or let me know that you want to change and I can do it for you. A digital membership means you won't need a plastic card.

Members who choose a digital card will receive a new download each year when they renew.





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

### **GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

#### **SENIOR SERVICE OFFICER General Meeting May 16th**

Now that the pandemic is somewhat under control, the Legions hope to be able to resume relationships with the senior homes within our Legion jurisdiction.

I will be working with The Court of Barrhaven to establish a relationship that will provide assistance to both organizations. We are both working out a plan to help each other support our Seniors in both locations.

I move my report

Lorette Ellis  
Senior Service Officer

#### **Veterans Service Officer**

#### **General Meeting May 16<sup>th</sup>**

This month was a very busy month assisting Veterans. We were able to assist Veterans by completing and processing claims forms to be processed through Ontario Command to Veterans Affairs. There were specific cases which were unique but we were able to assist in resolving their issues or directing them to the right person.

In the past year, our Legion has aided many Veterans. I work very closely with Ontario Command who provide me with direction, information, guidance, and support. Examples of cases we deal with include providing a shower chair, help with food gift cards, drives to medical appointments and other more personal and urgent needs.

The number of Veterans reaching out has been increasing and it is encouraging that the Legion is able to assist our Veterans. I assist all Veterans whether they are Legion members or not. I also help families of veterans.

It has been a pleasure representing our Legion as Veterans Service Officer during the 2022/2023 year.

I move my report.

Lorette Ellis



## THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

### GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023

Veterans Service Officer

#### THIS IS AN ENTERTAINMENT/HOSPITALITY

#### MONTHLY REPORT EXECUTIVE MEETING

TUESDAY, MAY 16, 2023

The month of May is very busy for Hospitality with different events and new meals.

So far, they are very successful. The attendance is high and good.

Open Mic is getting to be even busier than usual and people are happy to come out and have something to do during the day.

I am also down on man power for this month. It should be back to normal in June.

#### MEALS AND SPECIAL EVENTS FOR MAY:

- Wednesday, May 17, 2023 Open Mic from Noon - 3pm
- Friday, May 19, 2023 Meal: Western Team Band: Don Pelletier 7pm - 11pm
- Friday, May 26, 2023 Meal: Greek Band: The BedRockers 7pm - 11pm
- Sunday, May 28, 2023 Karaoke 12pm - 3pm + Silent Auction Band: DJ Mortal  
Meal: from 12pm - 2pm Hamburger, Hot dog, Grilled Cheese and Soup

#### MEALS AND SPECIAL EVENTS FOR JUNE:

- Date: Friday, June 2, 2023 Meal: Steak Band: The Treblemakers
- Date: Wednesday, June 7, 2023 Open Mic 12pm to 3pm Lunch 12-2:00pm – 2pm Entry Fee is a donation
- Date: Friday, June 9, 2023 Meal: Salmon OR Chicken Band: Albert and The Collection
- Friday, June 16, 2023 Meal: TBD Band: Heart and Soul Duo
- Date: Wednesday, June 21, 2023 Open Mic 12pm to 3pm Lunch 12-2:00pm – 2pm Entry Fee is a donation
- Friday, June 23, 2023 Meal: Steak Band: The RockPhiles
- Friday, June 30, 2023 Meal: Greek Band: Marleen Fawcet

I move my report

PAM HALL

10

**Next Executive Meeting: Monday, June 5th 2023 – 7 pm**  
**Next General Meeting: Tuesday, June 20th 2023 – 7 pm**



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Angele Guy Entertainment/Hospitality Chair



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

**PROPOSED MOTION**

Executive Meeting date: 1 May, 2023

Moved by: Cmrdr Bert Boehme

Seconded by: Lorette Ellis

General Meeting date: 16 May, 2023

Moved by: Cmrdr Bert Boehme

Seconded by:

I Move that: The attached FY23/24 Budget for BR641 General Account be approved.

The Budget is highlighted by a continued emphasis on expenditure restraint, with the aim of ensuring the maximization of profits in support of a new Branch Club House. It is compiled from input received from the Executive Committee members.

I would highlight that the budget conservatively projects a small profit at FY end, with the anticipation that revenues/profits will progressively increase over the year as Branch activities return to the norm and our members and their guests return to take advantage of the many activities sponsored by the Branch. The anticipated increase in profits will permit, to the extent possible, transferring funds to our Building and Land



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Trust Fund for a new Club House. Such amount will be determined at FY end dependent on fiscal performance.

The Budget also anticipates and sets aside funds to replace the kitchen stove, which is on its last legs, and to purchase or repair our hall chairs, which have seen better days.

I would encourage all members and their guests to use and enjoy their Legion Branch. It is through your participation that we are here and maintain profitability.

Executive Meeting: **Carried Yes**

General Meeting: Carried      Yes      No

Secretary Signature: .....

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

### **GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

#### **Report to Branch 641 General Meeting- May 16th 2023**

Four Requests for donations were approved at the May Executive Meeting:

1. Request from the RCMP Veterans Association and the Bruce Dennison Bone Marrow Association of Ottawa was approved for the sponsorship of a golf hole at a cost of \$300 at the annual Golf Tournament in conjunction with 150<sup>th</sup> Anniversary of the RCMP on May 29<sup>th</sup>, 2023.
2. Request from the Canadian Cancer Society for a donation towards the annual Daffodil Campaign. An amount of \$400 was approved and is eligible to receive a matching amount making our donation equivalent of \$800.
3. A request from the organizing Committee from the hosing of a joint milestone birthday of Diane Craig and Gary Cunningham (which raised \$1,000 for both Diane and Gary) who then donated \$500 to the Cornerstone Housing for Women was approved to match the donation made by both Diane and Gary.
4. A request, as above, to donate \$500 to the Ottawa Mission as requested by Diane and Craig to match their donation to the Poppy Trust Fund. The donation to the Mission was made on the basis that the Legion cannot donate funding directly to the Poppy Trust Fund.

Respectfully submitted

David Voisey



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

GENERAL MEETING MAY 2023

HONOURS AND AWARDS REPORT

I would like to thank all for having submitted the names of our deserving members which is our way of recognizing the outstanding work that our volunteers perform on a regular basis. The following awards have been approved by the Executive Committee on May 01.

These members will be presented the following awards.

Past Officer Medal and bars

Name	Medal	Bars	Bars
Joe Guitar		Sports	Track
Step Guy		H & A	Sgt at Arms
Bert Boehme		Poppy	2nd Vice
Lyle Brennan		Poppy	3rd Vice
Lorette Ellis	Past Off	Vet Serv	Senior
Mike Harrietha	Past Off	C & L	
Patrick Mackinson	Past Off	Executive	
Diane Craig	Past Off	Treasurer	



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

Certificate of Appreciation

Dianne Powers (Hospitality)

Arlene Harrold (Hospitality)

Denise Marshall (Hospitality)

Ken James (Hospitality)

Diane Craig (Treasurer)

Certificate of Merit

Paulette O'Connor (Hospitality)

Phillip O'Connor (Hospitality)

Carol Anne Marleau (Bar)

Shawn MacDonald (Bar)

Pam Hall (Bar and Secretary)

Branch Service Medal

Nancy Rule (Bar)

Lorette Ellis (Vet Serv Off, Ways and Means, Senior Off)

I move my report.

Stéphane Guy

Honors and Award chair

613-797-7021



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

**GENERAL MEETING AGENDA MAY 16<sup>TH</sup> 2023**

LONG RANGE PLANNING

Considering that the Anglican Church no longer wishes to partner with us, and that we have the opportunity to add a basement to our new clubhouse, our Long-Range Planning Committee discussed a few options and would like to offer our basement as business offices but with the understanding that they must provide an upfront payment in exchange for free rent for 10 years.

After the condos have been turned over to the new owners, we will have approximately \$650 K which is still short of the million dollar that we need to approach a bank for a mortgage. By renting the basement with an upfront payment of approximately \$500 K, we would have the required funds to move forward on our plans.

We are looking at different option on how to attract businesses to meet our goal. More to follow in the upcoming months.

Stéphane Guy

Long Range Planning Chair

613-797-7021