



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

1. Call to Order
2. Opening Ceremony Presentations
3. Motion to Deviate from the Agenda
4. Adopt Minutes of the General Meeting of September 19th 2023
5. Business Arising from Minutes and Unfinished Business
6. President's Report Lyle Brennan
7. Treasurer's Report Diane Craig
8. Sergeant at Arms' Report Paul Leadston
9. Correspondence Secretary Pam Hall Thank you letters
10. General Welfare of the Branch/**Legion Motions in the package**
 - i) **Motion:** Moved by Stephane Guy Modifications to our Policy and Procedures Manual
 - ii) **Motion:** Moved by Stephane Guy Modifications to our Clubhouse Rules
 - iii) **Motion:** Moved by Stephane Guy Engage the services of an Architect
 - iv) **Motion:** Moved by Lyle Brennan Purchase 2 sets of Bagpipes
 - v) **Motion:** Moved by David Sereda Donation to the Santa Clause Parade

11. Reports of Mandatory Standing Committees

Committee	Chair
Membership	Dave St Amand
Poppy Campaign	Stephane Guy
Public Relations	Debi Sereda No Report
Legion Seniors	Richard Lynn
Sports/Track & Field	Joe Guitard No Report
Poppy Trust Fund	Bert Boehme No Report
Leadership & Development	Bert Boehme No Report
Youth Education/Bursary	Carol Anne Marleau
Veterans Service Officer	Anne Cole

12. Reports of Other Standing Committees and Standalone Positions

Committee	Chair
Bar	Dave Sereda
Constitution & Laws	Stephane Guy
Cadets & Scouts	Patrick Makinson
Entertainment & Hospitality	Angele Guy
Finance	Bert Boehme No Report
Grants & Assistance	Richard Lynn No Report
Honours & Awards	Ed Schelenz No Report
Hospital Visits	



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Committee

Housing

Long Range Planning

Community Liaison Officer

Ways & Means

Chair

Dave Cole

Stephane Guy

Dave Sereda No Report

Anne Cole

13. General & New Business

14. Motion for Adjournment: Moved by:

15. Closing Ceremony

Next Executive Meeting:
Next General Meeting:

Monday November 6th 2023 7 pm
Tuesday November 21st 2023 7 pm

PAM HALL

2



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Minutes of General Meeting

September 19, 2023

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

Branch Officers (9)

President	Lyle Brennan	P
Past President	Ed Schelenz	P
1st Vice President	Mike Harrietha	P
2nd Vice President	Bert Boehme	P
3rd Vice President	Angele Guy	P
Secretary	Pam Hall	P
Treasurer	Diane Craig	R
Sergeant-At-Arms	Paul Leadston	P
Chairman	David Cole	P
Chaplain	Reverend Margo Whittaker	A

OTHER CHAIRS (10)

Angele Guy	P	Debi Sereda	R	Stephane Guy	P
Dave Sereda	R	Patrick Makinson	R	Anne Cole	P
Richard Lynn	P	Joe Guitard	P		
David St. Amand	P	Carol Anne	P		
		Marleau			

Item	Subject	Action
1.	Call to Order The meeting was called to order at 1900 hrs by Dave Cole	
2.	Opening Ceremony/ Presentations Performed By: Lyle Brennan Friendship Award to Jim Watson, former Mayor of Ottawa Presentation to the Legion: Doug Brunton is donating a Ship's Clock given to him by the Naval Association	

PAM HALL

3

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Item	Subject	Action
3.	Motion to deviate from the agenda Moved by: Jennifer Dunham Seconded – not required	
4.	Minutes of the last General Meeting June 20th are in package Moved by: Pam Hall Seconded by: Gordon Crumpler	Carried
5.	Business arising from the minutes & unfinished business – Nil	
6.	President's Report by President Ed Schelenz - Report is in the package. Remarks: Moved by: Lyle Brennan Seconded by: Joe Guitard	Carried
7.	Treasurer's Report by Treasurer Diane Craig Moved by: Diane Craig Seconded by: Kim Krueger Question from the floor on the high disbursement figure was answered by Bert Boehme. The amount includes \$40,000 that was moved from the general account to the land and building account. Also, the summer sales are traditionally slow.	Carried
8.	Sergeant-At-Arms Report Paul Leadston No Report Remarks: Paul thanked his colour party members who attended the Richmond Fair to help out.	Carried
9.	Correspondence: None	
10.	General Welfare of the Branch / Legion / Motions Motion: Moved by Dave Sereda, Seconded by Bert Boehme Purchase a Television for Valour Hall not to exceed \$3000.	Carried
11.	Reports of Mandatory Standing Committees: Membership: David St. Amand Report is in the package Moved by: David St Amand Seconded by: Linda Crawford Poppy Campaign: Stephane Guy Report is in the package Moved by: Stephane Guy Seconded by: Linda Laframboise Public Relations: Debi Sereda No Report Moved by: Debi Sereda Seconded by: Legion Seniors: Richard Lynn No Report Remarks – Veterans Luncheon cancelled due to outbreaks of covid at retirement homes. A reminder about the Retirement home seminar October 29 th at the legion Moved by: Seconded by: Sports / Track & Field: Joe Guitard No Report Remarks: Darts start this week Moved by: Joe Guitard Seconded by: Poppy Trust Fund: Bert Boehme No Report Moved by: Seconded by: Leadership & Training: Bert Boehme No Report	Carried Carried



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Item	Subject	Action
	Moved by: Seconded by: Youth Education & Bursary: Carol Anne Marleau Report is in the package Moved by Carol Anne Marleau Seconded by: Linda Crawford Veteran Services & Branch Service Officer: Anne Cole Report is in the package Moved by: Anne Cole Seconded by: Terry Claesson	Carried Carried
12.	Reports of Other Standing Committees and Standalone Positions: Bar: Dave Sereda No Report Moved by: Dave Sereda Seconded by: Constitution & Laws: Stephane Guy Report is in the package Moved by: Stephane Guy Seconded by: Mike Harrietha Cadet Corps & Scouts: Patrick Makinson No Report Moved by: Seconded by: Entertainment, Hospitality & Special Events: Angele Guy Verbal Report - Highlights for upcoming meals and successful events were the topics brought forward. Moved by: Seconded by: Finance: Bert Boehme No Report Grants & Assistance: Richard Lynn No Report Moved by: Dave Voisey Seconded by: Motion: None Honours & Awards: Ed Schelenz No Report Moved by: Stephane Guy Seconded by: Presentation: Certificate of Appreciation to Don Pelletier, Barry Oconnor Hospital Visits: Nil Report Moved by: Seconded by: Housing: Dave Cole No Report Moved by: Dave Sereda Seconded by: Long-Range Planning: Stephane Guy Report is in the package Moved by: Stephane Guy Seconded by: Terry Claesson Remarks: Stephane outlined the steps needed to be taken in the building and land process. Community Liaison: Dave Sereda Nil Report Moved by: Seconded by: Ways & Means: Anne Cole Report is in the package Moved by: Anne Cole Seconded by: Linda Crawford	Carried Carried Carried
13.	General and New Business New "Monarch" pictures are now hanging. Jennifer Read announced dates for Clean the Capital Verbal Motion: Moved by: Ed Schelenz Seconded by: Jennifer Read Propose that Barrhaven Legion 641 donates \$5000.00 from the Bingo account	



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Item	Subject	Action
14.	Motion for Adjournment Moved by Lorna MacIsaac Announced by Dave Cole	
15.	Closing Ceremonies Presided over by President Stéphane Guy and the meeting adjourned at 20:38 hours.	

MEMORIAM EORUM RETINEBIMUS

God Save the King

Comrade Lyle Brennan
President

Comrade Pam Hall
Secretary

Next Executive Meeting:
Next General Meeting:

Monday November 6th 2023 7 pm
Tuesday November 21st 2023 7 pm

PAM HALL

6



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

President's Report

General Meeting date: 17 October 2023

Report: Lyle Brennan, President

October is here and planning is well underway for our Poppy Campaign, the most important fundraising activity we undertake to enable support to our veterans and related causes. We will need volunteers to help with this, it's part of our membership, so please make sure to volunteer when the notice to members goes out. Sign up sheets will be on the bulletin board at the branch.

Our branch is quite active, there are many events to enjoy which our found on our branch calendar. We also have lots of opportunities to volunteer so please reach out to me or any of our executive to find out how you can help with your Legion. When you do stop by the branch, consider bringing a non-perishable food item for our local Barrhaven Food Cupboard.

I move my report



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023



Paul Leadston

)

Sergeant at Arms Report

I would like to thank the Colour Party who performed admirably during the Celebration of Life for Gus Este. Their dedication and duty to the Branch is greatly appreciated.

Remembrance Day is coming up quickly and plans are in place to ensure the ceremony goes smoothly. As this is my rookie year as Sgt. at Arms, there are a lot of details and I would like to thank Stephane Guy who has been a great help in guiding me through the process for this year's service.

Invitations have been sent out to numerous Barrhaven Retirement residents to have a Colour Party presence at their respective services on Nov. 4 - 5 but as of this date I have had no responses, I will be doing follow-ups this week.

Paul Leadston
Sergeant at Arms



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641
GENERAL MEETING AGENDA OCTOBER 17TH 2023

PROPOSED MOTION

MODIFICATIONS TO OUR POLICY AND PROCEDURE MANUAL

Executive Committee Meeting 02 October 2023

Moved by: Stephane Guy

Seconded by: Mike Harrietha

Executive Meeting: **Carried Yes**

General Assembly Meeting 17 October 2023

I move that Branch 641 accepts the proposed modifications to our Policy and Procedure Manual as presented below.

- 1- Throughout the document, to make it gender neutral and remove not on page 2 Preface.

Moved by: Stephane Guy Seconded by: Carried Y / N

- 2- Throughout the document, correct grammatical errors that do not change the meaning of the sentence.

Moved by: Stephane Guy Seconded by: Carried Y / N

PAM HALL

9

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

- 3- Page 3, Table of Contents, add Youth and Education after Bursary.

Moved by: Stephane Guy Seconded by: Carried Y / N

- 4- Page 5 Branch Officer: replace the para with the following:

“BRANCH OFFICERS: these are elected positions President; Vice Presidents (3); Secretary; Treasurer; and Sergeant at-Arms. Of note, the Immediate Past President is not elected.”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 5- Page 7, Bursary: to update the listed reference with the information found in the Officers’ Manual.

Moved by: Stephane Guy Seconded by: Carried Y / N

- 6- Page 7, to add the duties of the Youth and Education with the following:

“Youth and Education - see duties Section D page 67 through 89 of the Officers’ Manual”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 7- Page 8, Entertainment, second paragraph to be deleted and replaced with:

“Ensure that entertainment, in some form, is available in the main hall whenever a Friday night dinner is held, as well as special events, and legion events that require entertainment.”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 8- Page 8, entertainment, third paragraph, to “Veteran Service Officer” after “Public Relations”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 9- Page 8, entertainment, fourth paragraph,

a. Insert after Treasurer “and Financial Officer”

b. At the end of the paragraph to insert “Ensure the treasurer receives a list of the proposed band and agreed prices.”

Moved by: Stephane Guy Seconded by: Carried Y / N



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

10- Page 9, Honours and Awards. To delete comment and replace with

“For duties see Officers' Manual Sect D Pages 10 to 15.”

Moved by: Stephane Guy Seconded by: Carried Y / N

11- Page 9, Hospital visits, to change the maximum amount to \$80.00.

Moved by: Stephane Guy Seconded by: Carried Y / N

12- Page 9, Hospitality and Special Events, second paragraph to be deleted and replace with:

“The Chair if applicable is responsible for arranging in conjunction with the Entertainment chair, Friday Evening Meals, January 1st President’s Levee, and special events, or other occasions requested by the Branch Executive Committee such as open houses and Remembrance Day Open House. The chair shall liaise closely with other committees such as Entertainment, Sports or Poppy to properly coordinate activities and duties.”

Moved by: Stephane Guy Seconded by: Carried Y / N

13- Page 9, Hospitality and Special Events, fifth paragraph and after the fourth bullet, to add:

“- ensure a member sets the room prior to the event.”

Moved by: Stephane Guy Seconded by: Carried Y / N

14- Page 10, Hospitality and Special Events, fifth paragraph, delete the last bullet and replace with:

“- following the event, ensure someone performs the take down.”

Moved by: Stephane Guy Seconded by: Carried Y / N

15- Page 10, Hospitality and Special Events, add a seventh paragraph with:



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

“Ensure a minimum of one person is Food Handling Course qualified during the preparation and the conduct of an event.”

Moved by: Stephane Guy Seconded by: Carried Y / N

16- Page 10, Hospitality and Special Events, ninth paragraph, after the word freezer, delete the words “must be” and insert “items are properly identified and”.

Moved by: Stephane Guy Seconded by: Carried Y / N

17- Page 10, Hospitality and Special Events, tenth paragraph, after the word treasurer, add “and Finance Officer”

Moved by: Stephane Guy Seconded by: Carried Y / N

18- Page 10, Hospitality and Special Events, tenth paragraph, add the following at the end of the paragraph: “Ensure the treasurer receives a list of the proposed band and agreed prices.”

Moved by: Stephane Guy Seconded by: Carried Y / N

19- Page 10, Hospitality and Special Events, start the twelfth paragraph with the following: “If it differs from the approved budget,”

Moved by: Stephane Guy Seconded by: Carried Y / N

20- Page 10, Hospitality and Special Events, the note to be deleted and replace with:

“Note: Occasionally, the Branch may host special events or extraordinarily large receptions where there is a requirement to provide wine for the head table. The event OPI shall coordinate with the **President** on the financial implications. Prior approval of the Executive Committee may be required.”

Moved by: Stephane Guy Seconded by: Carried Y / N

21- Page 13, Replace the title “Army, Sea and R.C. Air 75th Squadron Liaison Officer” with **“Cadets, Guide and Scouts Liaison Officer.”**



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Moved by: Stephane Guy Seconded by: Carried Y / N

22- Page 13, Para Cadets, Guide and Scouts Liaison Officer, after the word Corps, add "Guide and Scouts"

Moved by: Stephane Guy Seconded by: Carried Y / N

23- Page 14, Delete the Scouts Liaison Officer and its paragraph.

Moved by: Stephane Guy Seconded by: Carried Y / N

24- Page 15, To delete the references to hall rental costs to member, Legion Members from other branches and Non-Legion Members and replace with the following:

"The hall rental costs for Barrhaven Legion members in good standing is to be approved by the Executive Committee. Must be a member for a minimum of 1yr + 1 day

Legion Members from other branches, hall rental costs is the costs for Barrhaven Legion members **PLUS \$100 + Tax**

Non-Legion members hall rental costs is the costs for Barrhaven Legion members **PLUS \$200.00 + Tax."**

Moved by: Stephane Guy Seconded by: Carried Y / N

25- Page 15, Hall Rental – Cost and Procedure, add a last para with the following:

"Considering our facilities' maximum occupancy of 150 people, hall rental is limited to a maximum of 120 guests."

Moved by: Stephane Guy Seconded by: Carried Y / N

26- Page 15, Early Bird, paragraph to be deleted and replace with:

"Early Bird membership renewal September 1 to November 30 dues are fifty dollars (\$50:00). At the December General Meeting, three names will be drawn for a one-year extension to their membership."

Moved by: Stephane Guy Seconded by: Carried Y / N

27- Page 15, Nominations and Elections, add a fourth paragraph with the following:



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

“Note: you must read both the Policy and Procedures Manual and the Club House Rules before your name can go on the nomination Board.”

Moved by: Stephane Guy Seconded by: Carried Y / N

Secretary Signature:

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023



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

PROPOSED MOTION

MODIFICATIONS TO OUR CLUBHOUSE RULES

Executive Committee Meeting 02 October 2023 General Meeting 17th October 2023

Moved by: Stephane Guy

Seconded by: Carol Anne Marleau

Executive Meeting: **Carried Yes**

I move that Branch 641 accepts the proposed modifications to our Clubhouse Rules as presented below.

- 1- Throughout the document, correct grammatical errors that do not change the meaning of the sentence.

Moved by: Stephane Guy Seconded by: Carried Y / N

- 2- Page 2, Admission to the Clubhouse, delete para 2-h. as it is a repeat of para 3, g, and replace with:



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

“Considering our facilities’ maximum occupancy of 150, any visitors in excess of this number will be refused access to our facility.”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 3- Page 3, Dress, at para 3-c, and after the word “jeans” add the following; “that are not considered fashion jeans”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 4- Page 3, Dress, at para 3-f, delete the paragraph and replace with:

“Headdress will be permitted in the member’s lounge of the Branch during normal operating hours but may be restricted during special Legion functions as determined by the Executive. Headdress will not be permitted in the dining area during Legion hospitality events except for theme events.

Moved by: Stephane Guy Seconded by: Carried Y / N

- 5- Page 4, Department, at para 4-g, and after the word “that”, insert “is offending to someone or”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 6- Page 4, Department, at para 4-i, and after the word “e-cigarettes,” add “and cannabis”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 7- Page 5, Signing in of Guests to the Clubhouse, para 6-a, and after the words “must sign the” change the word “Member” to “Non-Member”

Moved by: Stephane Guy Seconded by: Carried Y / N



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

- 8- Page 5, Signing in of Guests to the Clubhouse, para 6-a, and after the word “Register” delete “and present correct identification to the duty bartender”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 9- Page 5, Signing in of Guests to the Clubhouse, add para 6-c with the following and renumber the remaining para:

“A visitor without a sponsor may be signed in as a guest by the duty bartender. The duty bartender becomes responsible for the visitor until he leaves the premises.”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 10- Page 5, Signing in of Guests to the Clubhouse, para 6-d, replace “hall rental agreement” with “Hall Rental Contract”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 11- Page 5, Signing in of Guests to the Clubhouse, para 6-e, replace “hall rental agreement” with “Hall Rental Contract”

Moved by: Stephane Guy Seconded by: Carried Y / N

- 12- Page 7, Enforcement of Clubhouse Rules, para 9-c, twice replace “Incident Report book” with “Incident Book”

Moved by: Stephane Guy Seconded by: Carried Y / N

Secretary Signature:



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023



THE ROYAL CANADIAN LEGION

BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

SERVICES OF AN ARCHITECT – PRODUCTION OF BLUEPRINTS

Executive Committee Meeting 02 October 2023

Moved by Stephane Guy

Seconded by Bert Boehme

Motion Carried Yes

General Assembly Meeting 17 October 2023

Moved by: Stephane Guy

Seconded by:

Next Executive Meeting:
Next General Meeting:

Monday November 6th 2023 7 pm
Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Motion Carried Yes / No

I move that Branch 641 hires the services of an architect to produce the blueprints for our new clubhouse.
The costs not to exceed \$25,000.

Secretary Signature:

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023



THE ROYAL CANADIAN LEGION

BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

Executive Meeting date: 2 October 2023

Moved by: Lyle Brennan

Seconded by: Patrick Makinson

Executive Meeting: **Carried** **Yes**

General Meeting date: 17th October 2023

Moved by: Lyle Brennan

Seconded by:

General Meeting: **Carried yes/no**

Background, 75 Barrhaven Air Cadets is the largest Squadron in Canada and has recently surpassed 400 cadets! Along with 742 National Capital Squadron, they form an award-winning combined bands program (Brass and Reed, Pipe and Drum and Highland Dance) with approximately 150 cadet musicians. The air cadets have a busy performance schedule within the community and compete at the provincial level. They support Legion Veterans' Dinner, multiple Remembrance Day ceremonies (including Barrhaven), as well as other community events such as the Barrhaven Santa Claus Parade, Army Run, Cheo Marathon and the even performed on Parliament hill this past Canada Day. The cadets train to their way up from using student to professional instruments as they progress in their levels and abilities. Our Air Cadets have



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

approached Branch 641 to fund the purchase of TWO (2) sets of Bag Pipes. The cadets consider it a privilege and aspire to earn the opportunity to be assigned these instruments.

I Move that: Branch 641 approve an amount of \$5,000 to support the 75/742 Bands Program to purchase two professional grade sets of Bagpipes out of the Bingo funds.

Cheque to be made payable to: 742 National Capital Squadron.

Secretary Signature:

President's Signature.....

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023



THE ROYAL CANADIAN LEGION

BARRHAVEN LEGION BRANCH 641

BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

Executive Special Interim Vote October 3rd 2023

Moved by: David Sereda

Seconded by: Lyle Brennan
Carried

General Meeting Date

Moved by:

Seconded by:

I move that we donate \$2000 to the Barrhaven Santa Clause Parade with the money to come from the Bingo account.

Background: We have supported this event in past years. Good vibes to the community from the Legion.

Executive Meeting Carried Yes

General Meeting Carried Yes / No

Secretary Signature _____

PAM HALL

22

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

October 2023

Membership Total: 734 active accounts
Last year – 718
Quorum – 36

New	Audrey Sharkey	Affiliate	Joined online
	William Bell	Affiliate	Joined online
	Mark Hughes	Affiliate	Joined online
	Tom Kelly	Associate	
	Sue Matthews	Affiliate	

Re-instate	Gary Warren	Affiliate
------------	-------------	-----------

Transfer in

Transfer out

Deceased	Brendan Dinning	Affiliate	20 Sep 2023
----------	-----------------	-----------	-------------

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 early-bird draws will be done at the exec meeting in December. 3 members will win a one-year extension to their membership.

Pins – if you have a pin at the bar, please drop by and pick it up. In the first week of January, I will take all pins back as any that are there will be deemed not wanted.

//Signed//

David St Amand

PAM HALL

23

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Br641 Membership

POPPY CHAIR

The poppy campaign preparations are well on its way with all of the required positions filled. Thanks for everyone to have volunteered for the positions.

The Poppy Kick Off meeting was held on October 01 at 3 pm and I was pleased with the many questions that were raised. Even though we still have less than 2 weeks before the start of the campaign, the sign-up sheets are posted and there are a lot of spots still available. Please sign up for shifts.

There are many other issues to take care of, but they are handled as they are due and on time.

I move my report.

Stephane Guy

Branch 641 Poppy



Richard Lynn

to me

Seniors Officer Report:

- Oct 29/2023 Information Session on Navigating Retirement Living, from 2 till 3pm (1400 till 1500 Hours) right here in Valour Hall, refreshments will be free and available. The session will be followed by a question period. Come out, bring friends and relatives.



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641
GENERAL MEETING AGENDA OCTOBER 17TH 2023

Youth Education Report

Executive Meeting date: 02 October 2023/General Meeting 17 October 2023

Report: Carol Anne Marleau, Youth Education & Bursary Chair

Bursaries

- 1. Reminder: The Bursary application process is open 1 Sep 2023 as advertised on the branch website and applications will be accepted until 31 October 2023.**
- 2. The branch website has all contest information.**

Contests

- 1. The Principals of all Barrhaven area schools have been informed of this year's Remembrance Day Contest by detailed email including links for the poster, literary and public speaking contests. As mentioned at the last meeting, no teacher information packages were sent out by Command this year.**
- 2. The video contest at Zone level will go forward this year.**
- 3. The local poster and literary contest will close 15 November 2023 and category winners must be submitted to the zone level by 30 November.**
- 4. I have confirmed Valour Hall on Saturday, 18 Nov 2023 from 0900 - 1400 to perform poster and literary contest judging.**
- 5. UPDATE from Executive Report: A request for volunteers to assist with Judging was emailed out to Members on October 12, 2023.**
- 6. I have also confirmed Valour Hall for the Poster and Literary Contest Award Ceremony to take place on Sunday 21 January 2024.**
- 7. Questions may be directed to the Youth Ed chair.**

I Move my report



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Executive and General meeting for October

Bar

Our new Beer Vimy Red is selling well at this point I am hearing it is a good fit, we are always trying to improve our selection beer and coolers any suggestions are always welcome.

Our last call out to our members looking for new bartenders had 6 responses both myself and our bar Manager Carol Anne are in the process of interviewing each candidate.

As the months move on, we see more events on the weekends and more bar traffic during the days.

We always try to strive for great service.

My report will be moved by our Bar Manger Carol Ann Marleau



ROYAL CANADIAN LEGION BRANCH 641 BARRHAVEN

EVENT REPORT

(To be completed for each event by the event OPI and submitted to the Finance Committee Chair)

Name of Event: Pig Roast



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

Date of Event September 23, 2023

Location of Event: Branch 641 Legion

Number of attendees 77, dinners broken down 46 members, 31 non members

Finances:

EXPENSES (\$)		REVENUES (\$)	
ITEM (PAID)	AMOUNT	ITEM(RECEIVED)	AMOUNT
Meal	1,551	Tickets sold	2,465
Band	400	50/50	315
ITEM(PAYABLES)	AMOUNT		
	1,951		
		ITEM(RECEIVABLES)	AMOUNT

Next Executive Meeting:
Next General Meeting:

Monday November 6th 2023 7 pm
Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

				\$
				\$
TOTAL EXPENSES			TOTAL REVENUES	\$2,780
PROFIT/LOSS	829.			

COMMENTS:

Name and signature of Event organizer: David Sereda

Date of Report :30/08/22

Note: This report is to be prepared for each event sponsored by Branch 641 and is to be submitted to the Chair of the Finance Committee within one month after the date of the event. Only monthly Reports covering the Friday Nite Dinner/Dance is required.

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

GENERAL MEETING OCTOBER 2023

CONSTITUTION AND LAWS

Thanks to the many returns and suggestions, the modifications to the PPM and Clubhouse rules are all ready to go. The two motions are enclosed for your verifications and your support.

I move my report.

Stéphane Guy

Constitution and Law chair

613-797-7021

THIS IS AN ENTERTAINMENT/HOSPITALITY

MONTHLY REPORT GENERAL MEETING

MONDAY, OCTOBER 17, 2023

October and November will be a busy time for Hospitality.

On October 1, 2023 we had our Chili Contest and the winner of the best chili is Jennifer Read.

Remembrance Veteran's Dinner tickets are on sale at the bar. Veteran's and wife or caretaker: free After October 15, 2023 Member: \$35.00 Non Member: \$40.00. Meal will be made by Hospitality.

Saturday, November 25, 2023 Annual Market Table: \$50.00 Electric: \$10.00

Available now. 9 rented so far on 16 available.

November 1, 2023 Ticket for the Christmas Dinner will come on sale. Meal made by Hospitality.

December 1, 2023 Tickets for New Year's Eve Dinner/Dance will come on



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

sale. Meal made by Hospitality.

MEALS AND SPECIAL EVENTS FOR OCTOBER:

☐ Sunday, October 15, 2023 Meal: High Tea \$20.00 per person 2pm – 4pm (54 people so far)

☐ Wednesday, October 18, 2023 Open Mic Lunch from 12 – 2pm Music 12:30pm – 3pm

☐ Friday, October 20, 2023 Meal: Salmon OR Chicken Band: The RockPhiles 7pm – 11pm

☐ Friday, October 27, 2023 Meal: Mix Grill Halloween Band: Nostalgia 7pm – 11pm

☐ Friday, November 3, 2023 No meal Cover charge \$10.00 per person Band: Snap, Crackle and Pop

☐ Saturday, November 4, 2023 Remembrance Veteran's Dinner Roast Beef

I move my report

Angel Guy

Entertainment/Hospitality Chair

Next Executive Meeting:
Next General Meeting:

Monday November 6th 2023 7 pm
Tuesday November 21st 2023 7 pm



THE ROYAL CANADIAN LEGION BARRHAVEN LEGION BRANCH 641

GENERAL MEETING AGENDA OCTOBER 17TH 2023

LONG RANGE PLANNING

A Notice of Motion was tabled at the last General Meeting to hire the services of an architect to produce our blueprints and now time to vote on the motion. If carried, it will be done after we have sought the advise of a financial advisor on the affordable mortgage which will dictate the size of our clubhouse.

I move my report.

Stéphane Guy

Long Range Planning Chair

613-797-7021

Next Executive Meeting: Monday November 6th 2023 7 pm
Next General Meeting: Tuesday November 21st 2023 7 pm