

The Royal Canadian Legion

Branch 632 (Orleans)
800 Taylor Creek Drive, Orleans, Ontario K4A 0Z9
Phone (613) 830 9984
E-mail rcl632@bellnet.ca
Web Page: www.rcl632.ca



ELECTION/GENERAL MEETING

17th April 2018

Present: Comrades Gordon Kerluke, Don Johns, Pam Smith, Ron Bradimore, June Smith, Sherri McInnis, Marty Keates, Dianne Higgins, Paul Larocque, Kim Levesque, Jim Grant, Barb Johns, Mac Casselman, Jeanine Mader, Steve Sauve, Wayne Edwards, Nicole Hebert, Jean Beck, Andrew Proulx, Robert Elrick, Lucie Goderre, Raymond Plourde, Frank Stacey and Blaine Kiley.

Comrade Gordon Kerluke called the meeting to order at 7:30 PM.

1. OPENING CEREMONIES AS PER LEGION RITUAL

Chairman:

- a. The meeting will come to order
- b. Comrades, please stand
- c. We will now sing "O Canada"
- d. 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 aide 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.
- e. 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)
- f. The Silence (Moment of Silence)
- g. 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

The Sgt-At-Arms' Comrade Stanley Horton reported attendance 24 of 29 Branch Officer's and Standing Committee Members were present as well as 57 general members.

Total in all 81 members present.

- (1) Branch Regulations shall make provision for one of the two formulas listed herewith to apply to all General, Special General and Annual Meetings. The quorum shall be either five (5) per cent of the total eligible Branch voting membership or twice the number of members present at the meeting from the Executive Committee plus one (1).
- (2) In cases where there are less than twenty (20) active Members, Branch Regulations may include a provision of a quorum for the aforementioned meetings by establishing a number greater than the total of the Executive Committee.

Comrade Sherri McInnis announced that this **did** constitute a quorum.

3. ELECTION:

ELECTION – Election Chairman Comrade Tim Blanchard

At this point the President introduced Comrade Tim Blanchard and handed over the Meeting to him as the Election Chairman.

Comrades Bob Cleroux, Stanley Horton and John Mogensen from the Rockland Branch were presented as the scrutineers for the election.

The Chairman began the election.

ELECTION RESULTS:

Order of Elections:

- a. President Comrade Raymond Plourde
- b. 1st Vice-President Comrade Joe McNulty
- c. 2nd Vice-President Comrade Dianne Higgins
- d. 3rd Vice-President Comrade Philip Miller
- e. Secretary Comrade Sherri McInnis
- f. Treasurer Comrade Rita Pitre
- a. Past President Comrade Gordon Kerluke
- g. Standing Committee Comrades Kim Levesque, Jeanine Mader, Jim Grant, Paul Larocque, Steve Sauve, Mac Casselman, Margo Tremblay, Wyn Fournier, Robert Patchett and Blaine Kiley.

INSTALLATIONS:

Installations took place immediately for the above positions in para 3.

4. MINUTES OF THE PREVIOUS GENERAL MEETING - Comrade Sherri McInnis

The minutes of the January General 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 General 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. GUEST SPEAKER

No guest speaker.

8. PRESIDENT'S REPORT - Comrade Gordon Kerluke

The Zone G5 Ladies Auxiliary Convention was attended by me and Comrade Frank Stacey, our Zone Commander, on April 14th.

The Employee Recognition Dinner on April 15th went very well with good planning and organization despite inclement weather. Thanks are in order to Comrades Pam, Nicky, Ron, Steve and Manon for the good planning and organization of the gathering.

9. 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 01 Mar 2018 to 31 Mar 2018

Sales: \$ 726.00 Total: \$ 726.00 Redeemed: \$ 652.00 Total: \$ -652.00

Profit: \$ 74.00

Balance in Nevada Trust Account as of 31 Mar 2018 - \$250.20

Bank Balance 31Mar 2018 \$1108.57 Total Funds on hand: \$1358.77

b. FINANCIAL STATEMENTS - Comrade June Smith

Bar and kitchen revenues for the month of March total \$21,057 and expenses \$6,037, for a bar and kitchen net income of \$15,020. Hall rentals for the month were \$1,501, membership \$1,032 and other revenues \$4,488. Other operating expenses for the month were \$18,957 resulting in a surplus for the month of \$3,084.

Year to date bar and kitchen revenue totals \$216,119, bar expenses \$85,330, resulting in a bar and kitchen net income to date \$130,789. Hall rentals to date are \$29,115, membership \$19,957, Branch events and other income totaled \$45,707. Total expenses excluding bar costs are \$19,342, resulting in a surplus to date of \$33,226.

As of the end of March the bank loan payable is \$243,322. The reconciled general account balance as of the end of March is \$13,048 and the savings account is \$16,494.

Statements attached at end of minutes.

Moved by Comrade June Smith and seconded by Comrade Jeanine Mader that the financial reports for March 2018 be accepted subject to audit.

CARRIED

- 10. 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

No report.

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

No report.

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 Gordon Kerluke and seconded by Comrade Joe McNulty that the reports of the committees under the President be accepted as presented.

CARRIED

- 11. REPORTS UNDER THE PAST PRESIDENT Comrade Marty Keates
- a. HONOURS AND AWARDS Comrade Marty Keates

Upcoming Awards Ceremonies will be held on 6th May 2018 at Branch 632:

- 11 AM Bursaries
- 1 PM Ladies Auxiliary Awards
- 2 PM Branch Awards
- b. FUTURE PLANNING AND ELECTIONS Comrade Marty Keates

No Report.

- 12. CHAIRPERSONS REPORTS UNDER THE 1st VICE-PRESIDENT Comrade Don Johns
- a. BAR OFFICER Comrade Wayne Edwards

No Report.

b. BURSARY – Comrade Jean Beck

27 applications were received, thanks to the assistance of Comrades Bill Duncan and Myriam Meagher they were screened on April 9. A list of the successful applicants was sent to Comrade Lucy Goderre to have the cheques prepared, and a list was sent to our Branch Secretary to prepare the T4A slips. Covering letters will be prepared for the Branch President's signature and the presentations will be made on May 6.

c. CADET LIAISON - Comrade Don Johns

No report.

d. INVENTORY - Comrade Paul Larocque

No report.

e. YOUTH EDUCATION – Comrade Jeanine Mader

No report.

Moved by Comrade Don Johns and seconded by Comrade Jeanine Mader that the reports under the 1ST Vice President be accepted as presented.

CARRIED

13. CHAIRPERSON REPORTS UNDER THE 2ND VICE-PRESIDENT – Comrade Pam Smith

a. BANNER – Comrade Marta Nuijten

Our next Banner will be published June 15th, 2018. Comrade Marty Keates and I would greatly appreciate all written and photographic materials by May 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.

For those people who are taking pictures with your phones please ensure that pictures are taken with a high resolution to allow for the best printed copies of the Banner.

b. KITCHEN - Comrade Pam Smith

Comrade Pam Smith advised the meeting that the Executive Committee had decided to invoke the 60-day cancellation clause and to serve notice to Peter Loan Catering his relationship with the Legion would cease at the end of the notice period. There was no discussion on this item.

c. LA LIASON - Comrade Andrew Proulx

No report.

d. PUBLIC RELATIONS - Comrade Jean Beck

Branch activities are regularly sent to our local paper, which only publishes bi-weekly and our larger activities are sent to the Ottawa Citizen which will publish for free every 7 weeks.

e. SPECIAL EVENTS – Comrade Pam Smith

No report.

f. ENTERTAINMENT – Comrade Mac Casselman

APRIL 20, CLASSICS
APRIL 27, SHERRI HARDING
MAY 4, DEBBY McCann
MAY 11, SHERRI HARDING
MAY 18, FIRST CHOICE
MAY 2, NOSTALGIA
JUNE 1, LAUREN HALL
JUNE 8, CLASSICS
JUNE 15, GOOD TIME BAND

g. SPORTS – Comrade Steve Sauve

Upcoming Events:

Horseshoes: Meeting 25th April 2018 7PM

Ladies Memorial (Bunny) Golf Tournament - May 17, 2018

Mixed Golf Tournament - June 21, 2018

Moved by Comrade Pam Smith and seconded by Comrade Jim Grant that the reports under the 2nd Vice-President be accepted as presented.

CARRIED

- 14. CHAIRPERSON REPORTS UNDER THE 3rd VICE-PRESIDENT Comrade Ron Bradimore
- a. MEMBERSHIP Comrade Kim Levesque

No report.

b. VOLUNTEER COORDINATOR - Comrade Len MacPherson

No report.

c. HOSPITAL VISITING - Comrade Dianne Higgins

No report.

d. VETERANS AND AGING - Comrade Gordon Kerluke

Copies of the March issue of the Banner have been delivered to the contact persons at the 13 Orleans Retirement Facilities. Comrade Jeanine Mader has arranged for the Rangers to assist at the Perley Bingo on May 2nd. Comrade Gord Atkinson and his group will entertain at the Pub Night on May 16th. These two events will complete the Veterans & Aging activities for 2018.

e. LEGION SENIORS - Comrade Robert (Bob) Elrick

No report.

Moved by Comrade Ron Bradimore and seconded by Comrade Maria McNulty that the reports under the 3rd Vice President be accepted as presented.

CARRIED

15. MOTIONS, GENERAL AND NEW BUSINESS

Motions:

1. Motion to give Mr. Russ Taylor a Friendship Award. Mr. Taylor was the paralegal who handled the pro bono work on the alleged failure on the part of the Legion to ensure compliance with the Smoke Free Ontario Act.

Moved by Comrade Marty Keates and seconded by Comrade Gordon Kerluke that the motion be carried.

CARRIED

2. A motion that the sum not to exceed \$438.00 from the Nevada Funds be approved for our share of the Zone 5 Youth Program.

Moved by Comrade Jim Grant and seconded by Comrade Blaine Kiley that the motion be carried.

CARRIED

16. MOTION FOR ADJOURNMENT:

Moved by Comrade Gordon Kerluke and seconded by Comrade Dianne Higgins that the meeting be adjourned.

CARRIED

17. CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 8:45 PM.

Chairman:

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

<u>Members:</u>

c. Lord God of Hosts,

Be with us yet,

Lest we forget,

Lest we forget.

Chairman:

- d. We will now sing "God Save the Queen"
- e. I now declare this meeting closed.

Amended May 2015

Gordon Kerluke President

Secretary

Voting Elected Members:

Jung Liet	teu Mellibers:	
1	President/Veterans and Aging - Gordon Kerluke	P
2	1st Vice/Cadets Liaison – Don Johns	P
3	2nd Vice/Kitchen – Pam Smith	P
4	3rd Vice - Ron Bradimore	Р
5	Treasurer - June Smith	Р
6	Secretary – Sherri McInnis	Р
7	Past President/Future Planning and Elections/Honours and Awards - Marty Keates	P
8	Entertainment – Mac Casselman	P
9	Hospital Visiting – Dianne Higgins	Р
10	Inventory - Paul Larocque	Р
11	Membership - Kim Levesque	P
12	Nevada - Jim Grant	Р
13	Poppy Chair – Barb Johns	P
14	Special Events- TBD	
15	Volunteer Coordinator - Len MacPherson	A
16	Youth Education – Jeanine Mader	P
17	Sports - Steve Sauve	P
on-Voting	Members	

1	Banner – Marta Nuijten	EX
2	Bar Officer - Wayne Edwards	P
3	Branch Manager - Nicole Hebert	P
4	Bursaries/Public Relations - Jean Beck	P
5	Ladies Auxiliary – Valerie Cyr	EX
6	LA Liaison - Andrew Proulx	P
7	Legion Seniors - Robert (Bob) Elrick	P
8	Poppy Trust - Lucie Goderre	P
9	Service Officer – Doc Hopper	EX
10	Sgt-at-arms – Raymond Plourde	P
11	Service Officer/Memorial Walk - Frank Stacey	P
12	Constitution and By-Laws – Blaine Kiley	P

ROYAL CANADIAN LEGION ORLEANS

Balance Sheet As at 31/03/2018

ASSET		
CURRENT ASSETS		
Cash On Hand	10,153.44	
Scotia Bank General	13,047.79	
Scotia Bank Allocated	23,650.09	
Scotia Bank Savings	16,493.67	
Change Floats	1,682.00	
Cash: Total		65,026.99
GST/HST Paid And Recoverable	е	1,879.83
Inventory Bar		15,360.12
Op Inv Legion Articles		520.25
Prepaid Expenses		1,010.32
TOTAL CURRENT ASSETS		83,797.51
Fixed Assets		
Land		75,075.00
Building	1,744,180.48	
Acc Depreciation on Building	_1,142,450.40	r
Net Building		601,730.08
Adjacent Lot		107,001.50
Bar & Kitchen Equipment	18,564.10	
Acc Dep Bar & Kitchen Equi	-9,695.46	
Net Bar & Kitchen Equipmen	40.000.00	8,868.64
Furniture & Fixtures	10,892.83	
Acc Dep - Furn. & Fixtures	-4,647.32	0.045.54
Net Furniture & Fixtures	4 450 00	6,245.51
Computer Equipment	1,450.00	
Acc.Dep-Computer Equipment	-1,097.50	250.50
Net Computer Equipment		352.50
Total Fixed Assets		799,273.23
TOTAL ASSET		883,070.74
	1	

LIABILITY

CURRENT LIABILITIES	
Memorial Walk	31.13
Payable To Nevada Fund	250.20
Other Payable	454.05
Club 200	400.00
Cribbage Payable	2,500.00
Mens Darts Payable	3,509.00
Mix Darts Payable	7,946.75
RCAF Dinner	4,744.68
GST/HST Payable	2,961.92
Accounts Payable	56.50
Command -Capital Tax Payable	4,157.13
Unearned Hall Rentals	4,678.35
Vacation Payable - Payroll	5,393.48
Vacation Payble - adjusted	-3,650.01
El Payable 313.88	
CPP Payable 555.72	
Income Tax Payable 1,010.63	
Receiver General Payable	1,880.23
WSIB Payable	200.15
Accrued Expenses	3,094.96
TOTAL CURRENT LIABILITIES	38,608.52
LONG TERM LIABILITIES	
Loan Payable	243,322.48
Total LongTerm Liabilities	243,322.48
Deferred Contributions	
Deferred contribution capital asset	71,126.16
Total Deferred Contributions	71,126.16
TOTAL LIABILITY	353,057.16
EQUITY	
EARNINGS	
Retained Earnings	496,697.91
Current Earnings	33,225.54
TOTAL EARNINGS	529,923.45
TOTAL FOLITY	E20 022 4E
TOTAL EQUITY	529,923.45
LIABILITIES AND EQUITY	882,980.61

ROYAL CANADIAN LEGION ORLEANS

Comparative	Income	Statement
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Comparative income Statement	March 2018	March 2017	YTD March 2018	YTD March 2017
REVENUE				
BAR & KITCHEN REVENUE				
Beer/Liq Sales	19,150.55	19,397.22	195,930.59	213,786.31
Snack Sales	1,620.30	1,562.79	14,255.39	14,222.46
Corkage	0.00	80.00	136.00	260.00
Kitchen Income	200.00	571.68	5,186.43	4,973.36
Coffee	86.50	94.15	610.45	766.73
Total Bar & Kitchen Revenue	21,057.35	21,705.84	216,118.86	234,008.86
RENTAL INCOME				
Hall Rentals	1,201.99	1,676.73	23,736.27	23,856.50
Hall Rentals - Bartender Recovery	299.50	120.00	5,029.00	3,817.50
Storage - Poppy	0.00	0.00	350.00	0.00
Total Hall Revenue	1,501.49	1,796.73	29,115.27	27,674.00
VENDING REVENUE				
Branch Pool Table	62.00	133.00	887.00	1,235.00
Branch Snooker Table	70.00	135.00	679.00	994.00
Total Vending Revenue	132.00	268.00	1,566.00	2,229.00
BRANCH EVENTS INCOME				
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	0.00	0.00	940.93	1,075.00
St. Patrick's Day	26.75	82.00	0.00	82.00
New Year's Eve	0.00	0.00	1,368.50	1,383.37
Total Branch Events Income	26.75	82.00	11,365.78	12,003.44
MEMBERSHIPS			40.000	10 = 10 00
Membership Dues	1,032.00	1,000.00	19,956.71	19,548.60
Net Memberships	1,032.00	1,000.00	19,956.71	19,548.60
OTHER REVENUE				
Banner Advertising	0.00	0.00	0.00	432.00
Banner Revenue	0.00	0.00	10.00	0.00
Sale Legion Articles	0.00	0.00	438.02	346.62
Cost of Sales - Leg Art	0.00	0.00	-319.57	-1,832.25
Net Sales	0.00	0.00	118.45	-1,485.63
ATM Revenue	99.00	109.50	1,367.00	1,140.00
Sports Revenue	260.00	0.00	810.00	380.00 4,841.6
Fundraising Events	370.00	0.00	4,790.00	0.00
Saturday Breakfast Revenue	479.00	0.00	2,263.00 2,834.00	1,097.80
Conventions	0.00 2,696.00	0.00	15,709.30	14,228.00
Facilities Usage Fee Income	10.00	2,231.00 27.50	1,141.32	493.5
Misc. Revenue	414.75	15.50	3,731.84	4,585.9
Donations Total Other Revenue	4,328.75	2,383.50	32,774.91	25,713.28
				321,177.18
TOTAL REVENUE EXPENSE	28,078.34	27,236.07	310,897.53	321,177.10
BAR EXPENSES Beer/Liq Purchases	6,465.32	7,579.50	80,279.24	83,997.2
Snack Purchases	387.98	512.22	3,441.50	4,411.78
Inventory Use	-908.58	-338.37	-2,822.63	-2,678.4
Bar & Kitchen Supplies	42.69	25.07	1,542.62	976.5
Kitchen/Bar Equipment Maintenance	50.00	290.00	2,888.93	770.2

Total Bar Expenses	6,037.41	8,068,42	85,329.66	87,477.36
Total Bar Expenses	0,037.41	6,000.42	00,029.00	07,477.30
UTILITIES				
Hydro	1,747.01	2,836.08	18,806.53	24,766.44
Gas & Heat	1,288.73	1,350.61	8,698.84	6,705.13
Telephone	654.82	150.50	4,149.03	3,375.33
Water	289.59	714.76	3,251.30	3,192.98
Television Network	78.98	78.98	789.80	708.64
Total Utilities	4,059.13	5,130.93	35,695.50	38,748.52
WAGES & EMPLOYEE BENEFITS				
Wages	8,224.24	7,477.20	86,151.86	71,331.26
El Expense	183.10	173.14	1,977.32	1,838.22
CPP Expense	277.86	254.04	3,063.28	2,472.37
WSIB Expense	59.08	59.95	669.08	577.44
Total Wages	8,744.28	7,964.33	91,861.54	76,219.29
OFFICE EXPENSES				
Office Expenses	0.00	170.43	2,667.85	1,627.57
Printing	0.00	0.00	608.00	705.80
Postage	0.00	0.00	110.35	16.15
Licences	255.00	249.00	255.00	249.00
Courier Services	0.00	0.00	0.00	32.80
Furniture & Equipment	0.00	0.00	111.77	0.00
Equipment Lease	0.00	0.00	777.78	1,456.12
Total Office Expenses	255.00	419.43	4,530.75	4,087.44
BUILDING EXPENSES				
Building Maintenance & Repairs	707.55	266.97	8,246.72	5,058.43
Cleaning Supplies	0.00	0.00	2,927.04	4,608.65
Waste Removal	216.66	213.24	2,412.60	1,983.18
Ground Maintenance	1,680.00	1,280.00	14,565.00	15,605.00
Security Services	102.09	0.00	903.75	1,043.88
Building Cleaning	19.55	0.00	99.55	16,272.41
Hall Setup	-300.00	-150.00	-3,177.75	-170.00
Insurance	803.84	768.71	8,047.12	8,208.70
Furniture & Equipment Maint	0.00	215.12	79.98	374.55
Convention Expenses	0.00	0.00	1,469.56	0.00
Total Building Expenses	3,229.69	2,594.04	35,573.57	52,984.80
OTHER EXPENSES				
Other Branch Events	0.00	0.00	374.13	0.00
Bank Charges	241.29	529.58	3,320.63	3,641.57
Interest Expense	0.00	0.00	0.00	619.55
Loan Interest	1,117.77	1,072.35	11,878.71	12,036.73
Branch Functions	0.00	240.00	400.00	240.00
Legion Articles	0.00	0.00	46.00	588.25
Misc Expense	0.00	0.00	0.00	11.00
Hall Rental Refund	0.00	0.00	0.00	100.00
Professional Fees	0.00	0.00	350.00	300.00
Entertainment Expenses	950.00	1,125.00	7,351.50	9,075.00
Sports Expenses	360.00	250.00	960.00	1,080.00
Total Other Expenses	2,669.06	3,216.93	24,680.97	27,692.10
TOTAL EXPENSE	24,994.57	27,394.08	277,671.99	287,209.51
NET INCOME	3,083.77	-158.01	33,225.54	33,967.67