Royal Canadian Legion Branch 632 Orleans GENERAL MEMBERSHIP MEETING MINUTES

June 20th, 2023

OPENING CEREMONIES

The President conducted the Opening Ceremony as per the Legion Protocol.

CALL TO ORDER

Comrade Wyn Fournier called the meeting to order at 7:33PM.

ROLL CALL

Comrade André Fournier and Kim Levesque took attendance.

The roll counts 6 of the Branch Officers and elected Standing Committee members and 13 branch members with a total of 19 Present.

This **does** constitute a quorum.

MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Lucie Lafontaine

The minutes of the June 9th, 2023 Executive Committee Members Meetings will be shared, and all corrections and amendments were completed. Those minutes will be in the Correspondence Binder. They will be posted on the Branch Website.

Moved by Comrade Lucie Lafontaine and seconded by Comrade Jeannine Mader that the minutes from the June 13th meeting be accepted as presented. CARRIED

BUSINESS ARISING FROM THE PREVIOUS MEETINGS

CORRESPONDENCE

All items have been forwarded to the Senior Executives via Branch email or sent to the members via Broadcast emails. A copy is kept in the Correspondence Binder.

DEVIATION

There was no deviation to the scheduled agenda.

REPORTS

President's Report - Comrade Wyn Fournier

First, thank you to everyone who came out to the Election GM in April and cast a vote. I am honoured that you placed your trust in me to continue as your President. I pledge to do the best job I can to move our Legion into a better business position so that we are here for many more years to come.

Thank you to the 6 volunteers who came out to help with the Spring Cleaning day at the end of May. We were small in numbers, but we accomplished a great deal!

One of our long-time bartenders, Kristina, was in a serious car accident 3 weeks ago. She will recover, but it will be a long process. There is a Go Fund Me that was started by one of her children. Information is available at the bar.

I'm pleased to announce that the new website is now "live", at the same web address as the old one. Thank you to the team that worked with me over the last several weeks and attended extra meetings! Please check it out and send your feedback to the webmaster. rcl632orleanswebmaster@gmail.com

We will be re-starting the Branch Development Planning process. The Sr Executive will be leading this, and we intend to get started over the summer to set us up for the fall. If you are interested in participating in this project, send me an email with your contact information.

We urgently need to form a fundraising committee who will work under the Lottery Chair (formerly Nevada Chair). This team will plan and execute larger fundraising events (ie: large lotteries like Chase the Ace, or other events/activities that are geared to raising money not just entertaining) to help fill our coffers so that we can address maintenance issues without fear of not being able to pay the regular monthly bills. If you are interested in this, let Jim Grant know. rcl632orleansnevada@gmail.com

I wish everyone a wonderful summer! We will be back, refreshed and ready to work in September.

Treasurer's Report - Comrade Wyn Fournier

Mona Robillard has accepted the position of Treasurer. She still is familiarizing herself with our accounting therefore there is no financial report at this time. She will be able to give an accurate report in September. Rita, a previous Treasurer, will be available for Mona should she have questions.

CHAIRPERSON REPORTS UNDER THE PRESIDENT - Comrade Wyn Fournier Sergeant-at-Arms - Comrade André Fournier

Legion Tribute:

Name: Phil Whitehead

Service: Canadian Army, RCEME

Date and time: 02 June 2023, 1330 hrs

Place: 632 Branch downstairs

Officiating: Branch President Wyn Fournier

Approximately 35 Legion members in attendance

Internment

Name: Jean Claude Boily

Service: Canadian Army Reserves, RCMP

Date & Time: 02 Jun 2023, 1500 hrs

Place: Beechwood National Military Cemetery

Attended by - President Wyn Fournier & Sgt at Arms André Fournier

Service Officer - Kevin Piccott

Working on 15 new Claims of which 3 were from this week.

Ladies Auxiliary - Wendy Fortier

No Report

Kitchen Operations - Comrade Wyn Fournier

The revised Caterer contract came into effect as of 1 Jun 2023.

Bar Officer - Comrade Wayne Edwards

An inventory of bar stock was conducted on 1 June 2023. Subsequently a report has been formulated and submitted to the President for furtherance. This concludes the reports for the past fiscal year.

Housing - Comrade Garth Mader via email

Going forward Garth will be part-time working with Derek Bélanger on the housing portfolio. The wall near the kitchen is partially completed. Still primer, paint and replacing the decorative wood to be done.

Moved by Comrade Wyn Fournier and seconded by Comrade Paul Larocque that the reports of the committees under the President be accepted as presented. CARRIED

REPORTS UNDER THE PAST PRESIDENT - Comrade Joe McNulty

No report

CHAIRPERSON REPORTS UNDER THE 1ST VICE-PRES. – Comrade Peter Walsh

Remembrance

No report.

Poppy Chair - Comrade Richard Guitar

No Report.

Poppy Trust Fund - Comrade Lucie Goderre

No Report

Bursary - Comrade Daunette Tucker

No Report

Constitution, By-Laws and Training - Blaine Kiley

No Report

Hospital Visits - Comrade Jeanine Mader

No Report

Youth Education - Comrade Jeanine Mader

No Report

Moved by Comrade Peter Walsh and seconded by Comrade Garth Mader that the reports under the 1^{ST} Vice President be accepted as presented. CARRIED

CHAIRPERSON REPORTS UNDER THE 2^{ND} VICE-PRES – Comrade Jeanine Mader

Public Relations- Comrade Joyce Bisson

June 30th - Friday Dinner and Dance is moved to Saturday July 1st.

Canada Day --dinner and dance on Saturday July 1st

- Celebrations start at 11am to 9:30pm Lunch and Live Music from 11-4pm
- Dinner and Dance from 5pm to 9:30pm
- See Website for more details.

New Facebook page is up and running. Look for: Legion Branch 632 - Orléans.

Veterans 65+ - Comrade Kevin Picott

No Report

Seniors - Comrade Cathy Stoddard

Cathy met with Bob Elrich for a transition of Bob's files and past initiatives.

Lottery – Comrade James Grant

The Nevada licence expired in April- Not worth renewing. We may be able to sell the machine which is ours: It requires a retrofit to work with the new system.

The Lottery is transitioning to a fundraising committee to help raise money for the Legion. Jim will be trying to get a committee together to lead events like chase the ace to help draw people to the Legion and raise funds.

Membership and Volunteer Co-Ord - Comrade Kim Levesque

New Members

Beverley Brimble (AS) Paul Martin (OR)

Brian Brimble (AV) Heather Thomsen (AS)

Jeff Church (OR)

Transfers

Deceased Members Since The Previous Meeting

Jean Perron (AS) Louis Pilon

Phil Whitehead

Next Welcome Ceremony will be: September 30th

Volunteer Report- Comrade Kim Levesque

No Report

Entertainment and Special Events - Comrade Tim Parsons

No Report

Moved by Comrade Wyn Fournier and seconded by Comrade Richard Guitar that the reports under the 2nd Vice-President be accepted as presented. **CARRIED**

CHAIRPERSONS REPORTS UNDER THE 3rd VICE-PRESIDENT – Comrade Joyce Bisson

Honours and Awards - Comrade Marty Keates

No Report

Memorial Walk -

No Report

Banner - Comrade Marta Nuijten and Comrade Marty Keates

The next Banner will be published towards the end of June.

Sports – Comrade Joe Miedema

Mike Allison has agreed to take on the job of organizing a Golf tournament for the Legion.

Cadet Liaison - Comrade Guy Roy

No Report

Asset Inventory - Comrade Mark Cimon

No Report

Website

We have had over 1500 page views in the first 10 days on the new site - nearly 50% of those were on a mobile device. We normally get 1100-1200/month

Leadership and Resourcing - Comrade Marty Keates

No Report

Moved by Comrade Joyce Bisson and seconded by Comrade Sandy McQuarrie that the reports under the 3rd Vice President be accepted as presented. CARRIED

GENERAL AND NEW BUSINESS

Financial Review Committee

Moved by Wyn Fournier and seconded by Kevin Picott that the financial review committee of Bill Stinson, John Fink, and Ginette Genest be approved for the Fiscal year 2023-24. CARRIED

Voted into Positions

Motion to appoint Mona Robillard to the position of Treasurer

Moved by Wyn Fournier and seconded by Richard Guitar that Mona Robillard be appointed to the position of Treasurer. CARRIED

Motion to appoint Joe Miedema to the position of Sports Chair

Moved by Wyn Fournier and seconded by André Fournier that Joe Miedema be appointed to the position of Sports Chair. **CARRIED**

Branch Administrator's Computer Upgrade

The Office computer used by Melanie needs to be upgraded to run necessary programs like Sage. At this time it often freezes and lacks memory space. An estimate of approximately 203,40\$ was received to upgrade the computer.

Moved by Wyn Fournier and seconded by Pat Coté that the Branch Administrator's computer be upgraded for the cost of no more than \$250.00. CARRIED

Legion Network System

- The Networking System we currently have was installed by Chromo Business Solutions in Nov 2021, at a cost of almost \$7500. It appears that this contract was entered into without approval by the Legion members as there is no indication in any minutes of a vote to spend the money. There is one mention in the 12 Oct 2021 ECM minutes that the Sr Executive was "currently looking at replacing our phone system, internet, etc. This is the price of doing business", without any discussion or further details given. The contract was signed 2 weeks later.
- This was discussed with the Zone Commander as it does not follow Legion protocol for large purchases. He advised me that we could legally pursue recovering the money, however that would result in a large cost. The Zone Commander suggested that we let it go, and that the members needed to be advised at the next GM of what had transpired.
- In light of the potential costs of trying to recover the money, the Sr Executive agreed that it was not in our best interests to pursue that avenue.
- Currently, on 26 May, Bell was called in to see if they could fix the issues with the TVs freezing. The person who came in was unable to fix the issue and whatever they did caused a loss of the WIFI. They noted that the Networking System we had seemed to be the root of the issue.
- On the morning of 29 May, an attempt to call Chromo using the toll free number on the paperwork ended with a recorded announcement to call a suspicious phone number (#2030) and the information that this call would cost \$4.99. An email was sent to the business that same morning asking for them to contact us as there was a problem.
- 29 May Bell was called in again, and was still unable to fix it. The new Sports O (Joe Miedema) was in the building and identified himself as having an IT business. He offered to help with the situation. He worked with the Bell person to put a workaround in place. This workaround includes the loan of equipment from Joe, which has given us access to WIFI temporarily. Joe also asked if he could take some pieces of the networking system home to see if he could factory reset it and get it working again. Unfortunately, he was not successful as it runs off a different licence than he has access to.
- On 1 Jun Chromo answered the email, and a meeting was set with him for 6 Jun. Joe was asked to also attend the meeting so that he could talk Tech language with the person.
- At that meeting, Marwan from Chromo indicated that certain parts of the system needed to be reconfigured, and he took them home to work on them.
- 9 Jun, Chromo emailed an estimate for the work he said would need to be done to make our system work properly. This estimate was for \$876. I sent this to Joe to ask him to look it over and see if it was reasonable.
- Joe replied to me the same day that Chromo seemed to be overcharging for the labour costs as well as adding on a piece of equipment that, according to the original invoice for installation, had already been installed. When Joe was working with the Bell service provider to arrange for the temporary WIFI, he did not see that piece of equipment in the building. He thinks we may have paid for something we do not actually have, and this piece of equipment is something that would likely have provided more stable WIFI than we have experienced for the last 18 months.
- On 9 Jun, I asked Joe to be the contact with Marwan at Chromo as he has the expertise to ensure that we are getting what we should be getting. He has attempted to contact Marwan, leaving 2 different voice mails since 9 Jun. He has not yet been called back.
- 13 Jun Joe was asked to email Marwan with a cc to the President with another attempt to set up a meeting. Joe will address the missing piece of equipment and see if Marwan will give Joe the reset pieces for Joe to reinstall them. Marwan is also supposed to give Joe all

the necessary passwords and codes that would allow Joe to maintain the equipment and ensure it's working properly.

- Until the access to the Network is restored, Joe will leave his loaned equipment in place.

Wyn is working on securing a sponsor to pay for replacing the current Network system. She asked that the membership approve replacing the current Networking System for the cost of no more than \$3000.00, if no sponsor can be secured.

Moved by Ray Plourde and seconded by André Fournier that the Senior Executives be permitted to spend no more than 3000\$ to replace the existing networking system if no sponsor can be secured. CARRIED

Fall District Convention- October 20-22nd 2023

Wyn accepted a request for the Branch to host the District G Fall Convention to replace another Legion that could not continue to host the convention.

Looking for the Following positions to be filled

- Oversee Set-up and Tear down of rooms both at the Legion and one other location. Multiple setups throughout the weekend
- Hospitality chair- 250 swag bags to be filled and door prizes to be solicited from local businesses.
- Transportation Chair 3 7-passenger vans have been secured from Myers Otleans. Organization of drivers and a transportation schedule are needed.
- Champagne Breakfast Chair special breakfast for spouses + activity

Information about the Fall Convention can be found on the GDrive- Common Files-Convention Folder- 2023

Wyn must send Convention planning documents to District by the first week of July for approval. Filling the spots is urgent. If you are interested in participating, please contact her ASAP.

FROM THE FLOOR

Sandy McQuarrie suggested that documents pertaining to the General Meeting be made available ahead of time for review by the members. This would allow for preparation of questions regarding complex items like the Network System. He also suggested the Bar inventory be added to the POS system.

The Senior Executive will take his suggestions under advisement.

ADJOURNMENT:

Moved by Comrade Ray Plourde and seconded by Comrade Mike Alison that the meeting be adjourned. <u>CARRIED</u>

CLOSING CEREMONY

The meeting was adjourned with the closing ceremony at 8:29 p.m.

Comrade Lucie Lafontaine Secretary

Comrade Wyn Fournier President

Attachments

Annex A – Attendance

Annex A – Attendance Sheet - Voting Elected Members

	1		Remembrance Day Activities/Hospital Visiting	Р
Senior Executive S Elected		President – Wyn Fournier	· · · · · ·	
	2	1st Vice – Peter Walsh	Kitchen Operations	EX
	3	2nd Vice – Jeanine Mader	Youth Education/Hospital Visiting	Р
	4	3rd Vice – Joyce Bisson		Р
	5	Treasurer – Mona Robillard		EX
	6	Secretary – Lucie Lafontaine		Р
	7	Past President – Joe McNulty	Future Planning and Elections	EX
Standing Elected Committe e	8	Richard Guitar	Poppy Chair	Р
	9	Kim Levesque	Membership/Volunteer Coordinator	EX
	10	Jim Grant	Lottery	EX
	11	Marty Keates	Honours and Awards & Leadership Development/Banner	EX
	12	Tim Parsons	Entertainment	EX
	13	Lucie Goderre	Poppy Trust	EX
	14	Kevin Piccott	Legion Seniors/Veterans and Aging	EX
Appointed- Members	15	Sgt-at-Arms	Andre Fournier	Р
	17	Housing	Garth Mader /Derek Bélanger	EX
	18	Constitution and By-Laws	Blaine Kiley	EX
	19	Bar Officer	Wayne Edwards	EX
	20	Asset Inventory	Mark Cimon	EX
	21	Bursary	Daunett Tucker	А
	22	Sports	Joe Miedema	EX
	23	Ladies Auxiliary	Wendy Fortier	EX
	24			
Ex Officio Members	25	Branch Administrator	Melanie Delorme	EX
	26	Banner –	Marta Nuijten	EX
	27	Branch Padre	Bill Reggler	EX