

**The Royal Canadian Legion  
Branch 632 (Orleans)  
General Members Meeting Minutes  
January 23<sup>rd</sup> 2024**

**OPENING CEREMONIES**

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

**LAND ACKNOWLEDGEMENT**

**CALL TO ORDER**

Comrade Wyn Fournier called the meeting to order at 7:35 PM.

**LAND ACKNOWLEDGEMENT**

**ROLL CALL**

Comrade André Fournier and Kim Levesque took attendance

The roll counts 7 of the 15 Branch Officers and elected Standing Committee and 43 members were present with a total of 50 Present.

This DOES constitute a quorum.

**DEVIATION**

There were no deviations requested to the published agenda.

**MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Lucie Lafontaine**

The minutes of the 19 September 2023 General Members Meeting were shared, and all corrections and amendments were completed. Those minutes are now in the Correspondence Binder and should be posted on the Branch Website.

*Moved by Comrade Lucie Lafontaine and seconded by Comrade Shelly Yerburch that the minutes from the Sept 19th 2023 meeting be accepted as presented. CARRIED*

**BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

Peter Mayer installation as treasurer complete Nov 2023 SEM Mtg

Kevin Picott installation as 2<sup>nd</sup> Vice complete Nov 2023 SEM Mtg

**CORRESPONDENCE-- Comrade Lucie Lafontaine**

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

**PRESIDENT'S REPORT – Comrade Wyn Fournier**

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I hope everyone had a great holiday season despite it being green this year. Of course, Mother Nature is more than making up for the lack of snow in December. Hopefully everyone is staying warm! We have had a lot go on since the last General Meeting:

**October Convention**

- Very successful and brought \$8700 into the branch. Thanks to all who helped out.

**New Branch Administrator**

- We hired Kate Cunning, who started on 16 Oct 2023. She is a good addition to the staff. Unfortunately, she has been off for medical reasons since 3 Dec. She is recovering well, and we hope she will be able to return by the end of Feb. While she is absent, June Smith continues to take care of the bookkeeping and paying the bills, while I take care of the emails and other admin functions, and Kevin takes on opening the building and doing a walk-around to ensure it's ready for members.

**New Cleaners**

- Stratus Cleaning was awarded a 2 year contract to clean our building as of 15 Oct 2023. They are in the building on Wednesday, Friday and Sunday evenings. The company is very responsive to feedback and committed to working with us to meet our expectations. If anyone has any issues with the cleanliness of the building, it is important that you send the date and the details of the problem to the Branch Administrator. We cannot resolve any issues without this.

**Door Project**

- Ambico is the company chosen to complete the project. The doors were ordered in late October. Once they arrive, the installation will be scheduled. I anticipate the installation to happen in March/April. Please be aware that during the installation there will be a lot of noise in the building for 2-3 weeks. Please have patience when this happens. .

**Club 200**

- We brought back the Club 200 this year as a way to raise funds to pay for a new Point of Sale (POS) system for both bars. It's critical that we replace it before it fails completely. Our current system is over 20 years old and is on its last legs as it runs on Windows XP and we cannot update it any longer. The approximate cost of a replacement system is \$2500, and will require a \$350/year fee to allow it to be serviced remotely.
- Club 200 provides 200 numbers available at \$30 each, resulting in \$3000 to the Legion for the POS system and \$3000 for prizes over 24 separate draws. All numbers are eligible for all draws. There are still approx 85 numbers left to sell. Please share the information with your friends and neighbours. You do not have to be a member to participate in the raffle.
- Draws will not happen until all 200 numbers are sold.

**President's Draw**

- The draw was held on Saturday 16 Dec starting at 2pm, with numerous \$50 gift cards for groceries and gas given out as well as 4 cash prizes from last minute ticket sales. We combined the draw date with the LA bake sale as well as the breakfast, which turned out to be a very good combination of activities and brought a lot of people into the branch for the afternoon. We will continue to have this on a Saturday in the future.

**Veteran Dinner**

- Held on 4 Nov 2023 with good attendance. There has been some confusion about the ticket prices. The Poppy Fund is able to provide \$35/Veteran & spouse or caregiver ONCE per calendar year to subsidize attending an event at the Legion. We hold TWO dinners - the RCAF dinner in April put on by

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410 Wing, and the Veteran dinner in November put on by the Sr Exec. The November dinner prices are set by the caterer, and we add \$5/person to help pay for the entertainment. If you use your subsidy in April to attend the RCAF dinner, you are not able to use it again for November and must pay full price. This is not Branch policy, it is Poppy Fund policy as set by ON Comd.

**Branch Development Process**

- This has commenced with a focus on the Hall Rental process and bar sales, as these two things are our main sources of income. We are looking at all angles of how to increase our revenue so that we can create a realistic budget for 2024.

**New Year's Levee**

- Was a success with approx 50-60 people attending throughout the event. There was a light lunch provided along with Moosemilk.

**Superbowl Sunday:**

- We are hosting a superbowl Sunday on 11 Feb, with Ron providing a finger food menu and Shaun putting on a beer special. The posters went up today.

**TREASURER REPORT – Comrade Wyn Fournier for Comrade Pierre Mayer**

See Annex B

A comment from the floor requested that the financial reports be available to the members prior to the meeting. This will allow time to review the report.

The December 31, 2023 Financial statements have been attached to the agenda, as well as some copies have been distributed. These statements can not be compared with the financials for the same period for the prior year as there were not any statements done last year. As such, they have been compared to both the November 30, 2023 statements, as well as the May 31, 2023 year end statements.

So as expected at this time of year, our net income has increased since the last report on November 30th. The net income as of December 31, 2023 does show a loss of approximately \$12k, but after an adjustment for capitalization not yet recorded is actually a \$10.5k profit.

- The capitalization that is needed is for a \$23k payment for the new doors. This expense is to be capitalized and expensed over 10 years. A corresponding revenue amount is being amortized over this same 10-year period. These capitalization entries are not done until our fiscal year end which is May 31st.

So overall our net income is steadily increasing and is a positive now as compared to the prior year end. There may still be some minor accounting minor changes made, but we will still be in a positive position.

***Moved by Comrade Wyn Fournier and seconded by Comrade Richard Guitar that the financial report be accepted as presented subject to clarification about 'capitalization'. CARRIED***

**CHAIRPERSON REPORTS UNDER THE PRESIDENT - Comrade Wyn Fournier**

**Sergeant-at-Arms – Comrade André Fournier**

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Upcoming Tribute:

Who: Tom Hendrican, RCAF

When: Saturday, 27 January, 2024

Where: RCL 632 Branch upstairs

Legion dress

Tribute timing TO BE CONFIRMED.

Meet in the area of the pool tables at TBC, 15 minutes prior to Tribute start time.

**Service Officer – Kevin Piccott**

For the minutes, I have:

5 x files in initial stages;

2 x files with VAC; and

2 x files being supported with filling out the QOL questionnaire.

**Webmaster – Comrade Marty Keates**

No report

**Ladies Auxiliary – Wendy Fortier**

I'm happy to report that we have had a successful 2023 and are looking forward to this new year. First and foremost, we are still here – now with 2 new members. And I think it's fair to say we have enjoyed ourselves and we have been able to fulfill our objective to support our Branch.

In December we had our Christmas Party which everyone enjoyed and then our Bake Sale – I think this was our most successful bake sale that I can recall – we made a profit of almost \$1000. A fair bit of that money was due to the raffle for the beautiful gift baskets that Kim Levesque donated to us, so many, many thanks to Kim. And our fruitcake sales were very successful and profitable for us.

As a result, we have a healthy bank. We are happy to give a cheque for \$2000 to the Branch to be used for stripping and waxing the floor in the lower hall. We know you are also concerned about the state of the upstairs men's washroom, and we still have some funds if needed.

And this year, February will be the 40<sup>th</sup> Anniversary of the Orleans Branch 632 Ladies Auxiliary. We will celebrate together. Look for pictures on the board in the hall.

Your Ladies Auxiliary.

**Kitchen Operations – Comrade Wyn Fournier**

No report.

**Bar Officer – Comrade Wayne Edwards**

No report.

**Housing –**

We do not have a Housing Chair and desperately need one.

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***Moved by Comrade Wyn Fournier and seconded by Comrade Richard Guitar that the Reports under the President be accepted as presented CARRIED***

**CHAIRPERSON REPORTS UNDER THE 1st VICE-PRESIDENT – Comrade Wyn Fournier for Jeanine Mader**

**Remembrance**

No report.

**Poppy Chair – Comrade Richard Guitar**

Annex C

**Poppy Trust Fund – Comrade Lucie Goderre**

No report

**Bursary – Comrade Daunette Tucker**

We have distributed over 18000\$ worth of bursaries to local students.

**Hospital Visits – Comrade Jeanine Mader**

No report.

**Constitution, By-Laws and Training – Blaine Kiley**

Waiting for provincial changes before moving forward with any updates to our Branch Regulations or Clubhouse Rules.

**Youth Education – Comrade Jeanine Mader**

Jeanine Mader is waiting to hear from District to confirm if any of our students won awards. There will be new painted ceiling tiles being placed in the upper hall in the coming weeks as the students have finished them.

***Moved by Comrade Wyn Fournier and seconded by Comrade André Fournier that the Reports under the 1<sup>st</sup> Vice-President be accepted as presented CARRIED***

**CHAIRPERSON REPORTS UNDER THE 2nd VICE-PRESIDENT – Comrade Kevin Piccott**

**Honours and Awards – Comrade Kevin Piccott for Marty Keates**

No report

**Veterans 65+ – Comrade Kevin Piccott**

No report.

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**Legion Seniors – Comrade Cathy Stoddard**

No Report

**Lottery – Comrade Jim Grant**

No report

**Membership – Comrade Kim Levesque**

**New Members (6):**

Laura Budgell (AF)	Diana Hampson (OR)
Rocky Brooker (OR)	Bob Livingston (OR)
Paul Gulovics (OR)	Gail Proulx (AV)

**Transfers (0)**

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**Deceased Members since the previous meeting:**

William Atkinson	Susan King
Thomas (Deac) Hendrican	

Welcome Ceremony: Next event will be the last Saturday in January 27<sup>th</sup> 2024

**Volunteer Coordinator – Comrade Kim Levesque**

No report.

**Leadership and Resourcing – Comrade Marty Keates**

No report

***Moved by Comrade Kevin Piccott 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 Wyn Fournier for Joyce Bisson**

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**Public Relations - Comrade Joyce Bisson**

No report.

**Memorial Walk –**

No report

**Banner – Comrade Marta Nuijten and Comrade Marty Keates**

No report

**Sports – Comrade Bernie Laberge**

We have participants going to the Zone Dart Tournament on 27 Jan 2024.

**Cadet Liaison – Comrade Guy Roy**

No Report

**Entertainment and Special Events – Comrade Tim Parsons**

No report.

**Asset Inventory – Comrade Mark Cimon**

No report

***Moved by Comrade Wyn Fournier and seconded by Comrade Mike Adams that the Reports under the 3rd Vice-President be accepted as presented CARRIED***

**GENERAL AND NEW BUSINESS**

**Cashing of GICs/Financial situation - Comrade Wyn Fournier**

- We have 3 GICs.
- One was created with the grant money for the door project, and is approx \$26,000. The maturity date for this GIC is 15 April 2024.
- Two are cashable, and combined are approx \$25,000. Maturity date is 13 Mar 2024 for both.
- We have the following critically necessary expenses that need to be addressed, totalling approx \$28,500.00
- **Backflow Prevention program** which is mandated by the city: and must be complete by mid-May 2025, or we face large fines for non-compliance.
- Received letter from the City in Feb 2023 detailing the process for backflow prevention to protect the City water supply.
- May 2023 we complied with the requirement for an inspection of our current backflow prevention system, which resulted in the City informing us that we needed a second backflow prevention device installed to meet their requirements.
- In May 2023, Tourangeau Engineering indicated that there were 2 phases to the installation of the 2nd backflow device.

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- Phase 1: The design and permit phase. Estimated cost \$3000, and we would like to get that done during this fiscal year.
- Phase 2: The installation phase which has been estimated at \$5000-\$6000, and we are planning that for next year.
- **Website invoice** still owing: \$3875, with a new hosting/maintenance/support invoice coming as of 1 Jun 2024 for approx \$1800
- **Hall floors** both badly need to be stripped and waxed. The last time they were done was in 2020. If we don't do those very soon, we will be faced with needing to replace flooring due to damage to tiles.
- The upper floor is 3876 sq ft, and requires a volunteer team to move the tables, chairs and pool/snooker tables.
- The lower floor is 2600 sq ft.
- We plan to start with the lower floor as it is glaringly obvious that the floor is in poor shape and with the lighter coloured tiles it always looks dirty.
- We are in the process of soliciting quotes to ensure we are getting a reasonable price.
- We have one quote from Stratus (our current cleaners) for a total of approx \$6000. They charge 0.35/sq ft to strip and 0.15/sq ft per coat of wax. It is recommended that there be 3 coats of wax to protect the integrity of the floors.
- Upper floor is \$1356.60 +HST for stripping; \$581.40 +HST/coat of wax, for a total of approx \$3504.00
- Lower floor is \$910.00 +HST for stripping; \$390.00 +HST/wax coat for a total of approx \$2350
- **Interior doors replacement.** This is an ongoing project from 2020 that started with replacing the exterior doors. The remaining amount on this project is approx \$16,500. The doors were ordered in October, and installation is anticipated to happen in March/April of this year.
- **Admin office computer.** In June 2023 Quantum Gate upgraded the memory for the Admin Computer to address the issues of it freezing and having no memory space for downloading updates. This was successful until recently, when there was a forced update to Windows 11 conducted by Microsoft. The current computer is not compatible with this update, which has caused problems once again. We are now at the point of requiring a more robust upgrade to the computer. There are factors to be considered before proceeding, one of which is to make sure we know how to update our accounting software correctly at the same time so that we don't lose any of our financial history. Approximate cost of upgrading the system as well as the accounting software is no more than \$1500.
- Rising costs since CoVid have resulted in the branch currently operating very close to the income vs expenses balance. We simply do not have the income to pay for all of the above absolute necessities from our bank accounts.
- **MOTION:** I motion that we cash all currently owned GICs on their maturity dates in order to pay for the five noted expenses of Backflow prevention, Website past due invoice, Hall floors, Interior door replacement project and the Admin office computer, with any remaining funds to be put into a new cashable GIC.
- **Moved by Comrade Wyn Fournier and seconded by Comrade Lucie Goderre that the motion asking for the cashing of the GICs above be accepted as presented - 1 opposed CARRIED**

### **Fundraising**

- I have sent out a plea for a fundraising chair for the last 6 months with no response. We are now at a critical state of needing funds.
- As a Not-For-Profit organization, we are governed by specific rules around fundraising that prevents us from just starting and running a lottery.
- Our building is over 40 years old and is showing its age. We need to be prepared for very expensive repairs or replacements of key operating systems over the next 5 years (ie: HVAC, plumbing).



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- We are diligently looking at all aspects of our expenses to see where we can cut costs, as well as working to increase hall rental revenue. This means doing more than just putting off needed maintenance work to another year (ie: the floors).
- Based on feedback received from potential rental customers who ultimately went elsewhere, we need to be looking at updating or renovating existing bars, furniture and bathrooms in order to be competitive for rental business.
- You have already heard that the elevator/lift is in desperate need of an overhaul due to its age.
- It should be apparent from the information provided tonight that we absolutely must do some fundraising if we are going to be able to meet our financial obligations and keep the doors open for more than just a few more years. The fact that we have to resort to cashing GICs to pay for necessary work is a huge red flag.
- We truly need someone who has energy, initiative and enthusiasm NOW to step up to take on a fundraising chair position in order to research and establish larger fundraising projects.
- Without significant fundraising, I'm really not sure how long we can keep the Legion operating.

**Poppy Budget proposed for 2024 - Comrade Richard Guitar**

See annex B

***Moved by Comrade Richard Guitar and seconded by Comrade Lucie Goderre that the 2024 Poppy Chair budget for 2024 be accepted as presented. CARRIED***

**Upgrade to Platform elevator/lift. - Comrade Richard Guitar**

Here is an update on the current lift status. After receiving a quote, we are looking at \$72,813 to repair our existing elevator as per Capital Elevator. We are starting to experience some difficulties. In order to bring the elevator up to standards, repairs will be needed. We need permission from Ontario Command to advance in the process as the expense is over \$25,000. Ontario Command also requires that we add 6% contingency which brings it up to \$80,097. If grant money is not available, we may have to try to repair as best we can with the funds we do get. The Provincial Poppy Fund will also have to approve the use of the Poppy money on the elevator repairs.

**Business from the Floor**

Comrade Frank Stacey – Zone convention is on the 24<sup>th</sup> of March 2024

Comrade Sandy McQuarrie: Querying when we would be putting up the King's portrait to replace the Queen's. Response: We are waiting for word from the Directorate of History and Heritage that the King's portraits are available. This has not yet happened. Dominion Command directed that we keep the Queen's portrait up with a poppy on the left corner until the King's portrait is provided.

**ADJOURNMENT:**

***Moved by Comrade Lucie Goderre and seconded by Andrew Proulx that the meeting be adjourned.***

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**CLOSING CEREMONY**

The meeting was adjourned with the closing ceremony at 20:58 p.m.



**Lucie Lafontaine  
Branch Secretary**



**Wyn Fournier  
President**

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**Annex A – Attendance Sheet - Voting Elected Members**

<b>Senior Executives Elected</b>	1	President – Wyn Fournier		P
	2	1st Vice – Jeanine Mader		EX
	3	2nd Vice – Kevin Piccott		P
	4	3rd Vice – Joyce Bisson		EX
	5	Treasurer – Peter Mayer		EX
	6	Secretary – Lucie Lafontaine		P
	7	Past President– Joe McNulty	Future Planning and Elections	EX
<b>Standing Elected Committee</b>	8	Richard Guitar	Poppy Chair	P
	9	Kim Levesque (Shelly Yerburgh)	Membership/Volunteer Coordinator	P
	10	Jim Grant	Lottery	EX
	11	Lucie Goderre	Poppy Trust	P
	12	Tim Parsons	Entertainment	A
	13	Marty Keates	Honours and Awards, Leadership & Resourcing, Banner	EX
	14	Mark Cimon	Asset Inventory	EX
	15	Cathy Stoddard	Legion Seniors/Veterans 65+	P
	16		Housing	
<b>Appointed Members</b>	17	Sgt-at-Arms	Andre Fournier	P
	18	Service Officer	Kevin Piccott	P
	19	Constitution and By-Laws	Blaine Kiley	EX
	20	Bar Officer	Wayne Edwards	A
	21	Bursary	Daunett Tucker	P
	22	Sports	Joe Miedema	EX
	23	Cadet Liaison	Guy Roy	EX
<b>Ex Officio Members</b>	1	Ladies Auxiliary	Wendy Fortier	P
	2	Branch Administrator	Kate Cunning	EX
	3	Banner	Marta Nuijten	EX
	4	Branch Padre	Bill Reggler	EX

Annex B

**Poppy Campaign Budget - 1 Jan 2024 - 31 Dec 2024 (Gen Mtg: 23 January 2024)**

Funds Available as of 1 Jan 2023	\$ 179 619,14
Revenue in 2023	\$ 166 098,05
Expenses accrued 1 Jan - 31 Dec 2023	\$ 156 111,86
Bank Balance as of 31 Dec 2023	\$ 189 605,33
Funds Available as of 1 Jan 2024	\$ 189 605,33
<b>Total Funds Available</b>	<b>\$ 189 605,33</b>

This balance is the amt used for the budget

Items (Poppy Manual article)	Budget 2023	Budget 2024	Spent 2024	Remaining Current FY	Comments
Provincial SO (East Region) (402.iii.a)	\$ 15 000,00	\$ 15 000,00		\$ 15 000,00	
District G Charitable Fund (402.vii)	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
Zone G5 Veteran Comfort / Youth Funding	\$ 3 500,00	\$ 3 500,00		\$ 3 500,00	
Supplies (402.i.a)	\$ 29 000,00	\$ 29 000,00		\$ 29 000,00	
Campaign Admin; Travel, Seminar (402.i.c & 402.v.a)	\$ 6 000,00	\$ 3 000,00		\$ 3 000,00	
Advertising (402.i.c)	\$ 3 000,00	\$ 2 500,00		\$ 2 500,00	
Poppy Storage (320.b.ii)	\$ 350,00	\$ 350,00		\$ 350,00	
Br 632 Youth Education (402.vi.c&d)	\$ 4 000,00	\$ 4 000,00		\$ 4 000,00	
Army Cadets (403.ii.g)	\$ 6 000,00	\$ 6 000,00		\$ 6 000,00	
Air Cadets (403.ii.g)	\$ 6 000,00	\$ 6 000,00		\$ 6 000,00	
Sea Cadets (Potential New Unit)		\$ 6 000,00		\$ 6 000,00	
Handicap Eqpt Repairs and Maint \$950 quarterly lift maint inspection (\$232 x4=\$928 - Dec/Mar/Jun/Sep; amt allows for \$ increase during year) \$250 for annual lift license renewal; \$400 for Emerg Eqpt Maint. (All require SUF; 403.ii.j; Max 50% of current balance)	\$ 19 349,35	\$ 30 000,00		\$ 30 000,00	To cover costs of maintenance / repair for handicapped elevator, lift license, repairs for handicapped doors, and maintaining emerg eqpt
Monument Maint (Require SUF; 403.ii.f)	\$ 2 000,00	\$ 2 000,00		\$ 2 000,00	cenotaph upkeep
Br 632 Service Officer (402.ii.b)	\$ 6 000,00	\$ 6 000,00		\$ 6 000,00	
Veterans and Aging, Comforts (402.iii.c)	\$ 6 000,00	\$ 3 000,00		\$ 3 000,00	
Bursaries Branch 632 (402.vi.a)	\$ 26 000,00	\$ 25 000,00		\$ 25 000,00	
Veterans Dinner x2 (Apr & Nov) Require SUF; 403.ii.h Max \$35 / Vet & spouse/caregiver once/yr	\$ 4 000,00	\$ 4 000,00		\$ 4 000,00	
Donations to Vet Organizations (All Require SUF; 402.ii.c same limits)	\$ 62 500,00	\$ 40 000,00	\$ -	\$ 40 000,00	budgeted. For
- Perley & Rideau	\$ 20 000,00	\$ 10 000,00		\$ 10 000,00	
- Mil Fam Resource Center	\$ 2 500,00	\$ 2 500,00		\$ 2 500,00	
- Camp Maple Leaf	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
- Op Service Dogs	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
- Healing Heros on the Fly	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
- Op Leave the Streets Behind	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
- Adaptive Sports Canada - Calabogie	\$ 1 500,00	\$ 1 500,00		\$ 1 500,00	
- Women Warriors Healing Garden	\$ 4 000,00	\$ 2 000,00		\$ 2 000,00	
- Quilts of Valour	\$ 2 000,00	\$ 4 000,00		\$ 4 000,00	
- Vet's House Ottawa Grocery Cards	\$ 2 000,00	\$ 2 000,00		\$ 2 000,00	
- Vet's House Ottawa (Andy Carswell Bldg) Programming	\$ 20 000,00	\$ 10 000,00		\$ 10 000,00	
- Operation Vet Build	\$ 500,00			\$ -	
- Support to Deployed Troops	\$ 2 000,00	\$ 2 000,00		\$ 2 000,00	
- Homeless Vets	\$ 2 000,00			\$ -	
Contingency	\$ -	\$ 2 755,33		\$ 2 755,33	Subject to further revenue being received.
<b>TOTALS</b>	<b>\$ 200 199,35</b>	<b>\$ 189 605,33</b>	<b>\$ -</b>	<b>\$ 189 605,33</b>	

**THE ROYAL CANADIAN LEGION - BRANCH 632**  
**INCOME STATEMENT**

	31-Dec-23	Nov 30,2023	Prior year May 31,2023
<b>OPERATING INCOME</b>			
Beer & Liquor Sales	\$ 139,736	\$ 116,664	\$ 221,029
Kitchen & Snack Sales	14,961	12,982	22,397
Kitchen Income	10,312	9,687	16,730
Hall rental - net	21,386	16,504	44,708
Facility usage	11,455	10,076	17,834
Membership	17,506	11,371	25,059
Pool Tables	964	788	2,766
	<b>216,319</b>	<b>178,073</b>	<b>350,523</b>
<b>OTHER REVENUE</b>			
Special Branch Events	156	(594)	621
Banner & TV Advertising	-	-	960
Donations	9,572	7,833	18,534
Cenetaph Pad	100	100	
Poppy Storage	-	-	350
Bottles & Cans Drive	6,430	6,422	4,664
ATM Revenue	514	484	-
Interest Income	-	-	<u>1,614</u>
	<b>16,772</b>	<b>14,245</b>	<b>26,743</b>
<b>TOTAL REVENUE</b>	<b>233,091</b>	<b>192,317</b>	<b>377,266</b>
<b>OPERATING EXPENSES</b>			
Beer & Liquor Purchases	52,162	44,069	81,266
Snack & Coffee Purchases	5,873	4,889	8,281
Bar & Kitchen supplies	1,364	1,235	2,666
Bar & Kitchen spoilage	43	23	351
Cash variances	(669)	(2,185)	1,399
Bar & Kitchen maintenance	3,361	3,361	1,113
Bar & Kitchen dishes etc	366	366	302
	<b>62,500</b>	<b>51,758</b>	<b>95,378</b>
<b>WAGES AND BENEFITS</b>			
Wages	65,846	55,247	107,183
Benefits	7,159	6,058	13,016
	<b>73,004</b>	<b>61,305</b>	<b>120,198</b>
<b>OFFICE EXPENSES</b>			
Printing, Postage etc	2,474	2,038	4,993
Licenses (Food, Alcohol, City etc)	2,152	1,377	1,699
Entertainment	8,590	8,140	14,532

Utilities & TV	27,338	21,694	54,816
	<u>40,554</u>	<u>33,250</u>	<u>76,041</u>
<b>BUILDING EXPENSES</b>			
Cleaning supplies	1,413	1,107	1,192
Waste removal	1,481	1,481	2,537
Ground Maintenance	4,609	2,859	11,511
Building Cleaning	13,350	11,430	18,297
Building Security Services	383	383	4,734
Building Insurance	7,767	7,639	16,633
Building Furniture & Equipment	2,595	2,895	507
Building Maintenance & Repairs	31,043	28,809	28,385
	<u>62,641</u>	<u>56,603</u>	<u>83,798</u>
<b>FINANCIAL EXPENSES</b>			
Commercial Loan Interest	2,070	1,797	4,206
Bank Charges	3,185	2,627	4,024
	<u>5,255</u>	<u>4,424</u>	<u>8,229</u>
<b>OTHER BRANCH EXPENSES</b>			
Honours & Awards	-	-	490
Legion Articles (pins etc)	447	447	1,997
Sports expenses	430	50	1,450
Hospitality	-	-	43
Donations	200	200	200
Branch Functions	464	566	966
	<u>1,541</u>	<u>1,263</u>	<u>5,144</u>
<b>TOTAL EXPENSES</b>	<b>245,495</b>	<b>208,602</b>	<b>388,788</b>
<b>NET INCOME</b>	<b>\$ (12,404)</b>	<b>\$ (16,285)</b>	<b>\$ (11,522)</b>
<b>To be Capitalized at year end:</b>	23,072	23,072	Ambico doors
<b>Revised NET INCOME</b>	<b>\$ 10,668</b>	<b>\$ 6,787</b>	

THE ROYAL CANADIAN LEGION BRANCH 632  
BALANCE SHEET as of 31 Dec 2023

	December 31, 2023	November 30, 2023	May 31, 2023
<b>CURRENT ASSETS</b>			
Cash on Hand	\$ 6,461	\$ 9,240	\$ 10,296
Scotia Bank - General	15,705	21,954	12,589
Scotia Bank - Allocated	6,378	11,785	4,476
Scotia Bank - Savings	5,867	5,767	5,267
Short Term Investments - GICs	50,372	50,372	76,353
Accounts Receivable	1,657		
Bar Inventory	9,159	9,159	9,159
<b>TOTAL CURRENT ASSETS</b>	<u>95,599</u>	<u>108,277</u>	<u>118,140</u>
Land	75,075	75,075	75,075
Adjacent lot	107,002	107,002	107,002
Building	1,781,127	1,781,127	1,781,127
Acc. Deprec. on Building	(1,407,953)	(1,407,953)	(1,407,953)
Net Building	373,174	373,174	373,174
Bar & kitchen equipment	10,169	10,169	10,169
Acc. Deprec Bar & kitchen equipmer	(10,116)	(10,116)	(10,116)
Net Bar & kitchen equipment	53	53	53
Furniture & Fixtures	9,970	9,970	9,970
Acc. Deprec. Furniture & Fixtures	(9,608)	(9,608)	(9,608)
Net Furniture & Fixtures	362	362	362
<b>TOTAL CAPITAL ASSETS</b>	<u>555,665</u>	<u>555,665</u>	<u>555,665</u>
<b>TOTAL ASSETS</b>	<u>\$ 651,264</u>	<u>\$ 663,941</u>	<u>\$ 673,804</u>