

**PRINCE EDWARD BRANCH 91
GENERAL MEETING MINUTES - MAY 27, 2019**

Call to Order	7:00 pm
Executive Roll Call	President Cde. N. Scott, 2 nd Vice President R. Walker, Cdes. W. Fletcher, C. Tompkins, B. LeBlanc, R. Hyde, G. Patenaude, J. Percieval
Absent	Cdes. G. Vandale, B. Ralph, K. Waters, M. Sjostrom, T. Shiells
Members / Guest(s)	27 members and 4 guests
Donation Presentations	<p>Cheques approved at last months General meeting were presented to the following groups:</p> <ol style="list-style-type: none"> 1. Triangle Athletic Association - \$400 2. Scouts Canada - \$250 3. 848 Royal Roads Air Cadets - \$250 4. Metchosin 50 plus Seniors Golf Club - \$300 and a set of golf clubs that had been given to the branch from a deceased member's family.
LAST POST: None to report	
APPROVAL OF AGENDA (M/S/C) Cdes. R. Hyde / G. Patenaude	
<p>APPROVAL OF MINUTES Approval of the DRAFT General Meeting Minutes of April 28, 2019 as distributed. Motioned by Cde. J. Knecht / seconded by Cde A. Thompson. Cde. Kobialko asked that Item 3 under donations reflect the amount of the donation \$300 as it was missing from the report. (M/S/C) with amendment Cdes. J. Knecht/Cde. A. Thompson</p> <p>The Executive Meeting Minutes are on the board in the Games Room or a copy can be obtained from the office.</p>	
<p>CORRESPONDENCE:</p> <ol style="list-style-type: none"> 1. Thank you card from the RCMP for hosting their event at the Branch; 2. Thank you card from Kurt Gowitt for the loan of a walker; 	
<p>BC/YUKON COMMAND CIRCULARS BC/YUKON COMMAND CIRCULARS Memo #24.19 - New Operation VetBuild Peer Support Program Launch Memo #25.19 – Dominion Playdowns – Application to Host Deadline August 23, 2019;</p>	

<p>Memo #26.19 - BC/Yukon Command Participation in 2020 Events for the 75th Anniversary of the Dutch Liberation of Holland; Memo #27.19 – Resolutions for BC/Yukon Command Convention – Penticton, BC – September 26th – 29th, 2019; Memo #28.10 – Foundation Gala 2020; Memo #29.19 – The Forge Program; Memo #30.19 – Grande Prairie Branch – Soldiers of Odin; Memo #31.19 – Legion Lager; Memo #32.19 – Stolen Valor; Memo #33.19 – CALL FOR PROPOSALS FOR THE 2019-2020 NEW HORIZONS SENIORS PROGRAM OPEN FROM MAY 15TH TO JUNE 21ST 2019.</p>	
<p>PRESIDENT'S REPORT - Cde. N. Scott The office is extremely busy with day-to-day things as well as many meetings regarding the new building.</p> <p>Cde. President is very disappointed with the continued lack of volunteers. This is a very busy Branch and the handful of members who step up on a regular basis are starting to suffer with health issues/stress as they continually feel the need to get the job done when no one else will step up to help.</p>	
<p>V/MANAGER'S REPORT - Cde. T. Shiells – As attached</p>	
<p><u>FINANCIAL:</u> Cde. R. Walker – As presented (M/S/C) Cdes. Walker/Capron</p> <p><u>DONATIONS:</u></p> <ol style="list-style-type: none"> 1. Ruth King Elementary PAC – requesting funds to send 5 students to Camp Thunderbird. \$1000 from the Gaming Account (M/S/C) Cdes. Walker/J.Thomas; 2. Vancouver Island Hunter Jumper Club – requesting sponsorship for Special Needs clients to participate in the program - \$1,000 from the Gaming Account (M/S/C) Cdes. Walker/L. Gracie; 3. Canadian Military Wives Choir – requested donation to help with start up costs for their group - \$1,500 from the Gaming Account - (M/S/C) Cdes. Walker/J. Thomas 	
<p><u>CHAIR REPORTS:</u> BUILDING & GROUNDS: Cde. R. Hyde – Ongoing repairs.</p>	
<p>BULLETIN: Cde. R. Walker – As attached</p>	
<p>INVENTORY: Cde. R. Walker – As attached.</p>	
<p>POSTER and LITERACY: Cdes. J. Caspersen – No report.</p>	
<p>POPPY: Cdes. J. Caspersen – No report.</p>	
<p>POPPY TREASURER: Cde. K. Kobialko – As attached.</p>	
<p>BURSARIES & SCHOLARSHIPS: Cde. W. Fletcher – No report.</p>	

<p>GOLF TOURNAMENT - Cde. T. Shiells – As attached.</p>							
<p>ENTERTAINMENT: Cde. T. Shiells – As attached.</p>							
<p>HONOURS AND AWARDS: Cde. Scott informed the committee he has appointed Cde. Rosalyn Bird to fill this position.</p>							
<p>LADIES AUXILLIARY: Cde. M. Walsh – As attached.</p>							
<p>SENIOR HOUSING REP: Cde. W. Fletcher He attended the meeting today and both Prince Edward Lodge and Mackie Lodge continue to have 100 percent occupancy and have people on waiting lists.</p>							
<p>NEW BUILDING: Cde. W. Fletcher We are waiting for the results of an operating feasibility study being done by Grant Thornton. We are also waiting to hear from the Society lawyer regarding the set-up of the new society for our new building.</p>							
<p>HISTORIAN: - Cde. Grant Whittla – No report. Cde. Scott informed members that a representative from Command Post will be coming to look at some of the artifacts we have and potentially purchasing some of them.</p>							
<p>MEMBERSHIP: Cde. G. Patenaude</p> <table border="0" data-bbox="87 1167 1351 1787"> <tr> <td data-bbox="87 1167 698 1314"> <p><u>Ordinary</u> Jack Roy John Kyle (M/S/C) Cdes. G. Patenaude/K. Capron</p> </td> <td data-bbox="698 1167 1351 1314"> <p><u>Transfer-in Affiliate Voting</u> Lance Black (Pro Patria Trafalgar #292) (M/S/C) Cdes. G. Patenaude/Hyde</p> </td> </tr> <tr> <td data-bbox="87 1356 698 1650"> <p><u>Associate</u> Daniel St. Laurent Tanya Connor John Worthy Wenda Kyle Tracy Birtwistle Ralph Dye (M/S/C) Cdes. G. Patenaude/G. Thomas</p> </td> <td data-bbox="698 1356 1351 1650"> <p><u>Reinstatement Associate</u> Ken Johnson (M/S/C) Cdes. G. Patenaude/Knecht</p> </td> </tr> <tr> <td data-bbox="87 1692 698 1787"> <p><u>Affiliate Voting</u> Carmen Wright (M/S/C) Cdes. G. Patenaude/G. Thomas</p> </td> <td data-bbox="698 1503 1351 1787"> <p><u>Veteran Welcome Program</u> Gregory Lewis Lynda Vielleux Jim Ten Hove (M/S/C) Cdes. G. Patenaude/Hyde</p> </td> </tr> </table>	<p><u>Ordinary</u> Jack Roy John Kyle (M/S/C) Cdes. G. Patenaude/K. Capron</p>	<p><u>Transfer-in Affiliate Voting</u> Lance Black (Pro Patria Trafalgar #292) (M/S/C) Cdes. G. Patenaude/Hyde</p>	<p><u>Associate</u> Daniel St. Laurent Tanya Connor John Worthy Wenda Kyle Tracy Birtwistle Ralph Dye (M/S/C) Cdes. G. Patenaude/G. Thomas</p>	<p><u>Reinstatement Associate</u> Ken Johnson (M/S/C) Cdes. G. Patenaude/Knecht</p>	<p><u>Affiliate Voting</u> Carmen Wright (M/S/C) Cdes. G. Patenaude/G. Thomas</p>	<p><u>Veteran Welcome Program</u> Gregory Lewis Lynda Vielleux Jim Ten Hove (M/S/C) Cdes. G. Patenaude/Hyde</p>	
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<p>PUBLIC RELATIONS: Cde. N. Scott – No report</p>							

SERVICE OFFICER: Cde. C. Tompkins – As attached	
SGT-AT-ARMS: Cde. James Percival/Cde. Bob Bourdage – No report	
SICK & VISITING: Cde. M. Sjostrom – As attached.	
<p>SPORTS/SENIORS: Cde. Ryan Rowlands Zone round for Euchre will be on June 8th at Malahat Branch and Provincials will be in Ashcroft September 6th – 8th.</p> <p>Cde. Walker informed the Provincial winners for sports were Branch 7 for Darts, Cdes. B. Dillon and R. Falle from Branch #91 won the Provincials for Crib and went on to Nationals in Ottawa where they tied for 3rd with the Alberta team.</p>	
<p>WAYS & MEANS: Cde. B. LeBlanc Once again asked attending members to convince other members or friends to step up and volunteer to help with events.</p> <p>Luxton Fair went very well again this year. On June 30th we will have the Annual Legion Week Community BBQ and Yard Sale.</p>	
<p>YOUTH COORDINATOR: Cde. G. Vandale Lots of Cadet Annual Corps Reviews coming up</p>	
<p>ZONE: Cdes. Walker, Ralph and Scott with Alternate Cde. Raglione - As attached. Next meeting is September 8th at 1:30 pm at our Branch.</p>	
OLD BUSINESS: None	
<p>NEW BUSINESS:</p> <ol style="list-style-type: none"> 1. Goods & Services Tax (GST) – Cde. Scott informed the members that BC/Yukon is in discussion with the Canada Revenue Agency regarding whether or not GST should be paid on membership dues. It is possible we may have to pay back up to 7 years GST – approximately \$20,000. 2. Membership - We are currently looking at increasing our membership dues by \$2.75 in September which will be used to cover the GST should we have to start paying it. 3. Bread Pick-up – A calendar has been prepared so that people can sign up to help with this on Mondays. If you, or anyone you know would like to help please see Tammy or Norm in the office. 4. Telus Demonstration – They will be setting up a booth on Saturday June 1st during meat draw. They will donate \$10 for each person who enquires about their new product. 5. New Horizon Grant – The application for the 2018/19 submission has been approved in the amount of \$22,600. In order to get a lighter weight, but same size table that we currently use, we have to go with a U.S. company through a Canadian 	

<p>company, Global Industrial. The total cost to purchase the following tables is \$23,331.88:</p> <ul style="list-style-type: none"> 21 x 8 ft banquet tables; 12 x 6 ft banquet tables; 30 round banquet tables; 100 x 4 ft. X 30 banquet tables. <p>Cde. W. Fletcher motioned the branch spend the full grant of \$22,600 plus \$731.88 from General Revenue to purchase the tables listed above. Seconded by Cde. V. Ko - CARRIED.</p> <p>Cde. J. Thomas asked if the Branch would put our old tables up for sale to help offset this cost. Cde. Scott stated we would do so at a later date.</p>	
<p>NEXT MEETING: Executive Meeting: June 19 – 3:00 pm General Meeting: June 24 – 7:00 pm</p>	
<p>ADJOURNMENT – 19:50 hours (M/S/C) Cdes. K. Capron/R. Seymour</p>	
<p>Completed Initiatives: A list of completed initiatives can be obtained from the office.</p>	
<p>Approved by President Cde. Norm Scott for circulation on May 28/19.</p>	

Managers Report:

The office continues to always have something on the go.

We need to find people that can come in a help with event setups as we have a lot of different events and it is hard to do it all ourselves. We can post the events and if you can help with setting up the tables then please put your name on the signup sheet or come into the office and let us know that you can volunteer. It usually takes anywhere from half hour to hour and a half to setup.

This year the Lions Club has decided not to hold their Craft Sale, so I am doing it. I have set the date for October 27th in the Audi. I have set the table price at \$25 for 8' section. We have sold one spot already and have had 3 calls asking about getting a table. I am going to be putting it on social media next week so we can get people interested.

We are working on being able to do some advertising through our bartenders. I have asked a local artist (who is a legion member and wants to be able to come in and have his band play in the lounge every here and there) said he would draw different designs that can be put on t-shirts. We are just looking into the cost of shirt right now, but they are the bigger events that and ones that we would have here more than once so we could use the shirts over again (not just a one time use).

Entertainment:

I have been trying to come up with some new ideas for fun around the branch so if you have any ideas please let me know.

This year we have; Blue Grass Jam every 3rd Sunday of the month. It is a lot of fun
Trying an open mic on the 2nd Sunday of the month. Hoping to get some comedians to join this as well. Carlie Kilduff is starting this up with her poetry right now.
Mamma Mia! At the Chemainus Theatre Friday June 7th. I have put a called to Chemainus to cancel the last of the tickets, just waiting for Karen to call me back, should be Tomorrow. We have sold 31 tickets for the show.

Been asked to bring Montgomery County back August 17, 2019. The show we just had brought in 145 guest. It was a great night, a lot of fun

November 1st we have Eagle Eye coming. Tickets for this are at the bar already. Dinner Show \$30. And Show only \$20.

New Years Eve this year we are hosting. We have booked Cooler as the Band for the night. I am looking for help to make this a fun and exciting New Years Eve so Guest want to come back next year.

Provincial Golf Tournament: We are receiving phone calls and mail with sponsorship. It is slowly coming. To date we have 34 golfers registered and paid. We are advertising it in the Goldstream Gazette of Friday so we hope that will bring in some golfers. I have been coming in for bigger functions and doing 50/50 fundraising for the golf tournament. It is going well so far we have brought in \$1143. And the Mothers day raffle basket after expenses total brought in was \$324 totaling \$1467.

May Inventory Report by Cde Richard Walker CD

No Report

May Bulletin Report by Cde Richard Walker CD

May's 28-page bulletin was printed and distributed on time with a print run of 125 copies. Total cost per bulletin in color is \$1.05 each with \$131.25 spent just for this month. Due to a lack of paid advertising there is no ad offset. It has cost the branch \$594.75 to print the bulletin out of an annual budget of \$2000.00 for the 2019 year. June's Bulletin has been started.

Bulletin Costs 2019

Type	Mandala Health	Latoria IDA Pharmacy	Westshore Gold & Silver	St Anthony's Dental Clinic	Electrolysis by Sandra	Wed Night Market	Heartinsole Solutions	Home Sweet Home	AD Income	Bulletin Cost	Print Cost	Pages	cost each	Copies	Month Cost	Year to Date
	1/2 Page	1/2 Page	Full Page	Business Card	Business Card	Full Page	1/2 Page	each								
January							\$25.00		\$25.00	\$0.90	139.50	12	\$0.08	155	\$114.50	\$114.50
February							\$25.00		\$25.00	\$1.05	105.00	14	\$0.08	100	\$80.00	\$194.50
March							\$25.00		\$25.00	\$1.20	150.00	16	\$0.08	125	\$125.00	\$319.50
April							\$0.00		\$0.00	\$1.20	144.00	16	\$0.08	120	\$144.00	\$463.50
May							\$0.00		\$0.00	\$1.05	131.25	14	\$0.08	125	\$131.25	\$594.75

Zone Report by Cde Richard Walker CD

Zone: Next Meeting will be Sept 8th at Branch #91 Prince Edward. This will be the last meeting for the current Zone executive before the newly elected will be sworn in. Zone minutes are attached.

LADIES AUXILIARY REPORT

May was a quiet month. Two of our members visited our Vet in Broadmead, while four other members visited the dementia floor where we meet Jim, June, Sid and Harry who is turning 100 in July. We had a very interesting time with them. On the 18th we ran the meat draw while the branch members worked at Luxton Fair. Our members also helped at the Fair on Sunday. We are looking forward to our June meeting at White Spot on June 13 and the Zone meeting in Salt Spring on June 27th. Legion Days are on June 30th where we have tables to rent for the Garage Sale. Contact Trudine at 250-478-5484 if you would like a table. We will continue to support the branch this summer whenever asked.

WEST SHORE POPPY FUND
Statement of Operatons and Fund Balance
01 October 2018 - 23 May 2019

23-May-19

<u>Donations Received</u>		<u>2018/19</u>
78.77%	Canvassers/Trays	\$ 74,100.62
11.18%	Donations Received	\$ 10,515.72
0.62%	Pennies for Poppy	\$ 582.39
2.66%	Bracelets	\$ 2,501.40
0.99%	In-Memory	\$ 930.50
0.38%	Lapel Pins	\$ 355.70
	Total Donations	<u>\$ 88,986.33</u>
<u>Revenue</u>		
5.39%	Wreaths	\$ 5,072.00
0.01%	Miscellaneous	\$ 10.08
		<u>\$ 5,082.08</u>
100.00%	TOTAL DONATIONS/REVENUE	<u>\$ 94,068.41</u>
<u>EXPENSES:</u>		
15.86%	SUPPLIES 4(a):	\$ 11,541.35
7.49%	Wreaths	\$ 5,451.60
24.20%	Poppies	\$ 5,160.00
0.00%	PROMOTIONAL MATERIAL 4(b):	<u>929.75</u>
2.73%	CAMPAIGN 4(c):	\$ 1,989.66
0.14%	Office Supplies	\$ 99.33
0.00%	Insurance	\$ -
0.00%	Rent	\$ -
0.17%	Canada Post	\$ 121.02
2.43%	Miscellaneous: * in Machine/Tpt /Society Ann Rpt	<u>\$ 1,769.31</u>
4.44%	GRANTS to Ex-Service pers & deps IAW 4(d):	\$ 3,233.10
4.13%	Emergency Assistance	\$ 3,003.10
0.32%	Mobility Equip/Appliances	<u>\$ 230.00</u>
0.00%	Royal Commonwealth Ex-Services League (RCEL)	\$ -
3.64%	POSTER & LITERARY 4(e): {Zone Per Capita & Frames}	\$ 2,650.00
56.83%	SPECIAL USE EXPENDITURES (SUE's) 4(f): (Attachment #1)	\$ 41,340.87
7.01%	BURSARIES 4(g):	\$ 5,100.00
6.19%	ASSESSMENT PAID 4(h): {Jan18- Sep 18}	\$ 4,506.49
0.17%	Office Expense	\$ 124.54
0.06%	SICK and VISITING	\$ 42.25
0.00%	Transport Veterans	\$ -
2.89%	VOUCHERS (Food) (Food-\$1350 / Fuel- \$750)	\$ 2,100.00
0.00%	Utilities	\$ -
0.17%	Miscellaneous:	\$ 122.08
100.00%	Total Expenses	<u>\$ 72,750.34</u>
	<u>Excess (deficiency) of donations over expenses</u>	<u>\$ 21,318.07</u>
	Fund Balance, 30 September 2018	\$ 21,762.69
	ACCUMMULATED RETAINED DONATIONS	<u>\$ 43,080.76</u>
	Fund Balance, 23 May 2019	\$ 43,080.76
	Difference (Cheques NOT CLEARED)	\$ -
	Actual Book Balance	<u>\$ 43,080.76</u>

(Attachment #1)

Statement of Operations
(1 Oct 18 - 31 Mar 19)

Attachment to:

Special Use Expenditures (SUEs)

Priory Hospital	\$	5,000.00
WesCom Medi-Lend Society	\$	5,000.00
West Shore Adult Day Centre	\$	5,000.00
Cockrell House	\$	5,000.00
Annual Veterans' Visit	\$	4,440.87
2483 PPCLI Army Cadets	\$	1,100.00
848 Royal Roads Air Cadets	\$	1,100.00
263 RCSCC Beacon Hill Sea Cadets	\$	1,100.00
NLCC Admiral Falls Navy League	\$	1,100.00
Broadmead Care Foundation	\$	5,000.00
Legion Foundation - Veterans Transition	\$	3,000.00
Legion Foundation - BCIT Military Skills Program	\$	2,000.00
Legion Foundation - Veterans Service Dog Program	\$	2,500.00
	\$	<u>41,340.87</u>

Westshore Poppy Fund Committee
BALANCE SHEET
as at 23 May 2019

ASSETS

Coast Capital Savings, #6996843 \$ 43,080.76

Total Assets \$ 43,080.76

LIABILITIES

\$0.00

Total Liabilities \$0.00

EQUITY

Unrestricted Operating Funds \$ 43,080.76

Total Liabilities & Equity \$ 43,080.76

{As at 23 May 19}

**Westshore Committee Poppy Fund
Bank Reconciliation
as at May 23, 2019**

Balance per Fund Statement, May 23 2019 \$ 43,080.76

Less: Outstanding Cheques:

<u>Name</u>	<u>CK #</u>	<u>Date</u>	<u>Amount</u>	
Total O/S Cheques			<u>\$0.00</u>	<u>\$0.00</u>
Adjusted Trust Balance as at May 23, 2019				<u>\$ 43,080.76</u>

SERVICE OFFICER REPORT FOR MAY

47 Vets assisted.

No major news to pass on.

Craig

May, 2019

Tuesday, May 7th Gail visited Mickey Chapman at Priory doing fine - smiled at the end of visit which is Gail's reward. Some conversation which is awesome. Visited Bev Himes the same day. Had a great visit talked about gardening, cooking and they both enjoyed each other's company. Phoned Axel – he said he is doing well. Gail saw Axel at the last meat draw and Gail said he looked well. He is now out of hospital.

Marilyn Sjostrom
Sick & Visiting