

## BC09 BOD MEETING MINUTES

December 5, 2023

<b>Acknowledgement</b>	
We acknowledge that this meeting is taking place on the Traditional Lands of the Lekwungen-speaking Peoples, the Songhees and Esquimalt Nations.	
<b>Location:</b> Royal Canadian Legion Branch 292, 411 Gorge Road East, Victoria, B.C.	<b>Time:</b> 9:32 a.m.
<b>In Attendance:</b> Directors James Dallimore, Patricia Francis, Jennifer Furry, Anne Jolicoeur, Elizabeth (Libby) MacRae, Sue Martin, Shirley Roberts, Gordon Usipiuk, J. Ray Webber	
<b>Regrets:</b> David Stinson	
<b>Quorum:</b> Confirmed	
<b>Approval of Agenda:</b>	<b>M/</b> Patricia <b>S/</b> Libby <b>C</b>
<b>Approval of Minutes:</b> November 7, 2023, meeting	<b>M/</b> Ray <b>S/</b> Patricia <b>C</b>
<b>1. REPORTS</b>	
<b>A. President's Report</b>	
<p>It was noted that there were two articles for Remembrance Day where two of our members were interviewed by the Black Press. Libby believes that one of them may qualify as advocacy for veterans and will consider submitting to Renata.</p> <p>In the November Bulletin to Branches, it was mentioned that some preliminary funding has been allocated to redeveloping the website and marketing. In addition, some initial federal election planning has begun. We will have to begin planning to meet with our MPs.</p> <p>The National Office mentioned that branches are encouraged to recognize their volunteers. The question was raised as to whether we should institute a long-time service certificate and service pin. Discussion ensued about the various pros and cons. It was decided to table this at this time.</p> <p>There is a new form for ordering business cards – Jennifer will check it out and submit a new request for business cards for Libby.</p> <p>Libby pointed out that there are four three-year positions at the National level that will come up for election at the June 2024 annual meeting of members (AMM): the vice-president's position and directors from Prairies/NWT, Ontario and Ottawa/Nunavut districts.</p>	

<p><b>B. Treasurer</b></p> <p>Financial statements were circulated beforehand. A question was raised re numbers on Page 1 assets/investments – for 2023 it was \$40,000 but for 2022 it was \$95,000 – the reason for this is that investments matured which were then transferred to the savings account. Total assets for 2023 were \$153,254.40 up from \$141,825.43 at the end of 2022.</p>
<p><b>C. Advocacy</b></p> <p>Nothing to report. Now 60<sup>th</sup> Anniversary celebration is complete, we will be looking at developing a plan in the new year.</p>
<p><b>D. Health Benefits</b></p> <p>It now seems easier to contact Canada Life. The issue of concern at the moment is the replacement of named drugs to generic drugs which will take place in the new year.</p>
<p><b>E. Membership</b></p> <p>Nothing to report.</p>
<p><b>F. Recruitment</b></p> <p>Nothing to report.</p>
<p><b>G. Speakers Program</b></p> <p>December meeting - Ron King, Music Bingo, Ann McIntyre for Soap for Hope</p>
<p><b>H. Preferred Partner Program</b></p> <p>National office produced a pamphlet with Preferred Partners and we will ask for some copies to distribute at our next meeting.</p>
<p><b>I. Website</b></p> <p>Revised by-laws, pictures from 60<sup>th</sup> Anniversary, and minutes have been posted.</p>

<p><b>2. OLD BUSINESS</b></p>
<p><b>A. National Office Branch Banking Initiative</b></p> <p>The questions from discussions about the National Office Branch Banking Initiative at our last meeting were: do we still have to do an annual report and an annual Branch review? The answer is yes. It was reiterated that we have not been able to find a volunteer for the Treasurer position and even if we move to this new initiative, we will still need a Treasurer. In</p>

summary, the Branch investments would be cashed out and all Branch funds will be on deposit at the NO where they will be tracked using a separate and designated sub ledger for the Victoria-Fred Whitehouse Branch. Under the new initiative, NO will be responsible for posting branch transactions and issuing payments as the Branch would not have a bank account to write cheques. The Branch would still confirm invoices, maintain all source documents, prepare annual budgets and report performance against the budget to the Branch board and members as well as provide CRM statements to the Board and members, as necessary. The Branch would still be responsible for ensuring year-end processes are completed annually and the responsibility for the presentation of financial statements and member approval/receipt of these documents will remain with the Branch. The fee for this service is 10% of the Branch's annual membership revenue. Regarding when the move would happen, the Branch Board, through a majority vote (recorded in the minutes) can support enrollment in the program, if certain criteria are met, as identified in the National Branch Banking Initiative Bulletin.

Patricia raised the issue that speakers often require payment on the day of the presentation. In many cases, there is no invoice but just an email. Anne and Patricia will work on a generic invoice to use for speakers.

Ray moved that we move to the National banking effective for the 2024 fiscal year. Sue seconded. Passed.

Ray amended the motion to include the approval of the 10% service fee. Sue seconded. Passed.

#### **B. 60<sup>th</sup> Anniversary Celebration**

Nothing further to add.

#### **C. Remembrance Day**

All wrapped up.

#### **D. Recruiting**

Libby will stress at the December Branch meeting that we really need a volunteer for the positions of Treasurer and Web Content Editor.

### **3. NEW BUSINESS**

#### **A. Spring Sage Report**

Submission due January 5 and in members homes by March 1<sup>st</sup> to 12<sup>th</sup> about events from March 2 to June 12. Possible topics for inclusion in the report were suggested such as a reminder about the AGM and perhaps a link to information regarding the move to Canada Life.

**B. Animated Holiday Cards**

Members should see them around mid-December in our email. They will be sent to prospective members as well.

**C. December General Meeting and Recruitment Event**

\$10:00 vouchers will be provided towards lunch at the Legion.

**D. Committee for Relocation of Board Meetings and General Meetings**

This is to be moved to January’s agenda. In the meantime, Gordon and Sue decided to meet by phone regarding the possibility of developing and conducting a survey.

**E. Spring Luncheon – Libby**

Previously, the Spring luncheon and recruitment events have been held the second Tuesday in May. The last luncheon was held at Gorge Vale Golf Course which now does not do events for non-members. In the past there has been a charge for the lunch and we will have to decide how to sell the tickets. Various locations were discussed: The Langford Legion has now re-opened, however, parking is across the street. At the Craigflower Community and Performing Arts Centre there was no handicapped parking which caused difficulties. Ray will check to see if Legion has a date open. We can check RCL292.ca for information about catering at the Legion. This is to be discussed further in January.

**F. Validate Agenda Format**

The revised format is acceptable. However, it will be further changed to remove the table in both the agenda and minutes effective for the January board meeting.

**G. Potential to Communicate via Zoom**

The potential to communicate via Zoom is being investigated. People can attend a meeting, for example, the AGM, in person or on zoom online, and on the telephone can also be included. To vote, you can use the raise hand icon on your computer or if on the phone you use \*9. It was mentioned that the last hybrid meeting attempted did not work due to sound issues. It is suggested that we might need a new microphone set up which would have to be purchased. Further investigation will be taking place.

**4. Roundtable**

Gordon will pick up material from storage for December Branch meeting.

Annual Meeting of Members will again be held in-person at the Hilton Lac Leamy Hotel in Gatineau from June 18 to 20, 2024.

<p><b>Next BOD Meeting</b> <b>Next General Meeting</b></p>	<p>January 2, 2024 January 9, 2024</p>
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<b>Adjournment</b>	<b>M/</b> Libby <b>S/</b> Jennifer
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