

ROYAL CANADIAN LEGION KINGSWAY BRANCH #175
MINUTES OF THE EXECUTIVE MEETING
TUESDAY 18 FEBRUARY 2025

The President opened the meeting by ritual at 6:33 p.m.

The meeting was chaired by Comrade S. Danyi

ROLL CALL:

Present: R. Etmanski, C. Wills, J. Hazen, J. Hyshka, S. Danyi, Simon, Luce, O'Brien, MacIntosh, Walsh, W. Hyshka, Torrie, N. Danyi, Foote, Deugau and Werner

Excused: Weibe, Criss

Absent:

Guests:

LAST POST

The following Comrades have passed since our last General meeting:

<u>Name</u>	<u>Age</u>	<u>Deceased</u>	<u>Service (if applicable)</u>
George Johannes	87	08 Jan 2025	
CWO (retd) Alan Turner	83	16 Jan 2025	Army
Sgt Edward Turner	48	27 Jan 2025	Air Force

MOTION TO ACCEPT THE AGENDA:

Motion to accept the agenda as amended made by Comrade Deugau
Seconded by Comrade O'Brien

CARRIED

Under NEW BUSINESS

Add:

- d. Spring Rally
- e. Donation

COMMITTEE REPORTS

TREASURER AND FINANCE COMMITTEE CHAIRMAN REPORTS: Comrade N. Danyi

Financial Review & Budget Planning

The Finance Committee meeting focused on reviewing our fiscal 2024 financial statements as part of the preliminary work for our external accountant, Jamie. We also examined several balance sheet accounts, including clearing erroneous account entries from prior years.

We discussed cheque procedures extensively, as we continue refining our budgeting process. Cost controls are critical for the survival of our Legion, and simply having a budget is not enough—we must enforce strict financial oversight.

Cheque Procedure Recommendation

To improve financial accountability, the Finance Committee formally recommends the following cheque protocol:

- Cheques must be obtained from Debbie, Donna, or Janet (if Debbie and Donna are unavailable).
 - A valid invoice or supporting document must be provided before a cheque is issued.
 - The invoice must be approved and signed by the responsible Department Head:
 - Entertainment: Joe
 - Building & Grounds: Mac
 - Sports: Wes
 - Ways and Means: Janet
 - General Operations: Flo
 - Kitchen: Kitchen Manager
 - Membership: Carol
 - A department head may not sign a cheque for their own department
 - This process ensures Department Heads are informed and financial records are properly maintained.
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Budget Overview

The Global Budget will be compiled monthly using Department Head budgets, which must be submitted by the 10th (15th at the latest) each month.

Our budget is extremely lean, cutting expenses to a minimum while allocating resources strategically, particularly to Entertainment, which is a major revenue generator.

All hands are needed to support Joe, Mac, and Flo in their respective areas, as their budgets have been substantially reduced. If assistance can be provided without incurring costs, it is highly encouraged.

We are looking beyond month-to-month finances, establishing key financial metrics for review. If we do not meet our targets by Q2, more drastic recommendations—potentially related to our building—will be considered.

Financial Performance

January 2024 saw improvements over last year:

- Membership revenue: +\$2,000
- Special Events revenue: +\$5,000
- Room Rentals: +\$4,000
- Friday & Saturday night dances: +\$1,000
- Kitchen revenue: +\$13,000
- Expense reduction: -\$20,000
- General utilities savings: -\$10,000
- Interest savings: -\$10,000 (due to lower bank prime rates)

Result: A net positive balance of \$2,000 for January. This is an encouraging start.

Balance Sheet Review & Cleanup

We are working to correct historical accounting errors, including:

- **Account 1006** (\$82,000 entry from a 2013 bank transition) – to be resolved this year.
 - **Account 1110** (negative \$13,000) – erroneous entry, in process of removal.
 - **Accounts Receivable** – reflects prepaids in a way that works for our bookkeeping system.
 - **AGLC & Sports Liability Accounts** – Cleanup is ongoing to ensure proper recognition of revenues and liabilities.
 - **Historical Journal Entry Corrections** – A meticulous process requiring extensive record review, but progress is being made.
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Other Key Items

- A base amount of \$5,000 will be maintained in the membership account to ensure remittance obligations are met.
 - CRA compliance: Performers paid as individuals must provide either a GST number or SIN to receive payment. Failure to collect this information could result punitive action from the CRA.
 - Community Service: An additional 72 hours were logged, bringing our total to nearly 600 hours.
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Conclusion

With improved financial discipline and full commitment from all departments, we can achieve our ambitious goals. The first quarter will be critical, and continued efforts from everyone are necessary to ensure the long-term health of our Legion.

I so move my report

Seconded by Comrade W. Hyshka

CARRIED

Motion made by: Comrade N. Danyi – to engage our external accountant, our regular external accountant, to begin work on our year end.

Seconded by Comrade W. Hyshka

CARRIED

WAYS & MEANS: Comrade Hazen

The Raffle Application for the 50/50 Raffle for \$50,000 should be completed by the end of this week and I will be personally taking the application to AGLC upon completion. After reviewing the rules and confirming by telephone with AGLC, the licence fee will be \$750.00.

I have continued to update the website, Facebook account and started to compile a data base of membership emails and other contacts to send out the Entertainment Newsletter each month.

Labatts and EPCOR have not responded to my requests for sponsorship for Canada Day celebration to date. I will continue to research more options for grants and corporate sponsorship.

Just a reminder for everyone, that I will be out of the country from March 1 to 9.

I so move my report

Seconded by Comrade O'Brien

CARRIED

MEMBERSHIP: Comrade C. Wills

MEMBERSHIP: Comrade C. Wills reported that we have 1213 members for 2024 - 2025 in good standing.

Ordinary	Associate	Affiliate	Life Members
478	489	221	25

I so move my report.

Seconded by Comrade N. Danyi

CARRIED

NEW MEMBERS: Comrade C. Wills

7 New Applications 5 Transfers 0 Reinstatement

New Members

Ordinary	Associate	Affiliate
Kuhn, Kathryne	Tallman, Laura N	Jorginson, Elaine D
	Honrada, Evelyn	Jorginson, Dennis A
	Nelson, Sherry	
	Lechky, Gloria	

Transfer

Ordinary	Associate	Affiliate
Burchholz, Stephen Dominion Br 015	Stevens, Dennis B. (Barney) Dominion Br 015	Reid, Joanne E. Dominion Br 015
	Rivard, Jennie B. Dominion Br 015	
	Klepachek, Michael R. Dominion Br 015	

Reinstatements - 0

For a total of 12

I so move my report.

Seconded by Comrade Torrie

CARRIED

PUBLIC RELATIONS: Comrade Simon/Comrade Hazen

No report

SPORTS: Comrade W. Hyshka

We are getting ready for Command Pool this weekend. We have collected from the clubs \$2,131.50 for the month, \$31.50 from shuffleboard, and \$248.15 for pool. I want to thank Alex Ewan, Mark McCarthy and Vic Clarke they paid for and had new pool table cloths installed plus they also have gotten new pool ball racks.

I so move my report

Seconded by Comrade Wills

CARRIED

Discussion – the amount from pool players in the amount of \$248.15 seems very low for the amount of players that play every single day, for the whole day. The sum of \$5.00 per player being paid on the honour system does not seem to be working. We will table this discussion until the next Executive meeting to come up with ideas of how to deal with this.

BUILDING & GROUNDS: Comrade Torrie

Routine maintenance

I so move my report

Seconded by Comrade W. Hyshka

CARRIED

Discussion: Look into applying for Poppy funds for the handicap washroom doors.

HISTORIAN: Comrade Etmanski/Comrade S. Danyi

No report

Veteran of the Month – S. Danyi

Ladies and gentlemen, in honour of Black History Month I would like to honour the memory of Corporal Ainsworth Dyer, a Canadian soldier who served with distinction in the Canadian Armed Forces and made the ultimate sacrifice during Operation Enduring Freedom in Afghanistan.

Born in Montreal, Quebec, Ainsworth Dyer was a dedicated and courageous member of the 3rd Battalion, Princess Patricia's Canadian Light Infantry (PPCLI). He was part of Canada's early contributions to the war in Afghanistan, where our soldiers worked alongside international allies to combat terrorism and support stability in the region.

Tragically, on April 18, 2002, Corporal Dyer was one of four Canadian soldiers killed in the Tarnak Farm incident, a friendly fire tragedy where an American F-16 dropped a bomb on their position during a night training exercise even after having received instructions to the contrary. His death deeply impacted both the military community and the broader Canadian public, highlighting the risks our soldiers take while serving abroad.

In his honour, Ainsworth Dyer Bridge was named in Toronto, serving as a lasting tribute to his service and sacrifice. His family and friends continue to keep his memory alive, ensuring that his courage and dedication to his country are never forgotten.

Corporal Ainsworth Dyer embodied the values of duty, sacrifice, and resilience—values that define Canada's military tradition. His legacy reminds us of the cost of service and the importance of remembering those who gave their lives for a greater cause.

I so move my report.

Seconded by Comrade W. Hyshka

CARRIED

SICK & VISTING: Comrade Wiebe

No report

ENTERTAINMENT & SPECIAL EVENTS: Comrade Luce

The Committee has had two meetings, and we have been working hard to encourage all members involvement.

CANTEEN:

JAN 24 -25

BAND -TRAVELLING PILLBURYS

ATTENDANCE: 88 Cover Charge - \$971.00

BAR & FOOD: \$2065.65

JAN 31 – FEB 1

BAND – TWO BAD APPLES

ATTENDANCE: 68 Cover Charge - \$680.00

BAR & FOOD: \$839.75 (one day) total

FEB 7 - 8

BAND – ALI BRIGHT & THE BRIGHT BOYS

ATTENDANCE: 205 Cover Charge - \$2050

BAR & FOOD: \$1448.24 (ONE DAY TOTAL

FEB 9TH SUPERBOWL WATCH PARTY

ATTENDANCE: 42 - Cover Charge -NA

BAR & FOOD: \$983.18

50/50 & Secret square: \$335.00

FEB 14 - 15

BAND – A.J LIVE

ATTENDANCE: 58 Cover Charge - \$580

BAR & FOOD: No report on
TOTAL: Amount known \$9,952.82

Music Bingo – March 15, 2025
St. Patrick's Day Dinner – March 14 and 15, 2025
Family Movie Night – March 28, 2025

I so move my report.
Seconded by Comrade Wills

CARRIED

Master Function Budget Checklist

Date: 08-Feb-25

Event Name: CCR Tribute Show

Event Date(s) 08-Feb-25

Organizers/Committee: Entertainment

Eventbrite Sales	\$ 2,565.00
Ticket Sales	\$ 3,500.00
50/50 Sales	\$ 405.00
	\$ -
	\$ -
Liquor Sales	\$ 1,654.62
Total Sources of Revenue	\$ 8,124.62

EVENTS January 21 TO February 18, 2025

Date:	15-Feb-25	
Event Name:	Murder Mystery	
Event Date(s)	15-Feb-25	
Organizers/Committee:	Entertainment	
Eventbrite Sales	\$	2,346.94
Ticket Sales	\$	3,045.00
50/50 Sales	\$	300.00
	\$	-
	\$	-
Liquor Sales		\$ 1,034.39
Total Sources of Revenue	\$	6,726.33

Grand total \$14,850.95 Gross

WEEKLY DANCES: Comrade O'Brien

We have a Jam every Thursday. Our profit has been over \$300 pushing \$350.00 every week. We are breaking in a new band. The weather the past few weeks has been horrible.

I so move my report

Seconded by Comrade Torrie

CARRIED

POPPY: Comrade D. MacIntosh

I brought up a lot of things at the Poppy meeting. I do not know exacting what is happening in the end and what Command is doing. It was in the Directors Meeting that Command spoke and I was excused.

I so move my report.

Seconded by Comrade Simon

CARRIED

SERVICE OFFICER'S REPORT: Comrade Walsh

I have completed 5 requests for Poppy Fund Assistance.

I will be away from April 1 to 28, 2025 and I need a volunteer to do the Service Officer's job and because of the changes since my last vacation they may need to sit in on at least one or two of the poppy requests as I go through them with the individuals. Keeping in mind I most do poppy on Tuesday or Saturday afternoon or both. I will need a volunteer by the middle of March.

I so move my report.

Seconded by Comrade N. Danyi

CARRIED

HONOURS & AWARDS: Comrade Torrie

I guess is going to be just routine. I am going to be looking at possible awards to people. I am going to ask the Sgt At Arms to give me some assistance and at the General Meeting there will be some special presentations at the start of the General Meeting.

I so move my report

Seconded by Comrade O'Brien

CARRIED

CORRESPONDENCE: Comrade J. Hyshka –

Received the District 2 Rally Call and the Provincial Command Convention Call. The Rally is April 27 in Gibbons and Provincial Convention is May 2 and 4 in Stony Plain. Email from Command about the review of Branch Bylaws. Email from Command with respect to a Vimy Ridge Memorial Monument Replica Dedication at 2:00 pm on April 12 at Vimy, Alberta.

I so move my report.
Seconded by Comrade Foote

CARRIED

CADET LIAISON REPORTS: Comrade Criss

No report

CARRIED

SGT-AT-ARMS: Comrade Foote

There is one request for Honour Guard Service scheduled for 07 Mar 2025.

I so move my report
Seconded by Comrade Torrie

CARRIED

MANAGER'S REPORT: Flo Werner

I do not have a report. I just wanted to let everyone know that Ron resigned as the Kitchen Manager.

OLD BUSINESS:

- a. None

NEW BUSINESS:

- a. Greater Edmonton Poppy Fund – Rick Etmanski
 - Command Representatives were at the Directors Meeting.
 - Strathcona
 - The decision regarding Strathcona will be made at the PEC meeting being held in March
 - If the decision is made that they can leave the GEPPF, the GEPPF will be dissolved and we would lose our charitable status. Logistics to be worked out.
 - If Command votes that they cannot leave the GEPPF we will need to sit down and work out our issues.
 - GEPPF
 - Command advised that they would be taking control of the GEPPF accounts in that they would effectively be the bookkeeper/Treasurer of the GEPPF. Logistics on how this will work i.e. GEPPF is in Edmonton and Command is in Calgary has not yet been worked out yet. Further meeting forthcoming with Tammy.
- b. Convention Call
 - May 2 – 4, 2025 in Stony Plain
 - Need to do our Credentials for voting delegates
 - \$60.00 per delegate
 - Credential Report must be in Calgary by March 31, 2025

- Resolutions must be into Calgary by March 10, 2025 – Ron Charlet is working on one
 - The majority of the Executive would be willing to pay the \$60.00 delegate fee on their own
- c. Bylaws
- Mac, Wes, and Carol will review the Bylaws
- d. Spring Rally
- Sunday, April 27 in Gibbons.
 - Election Year – full uniform
- e. Donation – Bill O’Brien
- I would like to make a \$5,000 donation that is to be earmarked for entertainment ONLY.
- f. Indigenous Pins
- At the beginning of the Poppy season there was an order for \$20000 of these pins. The GEPF intended to sell them during the Campaign i.e. hockey games, football game and at the malls. We will be selling them at Convention in order to help pay for them and selling them to any Legion who is interested in buying them.

COMMENTS FOR THE GOOD & WELFARE OF KINGSWAYS BRANCH # 175

None

Reminder that Comrade Hyshka wants all reports in either Word/PDF. Her email is jackie.hyshka@kingswaylegion.ca. If she does not get a report – she will mark “NO REPORT” in the Minutes.

The President closed the meeting by ritual.

The meeting adjourned at 8:21 pm

Next meeting Tuesday, March 18, 2025 at 6:30 pm

 <p>Rick Etmanski President Kingsway Branch #175</p>	 <p>Jackie Hyshka Executive Secretary Kingsway Branch #175</p>
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