

**ROYAL CANADIAN LEGION KINGSWAY BRANCH #175**  
**MINUTES OF THE EXECUTIVE MEETING**  
**TUESDAY 19 NOVEMBER 2024**

The President opened the meeting by ritual at 6:30 p.m.

The meeting was chaired by Comrade S. Danyi

**ROLL CALL:**

**Present:** Comrades R. Torrie, Etmanski, W. Hyshka, R. Wills, C. Wills, J. Hyshka, Fecteau, Criss, Deugau, Morrill, Danyi, Simon, N. Danyi, D. MacIntosh, Walsh, Nelson, Werner, Hazen

**Excused:** Comrade Wiebe (sick)

**Absent:**

**Guests:**

**LAST POST**

<b><u>Name</u></b>	<b><u>Age</u></b>	<b><u>Deceased</u></b>	<b><u>Service (if applicable)</u></b>
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**MOTION TO ACCEPT THE AGENDA:**

Motion to accept the agenda were made by Comrade Etmanski

Seconded by Comrade R. Wills

**CARRIED**

**COMMITTEE REPORTS**

**FINANCIAL:** Comrade N. Danyi

**Overview:** The 175 Kingsway Legion has experienced a decline in revenue, with key financial metrics reflecting both external challenges and internal trends. As we review the year-to-date (YTD) performance, there are areas of concern, particularly around event-driven income and the rising costs associated with our building. Despite these challenges, we are managing expenses in line with reduced revenues, but several ratios indicate a need for immediate action and strategic adjustments going forward.

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**Revenue:** Revenue is down by \$53K (9%) year-over-year (YoY). This drop is primarily driven by:

- A 21% decrease in special event revenue, down \$25K.
- A 21% decrease in rental revenue, representing a \$14K decline.
- A 11% decrease in canteen revenue, down \$67K.
- All three of these major sources of cash have reduced their rate of decline significantly month over month from (33%, 24% and 12%)

Despite the decline in revenue, our gross margins have held steady at 42%, compared to 42% at

this time last year. This indicates that cost control measures have been effective in maintaining profitability, despite inflationary pressures.

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**Canteen Performance:** The canteen remains the largest driver of cash flow, generating \$571K YTD, which represents 65% of total revenue. September showed a recovery from summer canteen revenues increasing from \$40K to \$63k month over month and October continued that trend to \$73K

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**Cost of Goods Sold (COGS):** COGS have decreased by 10% YoY, aligning with the revenue decrease. This proportional reduction in costs is noteworthy, as it has occurred despite inflationary pressure. This effective management of COGS has allowed us to maintain stable gross margins.

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**Building Expenses:** The building continues to be our largest expense, accounting for approximately 41% of our total expenses. Building-related costs have flattened out to where they were last year, however, remain our largest fixed expense category, representing 45% of all fixed costs (up from 41% last month) excluding interest expense. These high costs are placing additional pressure on our overall financial position.

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**Building Operating Ratio:** The Building Operating Ratio, calculated as Gross Profit from all events, canteen, and rentals divided by building expenses and wages, has decreased to **0.72x**, down from **0.88x** last year. This means that every dollar of building revenue can now only cover \$0.72 of building costs, compared to \$0.88x last year. This declining ratio is a significant concern and will need to be addressed through either increased revenue or a reduction in building costs. Please note that this ratio has improved from the month of August to the month September and again from Sept to Oct.

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**Liquidity Ratio:** Liquidity, defined as the Legion's ability to meet its short-term obligations with its available assets, has weakened. The Liquidity Ratio has decreased to **0.64x** from **0.74x** last year. This means that for every \$1 of liabilities, we only have \$0.64 in liquid assets, compared to \$0.74 last year. A lower liquidity ratio signifies potential difficulty in covering short-term debts, and it emphasizes the need for more immediate cash flow management. This ratio has weakened over the past month indicating that we are running out of cash and liquid assets to cover our short-term liabilities.

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**Debt to Total Assets:** The Debt to Total Assets ratio remains mostly unchanged at **0.14x up from 0.13x**. This ratio indicates that we are in a relatively safe position in terms of asset coverage, with the book value of our building and land standing at \$11MM. In the event of asset liquidation, this ratio suggests we can comfortably cover debts.

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**Credit Line and Debt Service Coverage:** As of the end of August, there was \$18K (\$39K in August) available on our credit line. Unfortunately, our debt service coverage ratio remains negative, as it was last year. This means that regular cash flows are insufficient to cover debt obligations, which requires us to cover debt payments either by reducing expenses, using cash reserves if they become available, or continuing to use the credit line to pay the mortgage. Our total debt servicing costs amount to \$216K per year (principal and interest), consuming 43% of

our gross profit.

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**Interest Expenses:** Interest expenses have increased by 47% or \$38K YoY, largely due to the variable rate tied to the Bank of Canada's prime rate increases last year. However, with the recent Bank of Canada rate decreases, we anticipate some relief in interest costs going forward

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**Cash Burn:** Our average cash burn per month is averaging \$25K based on trailing 3-months. Based on this average we have enough cash to cover 1.1 months (down from 1.2 months) using all of our available non-restricted cash as well as the full extent of our credit line.

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**Budgeting for 2025:** To prepare the oncoming executive, each department is asked to create a 2025 detailed budget based on last year's term to be given to the finance committee prior to the Nov 16<sup>th</sup>, 2024, meeting for compilation and discussion. So far, we have only seen budgets from the president and manager. The purpose is to have a working draft budget for the new executive next year to start with. Going forward with the 2025 year the finance committee asks that each depart present a update budget as a part of the agenda at the monthly meetings comparing their department budget to YTD to Estimate final costs for the year. This will help the legion better manage their cashflows going forward. We ask that these budgets be completed prior to the general meeting next week.

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**Conclusion and Next Steps:** The financial situation of the 175 Kingsway Legion requires immediate attention, particularly in improving our revenue streams and managing building expenses. With a liquidity ratio of 0.64x, it's critical that we enhance our cash position, either through raising funds or controlling expenses further. We must also explore opportunities to increase our debt service coverage ratio, potentially by restructuring our debt or finding additional revenue sources.

Further discussions are necessary to map out a clear strategy for addressing these challenges and ensuring the financial stability of the Legion in the coming months.

Seconded by Comrade W. Hyshka

**TREASURER:** Comrade R. Wills

### **Minutes of the Kingsway Legion Financial Committee Meeting**

**Saturday Nov 16, 2024, at 10:00 am**

1. The meeting was call to order at 10:00 am
2. **Roll Call:** Ron Wills, Natalie Danyi, Flo Werner, Ron Charlet, Sean Danyi, Pat Earles, Jackie Hyshka, Donna MacIntosh, Wes Hyshka.
  - a) **Absent:** Rick Etmanski, Steve Criss, Debbie Geiger.
  - b) **Guest:** None
3. **Adoption of Agenda** – Approved
4. **Chairmen's Comments** - Ron thanked everyone for making the meeting on such short notice. Ron announced that Don Leben may be interested in the Treasurer's position next year. He will be meeting with Don next week to discuss what is involved.
5. **Treasurers Report-** Natalie reviewed the Balance Sheet & Profit & Loss Statement with the committee. There are still a few accounts that need be straightened out but as a

whole the books are looking much better. Debbie continues to hard work ensuring the accounts up to date.

Seconded by Comrade W. Hyshka

- 6. Entertainment** – Jackie reported that all weekends are booked until the end of Dec. Tickets for Jimmy the Janitor are low only 43 sold. Twilight ticket sales are at show only: 14, show & meal 51. We have Canadian Coldwater Revival, a CCR Tribute band coming Feb 8<sup>th</sup>. On Jan 18<sup>th</sup> we are hosting a Robbie Burn Night with Haggis and a DJ

- 7. Manager's Report** – Flo will be looking into the rates and fees that Alco is charging us. The amount seems to be to high.

**8. Old Business**

- a) **Class Action Lawsuit Latest update 14 Mar 2022** – No Change
- b) **2023 AGLC Audit** – Submitted to AGCL on July 12<sup>th</sup>, waiting for their report. Had a call from them and they are sending us our paperwork back so I would say that the audit has been completed.
- c) **Budget Procedures for 2025** – Natalie will be presenting the new Budget Procedures at the Executive meeting on Tuesday. All committee members will be required to submit a budget for there respective committees and give a monthly report on same.
- d) **Year of Community 2025** - Natalie noted that the community as a whole doesn't know much about the Legion and how we support them. She proposed that we start a new initiative call "Year of Community" where we encourage our members to do volunteer work outside and Branch, while under the Legion Banner. The Branch will track these hours and reach out to community and make them aware of our support. More to Follow at the Executive Meeting.

**9. New Business**

- a) **AGCL** – We are being audit again this time for the period Apr – Sep 2024. It must be ready for Dec 6<sup>th</sup>.
- b) **Oiler / Oil Kings** - Ron, Rick & Steve will be meeting with Hailey Bentley of the Oiler / Oil Kings on Wednesday, 20 Nov at 1300 hrs. Not sure what is about, we will let you know after the meeting.

- 10. Next Meeting** – 17 Nov 2024 at 10:00 am.

- 11. Motion to Adjourn** – Made by Wes Hyshka.

- 12. Adjournment** – 11:10 am

I so move my report.

Seconded by Comrade Simon

**CARRIED**

## **WAYS & MEANS: Comrade Criss**

Had a Musical Bingo on October 26<sup>th</sup> was a great turn out and lots of fun. Happy to say Grey Cup tickets for 2024 Grey Cup was sold out. The game was this past Sunday and winners are:

1st Quarter	\$100.00 prize	Dale Werner
2 <sup>nd</sup> Quarter	\$150.00 prize	Dave Olsen
3 <sup>rd</sup> Quarter	\$150.00 prize	Joyce Hrywkiw
Final	\$300.00 prize	John Rutledge

Waiting on approval for the New Horizons Grant for full \$25,000 for banquet chair upgrades, new POS system, and stage. Looking at new fundraiser for late February details to follow.

If you know of anyone or a company that can donate prizes or any other fundraising ideas, please contact Steve Criss at 780 278 1233 or at [steve.criss@kingswaylegion.ca](mailto:steve.criss@kingswaylegion.ca)

Seconded by Comrade Fecteau

**CARRIED**

**MEMBERSHIP:** Comrade C. Wills reported that we have 1226 members for 2024 in good standing.

Ordinary	Associate	Affiliate	Life Members
469	458	274	25

I so move my report.

Seconded by Comrade Criss

**CARRIED**

**NEW MEMBERS:** Comrade C. Wills 23 New Applications 1 Transfer 1 Reinstatement

### **New Members**

Ordinary	Associate	Affiliate
Barrett, Garry	Barrett, Christine	Chemilnisky, Julie
Lennie, Rosemary	Chiasson, Lorna	Mazzocca, Alberto
Buchanan, Dawna	Bedard, Donna	
Allen, Allen Nigel	McGregor, James	
Popp, Gregory	Johansson, Jami	
Antonucci, Carmine	Bishop, William	
Hutchison, Kelly	Popp, Cheryl	
Gonder, Borden	Burns, Darrell	
	Burns, Charlotte	
	Taylor, Faye	
	Maron, Phillip	

Heberling, Debora  
Gardner, Dale

**Transfer**

Bard, Robert  
Ottawa Br 15

Nipshank, Rosemary  
Ottawa Br 15

McMorran, Cameron  
New Westminster BC Br 02

**Reinstatements**

Vincent, Jeffrey  
Brockville ON Br 96

For a total of 27

I so move my report.

Seconded by Comrade Deugau

**CARRIED**

**MOTION:** As per the Per Capita Tax Rates/Legion Magazine increased approved by Dominion Convention, I, hereby move that an increase of \$5.00 in Membership dues, effective 01 September, 2025, to cover this increase of the per capita and Legion magazine subscription.

Seconded by Comrade Etmanski

**CARRIED**

**PUBLICITY:** Comrade Simon/Hazen -No Report

**SPORTS:** Comrade Nelson- No report

**BUILDING & GROUNDS:** Comrade W. Hyshka

I would like to start by thank everyone that has been involved in helping this year, this place would not run with out the many hours these people put in.

I would like to thank CB Hill Cadets for doing a clean up just before Remembrance Day.

I have ben busy this month with the poppy money count, I would like to thank the people who have been assisting.

Rick and I have just about completed the change over the dartboard lights.

I so move my report.

Seconded by Comrade Walsh

**CARRIED**

**HISTORIAN:** Comrade Deugau

I am doing research on events for the display at the front, once the 100th anniversary display is over. Judy is looking into historical artifacts we have in our possession.

Comrade Etmanski, I received a few things from a young lady whose mother or grandmother who served in WW 2. I was given her medals from WW 2, her Legion medals, she was a 35-year member, and a picture of the lady. So, I will be placing them in a shadow box and putting them in display case.

I so move my report.

Seconded by Comrade Criss

**CARRIED**

**SICK & VISTING:** Comrade Wiebe - No Report

**ENTERTAINMENT & SPECIAL EVENTS:** Comrade J. Hyshka  
Upcoming dates and bands are as follows:

Nov 22/23 – Trick Ryder  
Nov 29/30 – Sparkling Tones  
Dec 6/7 – Trick Ryder  
Dec 13/14 - Sparkling Tones  
Dec 20/21 – Dean Henry  
Dec 27/28 – NO DANCE

**UPCOMING EVENTS** - \*\*all prices are GST applicable

Jimmy the Janitor “Maritime Canada’s Best... Good Clean Fun”  
Sunday, November 24, 2024  
Show only - \$30.00  
Doors open 6:00 pm  
Show at 7:00 pm

Saturday, November 30, 2024  
Twilight Time  
Dinner and Show - \$65.00  
Show only - \$35.00  
At the Door - \$45.00  
Doors – 5:00 pm  
Dinner – 5:30 pm  
Show – 7:00 pm  
Tickets available at the Branch or Eventbrite

December 31, 2024  
New Year’s Eve  
“The Diamonds Band”  
Advance Sales – prior to December 17  
\$65.00 Legion members  
\$70.00 non-Legion members  
Tickets Sales – December 18 – 28  
\$70.00 Legion Members  
\$80.00 non-Legion members  
Tickets on sale soon

January 18, 2025  
Robbie Burn’s Night  
More to come  
I so move my report.  
Seconded by Comrade Hazen

**CARRIED**

**POPPY:** Comrade D. MacIntosh

Kingsway had four bursaries approved for \$1,000.00 each

Two expenses for supplies were approved, one for wreath and the other for poppy supplies

It was recommended the Poppy Executive draft a notice to Strathcona to bring in the funds from the 2024 Popp Campaign

The Terms of Reference that were submitted over a year ago to Command are up for review when Command Poppy meets at the end of the month. If approved, it will result in an increase to the petty cash allowing for a greater operating budget.

Of interest to note Command Poppy only meets twice a year which makes things difficult to get approved of or changed so I will begin reviewing aspects of the Poppy Manual and the Terms of Reference to better align them with each other and the current state of the economy.

I so move my report.

Seconded by Comrade R. Wills

**CARRIED**

**SERVICE OFFICER'S REPORT:** Comrade Walsh

I have completed one request for Poppy Fund assistance, gave the veteran gas cards in the amount of \$200.00, completed two Legion Claim Forms both forms which were forwarded to the Command Service Officer for additional follow-up.

I so move my report.

Seconded by Comrade Fecteau

**CARRIED**

**HONOURS & AWARDS:** Comrade Fecteau

A number of Certificate of Special Appreciation will be given out at the General Meeting.

I so move my report.

Seconded by Comrade Criss

**CARRIED**

**CORRESPONDENCE:** Comrade C. Wills – email from Carmen Vickery

Potential sponsorship for social impact photography exhibit for photographer Jerry Cordeiro

As an alternative to just a handing over money, we would be happy to share an exhibit of work at your legion, with an emphasis on the homeless vets that he's been privileged to meet and photograph. And/or perhaps we could create a social media campaign where we could photograph and interview some of your members and share to social media to garner more support and recognition of your Legion branch and members.

Partnering with the Legion in any capacity would be an honour. I myself am the granddaughter of a World War 2 veteran who was a member of the Legion and have the utmost respect for all that you have done and continue to do. Thank you for your service and your dedication to our country.



**CADET LIAISON REPORTS:** Comrade Fecteau

CB Hill cadets did the fall clean up  
504 parade is upcoming  
180 Cadets – a \$1000 cheque was given to the Corp.  
I so move my report.  
Seconded by Comrade Criss

**CARRIED**

**SGT-AT-ARMS:** Comrade Etmanski

Thanks to all that helped on Remembrance Day ceremony and events through the day.  
I so move my report.  
Seconded by Comrade Criss

**CARRIED**

**MANAGER'S REPORT:**

We will need to get our extinguishers, sprinklers and back flow inspected.

Light for the lobby will be here on Thursday afternoon

After checking into ALSCO, they will be giving us a \$834.00 credit for over charging

The staff want to have a Christmas party on Dec 18, 2024, they are supplying all their own food and drinks. I think we should contribute something to the party.

Comrade R. Wills moved the report.  
Seconded by Comrade N. Danyi

**CARRIED**

**OLD BUSINESS:**

**Hypnotist Show** – we had a poor attendance of 40 people, and our total direct cost was \$3,781.79, and our total cost made was \$2777.51, which is a loss of \$1,205.11.

**Silent Auction** – Comrade R. Wills reported that we made a net total of \$6,940.03. Having said that as we lost money on the hypnotist show we can offset the loss.

**NEW BUSINESS:**

**Water bottle labels** – Comrade R. Wills, we currently have 1650 labels left, which is approximately 68 cases, we go through 10 cases a week, we only have enough for 7 weeks. So, the question is do we want to reinvest to buy labelled water or go back to Costco water. It was decided that we would go back to Costco water.

## **COMMENTS FOR THE GOOD & WELFARE OF KINGSWAYS BRANCH # 175**

**Canada Post** – Comrade C. Wills, as Canada Post is on strike, I received an email from Dominion stating they will not be sending out any cards, stickers or mail until the strike is over. As a preventative measure to ensure our members payments are sent to Dominion and remain in Good Standing, I will send all per capita funds to be sent by courier.

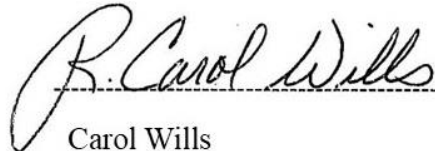
**Motion:** To adjourn was made by Comrade W. Hyshka

The President closed the meeting by ritual.

The meeting adjourned at 9:00 P.M



Robert "Mac" Torrie  
President  
Kingsway Legion Branch #175



Carol Wills  
Executive Secretary  
Kingsway Legion Branch #175