

**ROYAL CANADIAN LEGION KINGSWAY BRANCH #175**  
**MINUTES OF THE EXECUTIVE MEETING**  
**TUESDAY 21 JANUARY 2025**

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

The meeting was chaired by Comrade C. Wills

**ROLL CALL:**

**Present:** R. Etmanski, C. Wills, J. Hazen, J. Hyshka, Simon, Weibe, Luce, O'Brien, MacIntosh, Walsh, Criss, W. Hyshka, Deugau and Werner

**Excused:** Torrie, S. Danyi, N. Danyi, Foote

**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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No Report

**MOTION TO ACCEPT THE AGENDA:**

Motion to accept the agenda made by Comrade Criss

Seconded by Comrade Walsh

**CARRIED**

**COMMITTEE REPORTS**

**TREASURER:** Comrade D. MacIntosh

I am pleased to present the Treasurer's report for the Kingsway Legion. As we approach the close of our fiscal 2024 year, I would like to share a summary of our financial position based on preliminary numbers.

**1. Fiscal 2024 Preliminary Review**

- The preliminary numbers for our fiscal 2024 year have been reviewed. We will discuss these findings in greater detail with the finance committee during our scheduled meeting this Saturday.

**2. Net Loss Overview**

- Preliminary figures indicate a net loss of \$172,000.00 for the year. This loss was primarily covered by cash on hand and AGLC funds, ensuring our operations remained funded. Once depreciation is fully accounted for, this result will put us on par with our fiscal 2023 performance.

### 3. SG&A and Revenue Trends

- Selling, General, and Administrative (SG&A) expenses have increased by almost \$400,000.00 year over year (YoY), largely due to depreciation not yet being factored into the 2024 numbers.
- Revenue for 2024 saw a decline of approximately \$60,000.00 compared to the previous year

### 4. Balance Sheet Adjustments

- The balance sheet still requires adjustments to align with our 2023 external financial statements. These corrections will be addressed in collaboration with Debbie as we finalize the 2024 year-end review.

### 5. Caution Regarding Preliminary Numbers

- Please note that these figures are preliminary and subject to further review and adjustments. Finalized numbers will be presented once the year-end process is complete.

I so move my report

Seconded by Comrade Wiebe

**CARRIED**

**FINANCE COMMITTEE CHAIRMAN:** Comrade N. Danyi (presented by Comrade MacIntosh)

The finance committee met in late December in a special meeting to review the preliminary 2025 budget. The below is a summary of the current draft status of the budget.

<b>Revenue</b>	<b>Submitted Budgets</b>	<b>Fiscal 2023 (actual)</b>
Regular Events	\$ 87,020.00	\$ -
Special Events	\$ 97,500.00	\$ 124,674.00
Rentals	\$ 125,200.00	\$ 114,697.00
Membership & Regalia	\$ 99,000.00	\$ 60,403.00
Donation		\$ 31,644.00
Canteen	\$ 743,000.00	\$ 863,552.00
AGLC	\$ 199,200.00	\$ 83,699.00
Grant Revenue	\$ 138,000.00	\$ -
Other		\$ 60,729.00
<b>Total Sources of Cash</b>	<b>\$ 1,488,920.00</b>	<b>\$ 1,339,398.00</b>
Costs of Goods Sold (Canteen)	\$ 210,262.50	\$ 359,160.00
Costs of Goods Sold (Membership & Regalia)	\$ 50,900.00	\$ 25,855.00
SG&A	\$ 72,491.00	\$ 148,333.00
Building	\$ 493,790.00	\$ 192,481.00
Wages & Employee Benefits	\$ 500,000.00	\$ 459,948.00
Mortgage Payment & Interest	\$ 216,000.00	\$ 135,372.00

Regular & Special Functions	\$	108,347.00	\$	35,881.00
<b>Total Expenses</b>	<b>\$</b>	<b>1,651,790.50</b>	<b>\$</b>	<b>1,357,030.00</b>
<b>Net Cash Position</b>	<b>-\$</b>	<b>162,870.50</b>	<b>-\$</b>	<b>17,632.00</b>

Please note that an additional \$163K needs to be cut from the budget in order to balance. The chairperson of the financial committee asks for guidance from the executive on where they would like to see the funds cut from. Current department expense lines sit as the following:

Membership \$57,500  
 Historian \$200  
 Sports \$2,800  
 Entertainment \$105,537  
 Ways and Means (including AGLC items) \$72,491  
 General Operations (excluding payroll and building) \$122,725  
 Payroll \$500,000  
 Building (Outside of Maintenance and Repairs) \$495,590  
 Maintenance and Repairs \$214,200  
 Canteen \$210,216

Moved by Comrade W. Hyshka  
 Seconded by Comrade O'Brien

**CARRIED**

#### **WAYS & MEANS:** Comrade Hazen

I have requested sponsorship from EPCOR for \$5000 and from Labatt's for funding or prizes for our Canada Day Celebration. I have received some positive feedback from Labatt's and still waiting to hear from EPCOR. I attended a 3 hour ZOOM information seminar with the CIP Operating Grant Program. I will continue to research the possibility of applying for government grants and other sponsorships through Canadian Corporate Companies. I have attended 2 Entertainment Committee Meetings and one Financial Committee Meeting. I have continued to update the website, Facebook and promote all upcoming events.

The Raffle Committee and the board agreed on proceeding with a 50/50 Raffle for \$50,000. This option will have the least amount of risk and the operational fees will be at a minimum. The raffle would run for an entire year.

#### **ACTION ITEM**

Overhead costs for an in-house Raffle:

- \$50,000 registration fees AGLC = \$150
- **\$100,000 registration fees AGLC = \$500**
- Tickets would be sold manually
- Printing costs would be done internally approximate cost \$100
- Advertising Fees **Optional**, but highly recommended \$2000.00

- Maximum cost approximately = **\$2600 Profit \$47,400 if all tickets are sold**
- See attached break down on amount of Tickets and Prices.

General Tickets Location

**Licence Entry Wizard  
Ticket Information**

Colour	Units	Price	Quantity	Extended Value
Black	1	for \$ 10.00	5000	\$50,000.00
Purple	3	for \$ 25.00	6000	\$50,000.00
	0	for \$ 0.00	0	\$0.00
	0	for \$ 0.00	0	\$0.00
	0	for \$ 0.00	0	\$0.00

Example:

Red	1	\$2.00	500	\$1,000.00
White	3	\$5.00	300	\$500.00

**Total Amount: \$100,000.00**

Our committee would like to recruit a large team of volunteers, these folks would work all the legion events, the Farmers Market and would also go out into the community selling tickets at e.g. Elks games, trade shows, major festivals in the city throughout the year. This will be a **Great** opportunity to promote membership at the Kingsway Legion. If you wish to help with this project, please let our committee know, this is going to be a big fundraiser to keep the Kingsway Legion open.

See attached break down on amount of Tickets and Prices needed for this raffle.

The committee and Board are requesting approval from the membership to move forward with the raffle and for the funding for expenses of \$2600.00

I so move my report  
Seconded by Comrade W. Hyshka

**CARRIED**

**MEMBERSHIP:** Comrade C. Wills

**MEMBERSHIP:** Comrade C. Wills reported that we have 1271 members for 2024 and 2025 in good standing.

Ordinary	Associate	Affiliate	Life Members
480	477	290	24

I so move my report.

Seconded by Comrade Wiebe

**CARRIED**

**NEW MEMBERS:** Comrade C. Wills

18 New Applications 13 Transfer Reinstatement

**New Members**

Ordinary	Associate	Affiliate
Allen, Allen Nigel	Maron, Phillip	Adams, Fern
Friesen, Deborah	Popp, Cheryl	Juhlin, Julie
Frey, Jenifer	Popp, Gregory	Megley, Olivia
	Schatrowski, Margaret	Johnstone, Ron
	Taylor, Faye E.	
	Tucci, Tony	
	McLeod, Ilene	
	Johansson, Jami	
	Burns, Darrell	
	Regan, Kieran	
	Leary, Patricia	

**Transfer**

Ordinary	Associate	Affiliate
McMorran, Cameron New Westminster BC Br 02	Wilson, Terry Dominion 015	Barbazuk, Rick Norwood Br 178
Bard, Robert Dominion 015	London, Amy Lee Dominion 015	
Nipshank, Rosemary Dominion 015	Johnson, Jessie Ryley Br 192	
	Dmytruk, Gerald Norwood Br 178	
	Laboucane, Norman Dominion Br 015	
	Ringma, LeAnn Fort Saskatchewan Br 27	
	Wasylynchuk, Joseph Norwood Br 178	

	Bowering, Paul Malahat Br 134	
	Gardner, Dale Dominion 015	

**Reinstatements - None**

For a total of 31

I so move my report.

Seconded by Comrade Criss

**CARRIED**

**PUBLIC RELATIONS:** Comrade Simon/Comrade Hazen

The January and February newsletters will be sent out within the next two weeks as I am having issues with my BCC emails. Ron is working on getting it fixed. All the new information will be out by February 1. I am also trying very hard to get the posters out as fast as I can.

I so move my report

**Seconded by:** Comrade W. Hyshka

**CARRIED**

**SPORTS:** Comrade W. Hyshka

I am working on a money raiser for the darts. A roll of cork board costs \$40 a roll. You need a roll and a half to do a board. My plan is to get foam backers to protect the areas which is primarily damaged but to get the money to do this my plan is to get sponsors for the boards. I have talked to Flo and Rick about this. The boards close to the window would be \$250 and the middle boards would be \$300 as they are used the most. The sponsor would in essence be purchasing the new backing. We would place their logo, phone number or whatever they wanted for one year. I will be working with Entertainment and Ways & Means in order to not overlap and who I could possibly reach out to. Any person/company can sponsor a board.

February 21 and 22, 2025 we are hosting Command 8 ball pairs. I have talked to Flo. We have cancelled Friday night shuffleboard. I have talked to Ron about the menu and we are good. Only three districts have reported in.

I have received a note from Friday night shuffleboard and it says: I was wondering if you would be okay for Friday night shuffleboard to pay a \$5.00 coverage charge instead of the \$10.00 as we like to stay and play cards afterwards.

Executive is in agreement with this proposal. We would need a list of who plays shuffleboard on Fridays and the people at the front door would have to mark them off when they pay for the \$5.00.

I so move my report

Seconded by Comrade Criss

**CARRIED**

**BUILDING & GROUNDS:** Comrade Torrie

**No report**

**HISTORIAN:** Comrade Etmanski/Comrade S. Danyi

We started to remove the Air Force display and give back the items to the individuals that put them in there and within the next week or so we will be looking at our next display as to what to put in. If anyone has any ideas, please let us know.

I so move my report.

Seconded by Comrade Simon

**CARRIED**

**SICK & VISTING:** Comrade Wiebe

Roger Nelson was in hospital and did not realize he had been there for a while before I heard about it. I did go and see him but he had been discharged about an hour earlier.

Also, between the Service Officer and myself we were made aware of a veteran who is not a part of this Legion but was in dire straights whose aunt had called from New Brunswick and I we had a chat with her and I talked to Mike. The veteran lives in Sherwood Park and that falls under Fort Saskatchewan Legion. Mike emailed them and advised they would look after it. Mike provided the information to Fort Saskatchewan and hopefully everything works out.

I was on my way there when he called to say he was on his way to dialysis. I have been in contact with him on the phone but have not visited him. I will when he is ready for a visit.

I so move my report.

Seconded by Comrade O'Brien

**CARRIED**

**ENTERTAINMENT & SPECIAL EVENTS:** Comrade Luce

This past month that I have been involved with the Entertainment Committee we have had one good Bingo. We had 170 people show up to our Music Bingo. Our profit for that was like \$1742.55. So, we are obviously going to keep doing the Music Bingo. It was amazing to see the people all dressed up in the 80s attire. Coming up we have the CCR tribute band and the Murder Mystery in February. We need to build up the ticket numbers. We have approximately 65 for CCR and I believe the same for the Murder Mystery.

The bands for the canteen. This has been interesting. Basically, over the past couple of weeks I have been dealing with a lot of negativity. They feel I am taking away their social time. I have addressed a few people by email letting them know that we have to make a change and that they are not losing the bands its that they are just not going to be there every week. It is going to be something new every week. We need some variety. We are asking them for patience and go with the flow and give it a try.

So, the goal is, with everyone's support, I am going to continue to go on. It is going to take a little while for change to happen.

Our committee has had two meetings. In our meetings we have gone over a business plan, a sponsorship plan to send out to people and this week we started to send out sponsorship requests to businesses. I have started with two businesses this week. We will have to work with everyone

I would like address our volunteers and staff and I would like our President and two Vices also involved in that so that we can get on the same page so we get this transition a positive outlook on our roles here to create a fun, happening place and not a negative happening place.

I so move my report.

Seconded by Comrade Simon

**CARRIED**

**WEEKLY DANCES:** Comrade O'Brien

We now have a Jam every week now – every Thursday and they will be here on the 30<sup>th</sup> for their first gig.

I try to get people to come and celebrate their birthday, anniversary on a Thursday night. I offer a dance floor, live music, ample parking, \$10 admission for everybody. You bring in an extra 10 – 20 guests, half of them will eat, you are looking at an additional 2 to 3 hundred dollars. The people who are putting on the birthday hopefully they bring enough cake for everyone. Carol reminded Bill that she does birthday cakes.

I so move my report

Seconded by Comrade Deugau

**CARRIED**

**POPPY:** Comrade D. MacIntosh

Still working on totals for 2024 Poppy Fund. \$100.00 gold coin is going to be assessed this week. Funds are still outstanding from Strathcona. Hoping to have this resolved by Command this week.

We are now requesting proof of service and proof of enrolment when applying for a bursary. This was actually always a requirement. In the event of no proof of service we will assess on a case-by-case basis.

We should have the entire new Executive in place for February meeting. Norwood's elections are tonight.

I so move my report.

Seconded by Comrade Deugau

**CARRIED**



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

I have completed seven requests for poppy fund assistance, completed two legion claim forms, which were forwarded to the Command Service Officer for additional follow-up, referred 1 veteran to the branch padre for additional guidance and provided advice to three individuals pertaining to completion of documentation for Veterans Affairs.

I so move my report.

Seconded by Comrade Hazen

**CARRIED**

## **HONOURS & AWARDS: Comrade Torrie**

No report

Comrade Wills along with Comrade Etmanski and the Colour Guard are going to Kipnes tomorrow to pay homage to Jim Stewart for 55-year membership within this Legion. Comrade Etmanski and I are also going to see a gentleman Robert Haywood out at Pleasantview Manor who has 50 years with the Legion and cannot make it here. So, what we have decided is that if a member has 40 plus years, are disabled or unable to come to the Legion we will go to them. They served with us long enough and I think we owe them the respect to go to them.

## **CORRESPONDENCE: Comrade J. Hyshka –**

Email from Donna Ganzon, Communications Coordinator/Admin Assistant, AB/NWT Command congratulating us on our Elections. They are looking for pictures from the election.

I so move my report.

Seconded by Comrade Criss

**CARRIED**

Comrade Wills advised that Flo just found out that when we lose a member, if they are a veteran, I have a form that I have to fill out and they are mentioned in the next Legion Magazine. So, I have submitted one name to see if it works. I have three other names of veterans from 2024 to submit to have their names in the Magazine.

## **CADET LIAISON REPORTS: Comrade Criss**

Now parading with 108 cadets with 8 new ones as of January 9<sup>th</sup>. Squadron had CO's parade tonight. Very well turned out and great time with lots of promotions being given out. Hosted a survival camp in November, great turn out with lots of activities and fun. Other than that, the training year for 2025 is off to a good start. We are starting to receive applications for flying scholarships where the cadets are looking forward to.

Joceyln and Janet were at 180 a few weeks ago. The LA sent out cheques to all the cadet units. All the cadet units used to help out with Branch activities 3 or 4 times a year. We are always talking about advertising so one of my ideas is (Navy League cannot participate as they are too young) we have 4 other units and I am going to pick one unit once a month and rotate them

throughout the fall and winter and they are going to drop off flyers for us in the area. All I am asking from each cadet unit about 15 cadets to go out on a Saturday afternoon and drop off flyers for our upcoming activities and in return we will give them a hotdog lunch, snack and drink.

I so move my report.

Seconded by Comrade Hazen

**CARRIED**

**SGT-AT-ARMS:** Comrade Foote

No report

**MANAGER'S REPORT:** Flo Werner

We have had some issues in the kitchen, but we are working them out.

Some person pulled the door off the hinges in the men's Handi cap toilet, (canteen side) on Christmas eve or Christmas day, costing us yet more expense.

I have raised the prices for liquor, the banquet menus have gone up by \$.50 cents and the room, bartender and AV equipment have gone up also.

We need to charge an extra \$1.00 per ticket for events that have tablecloths on the tables. The \$1.00 will be part of the food budget.

We should try and get a different menu for the bingos and other events that are in the large room.

If two events are going at the same time, I don't feel that our kitchen can handle it. Making people on both sides wait longer for food.

Comrade W. Hyshka moved the report.

Seconded by Comrade Criss

**CARRIED**

**OLD BUSINESS:**

No new business

**NEW BUSINESS:**

**a. Volunteer Privileges – Comrade Etmanski**

- a. If you are working a main event and you are working the door taking entrance fees and what not, or you are selling 50/50 technically you are only working for about 2 to 3 hours at the very most. Those individuals are entitled to 50% off their meal in the canteen prior to the event. If you are volunteering for dish pick up or clean up and/or serving food, you are expected to be here for the full event right to the end to help clean up at the end. If it is a buffet that is being served you get to eat free off the buffet once the paying parties have finished and the buffet has been

moved into the back. They will either eat in the hallway or in another room but not in the room where the event is being held. If it is like the Bingos, off the menu, the same thing applies 50% off prior to the event or later on during the event while the show is going on they can go and eat in the canteen with 50% off their meal. All volunteers will be asked to sign a Memorandum of Understanding so that everyone is clear on their duties.

**b. Decorating/Decorations – Comrade Etmanski**

- a. The decorating party for the canteen is Joy, Jamie and Blondie. If anyone wants to assist them – speak with them.

**c. Children in the Juno Lounge – Comrade J. Hyshka**

- a. Children are allowed but they must be supervised at all times.

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

**a. Perogy Dinner and Dance – April 5, 2025 – Comrade J. Hyshka**

- a. Moving the band (Sparkling Tones) to the Maple Leaf Room for the Friday and Saturday dance.
- b. Saturday, April 5 is the perogy dinner. I have invited Vatra Ukrainian Dance Ensemble to perform.
- c. Perogy making day will be on March 23, 2025 at 11:00. Need about 10 – 15 volunteers.

\*Reminder that Comrade Hyshka wants all reports in either Word/PDF. Her email is [jackie.hyshka@kingswaylegion.ca](mailto: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 8:17 P.M

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

 Rick Etmanski President Kingsway Branch #175	 Jackie Hyshka Executive Secretary Kingsway Branch #175
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