

# Royal Canadian Legion Branch #71

## Annual General Meeting March 30, 2026

1. Call to Order. By Comrade Chris Farthing at 7:17 pm in the Veterans Hall.
2. Roll: 6 executives and 12 members.
3. Opening Ceremony. Conducted with recognition of the passing of Linda Pattison and Mel Casey.
4. Minutes of the last Annual General Meeting: Comrade Elizabeth Carlow moved the adoption of the 2025 Annual General Meeting minutes as circulated, seconded by Comrade Mary-Lou Flegal. **Motion Carried**
5. Old Business & Business Arising from the Minutes
  - a. None
6. New Business
  - a. President's Annual Report – Comrade Ken Carlow mentioned that 2025 was a banner year, with a few new initiatives like the Courtesy Van.
  - b. Audit – Comrade Ken Carlow reported that on February 17th, 2026, Comrades Bev Dearin, Audrey Mantyka and Mary-Lou Flegel met to do the Internal Audit. We wish to thank them for their time and efforts. The report is 16 pages long, so Ken won't be going through the document page by page. Suffice it to say that the audit was successful, and the Executive Committee recommended it for General Membership approval. Comrade Ken Carlow stated that he is available on request for anyone who wishes to review the Audit in detail. The most significant issue from the Committee's report was the need to focus additional effort and ensure a quarterly review of actual vs budget expenditures. The Audit is about 20 pages of different questions, so if anyone wants to see it and ask questions, please ask and Ken will sit down with you.  
  
Comrade Ken Carlow moved to accept the Internal Audit as presented, seconded by Comrade Kathy McNeil. **Motion Carried**
  - c. 2025 Year-end Financial Statement – Comrade Ken Carlow reported that the Year-end Statement and documents have been reviewed by the Executive and the Audit Committee. Ken encouraged members to review them as well. If there were any questions regarding this or other financial

reports members are encouraged to ask at any time. A couple of items of interest are: The future Per Capita comes off the revenue because it is prepaid for the next years membership. The insurance for the Legion is \$16,000 a year. Bar drink/mix/food is a higher number because of the non-alcoholic drinks. Gaming funds must be donated. Ken will check to see who we are allowed to donate to. We were allowed to keep an administration fee, that was \$3,000 in 2025. Poppy Campaign revenue was down slightly. Comrade Marius Hoofd asked a couple of questions at the Executive meeting, that Ken will sit with Marius and figure out the inconsistency between the market and financial spread sheets. Comrade Ken Carlow moved to accept the 2025 Year End Financial Statement seconded by Comrade Lauren Scavarelli. **Motion Carried**

- d. 2026 Budgets - Comrade Ken Carlow presented the General, Gaming and Poppy Budgets for 2026. The General budget expenses are a little high but the chair project is not complete, so the budget will be about right. The Gaming had some money carry over, we have a little extra for the Cadets or for another Community Group. The Poppy Budget has money to spend before the next Poppy Campaign starts. One of the goals this year is to look at the Budgets during the year to see if the Budgets need to be adjusted at all. The Executive reviewed and recommend General membership approval. Comrade Marius Hoofd asked a couple of questions about the negative numbers and why some have a –(negative sign) and some have parentheses (). Ken mentioned that the signs depend on the computer program that is being used: Excel spreadsheets, Sage and Simply Accounting all do a negative number differently. Comrade Ken Carlow moved to approve the General, Gaming and Poppy Budgets for 2026 seconded by Comrade Marius Hoofd. **Motion Carried**

Chris thanked Ken for explaining the Financial items so that it was easy to understand.

- 7. Adjournment – Motion to adjourn is postponed until the end of the General Meeting.

Respectfully Submitted

Approved

*original signed by*

*original signed by*

Elizabeth Carlow  
Branch Secretary

Chris Farthing  
Branch Vice-President