

Executive Committee Financial Responsibility

The current situation, which has resulted in the closing of Legions and the maintenance of physical distancing, presents a problem for Executive Committees to obtain the approval of the Branch Membership to maintain sufficient funds to cover the normal operating expenses. The Executive Committees have been provided with the authority to convene virtual Meetings and therefore they have a mechanism to approve any necessary financial matter.

Therefore, the Provincial President, with the concurrence of the Provincial Administrative Committee, has exercised his authority under Section 505, and pursuant to Section 418.a. of The General By-Laws, has made the following declaration:

‘The oversight requirement of the Executive Committee by the Branch Membership through General Meetings under Section 915. of The General By-Laws of Ontario Provincial Command, Sections 504. and 1208. of The General By-Laws for Branches is hereby suspended effective immediately.

And further, any similar oversight requirement found in the Ontario Command Officers’ Manual, a document titled ‘Policy for Branches Selling Property and Maintaining Residual Funds’, and any other Policy/Procedure document of Ontario Command is hereby suspended effective immediately.

And further, the suspension of this oversight authority will be restricted to dealing with financial matters that are felt necessary by the Branch Executive Committee to sustain the Branch operation and address their financial obligations during this unprecedented period. The financial matters may include, but are not restricted to, the surrender of investments, applying for loans, and securing financial assistance from any source, provided that the subject matter has been properly approved at a Meeting of the Executive Committee and ratified by the Property Committee of Ontario Command prior to making a commitment.

And further, the Branch Executive Committee will be required to forward one (1) copy of each of the following documents via Xpresspost or electronic means to Ontario Command Att: Provincial Property Committee.

- *The subject Notice of Motion and any Motion(s) to be dealt with at the subject Meeting.*
- *Proof that all Executive Committee Members have been provided a copy of the above subject Notice of Motion and Motion(s) via electronic means, or other acceptable method, at least three (3) days in advance of the cited Meeting Date to be held respecting these matters and any other business.*
- *Copies of the Meeting Minutes respecting the approval of the subject Motion(s).*
- *Current financial documents including balance sheets, bank account statements, lists of any savings and/or other investments with their current value. Note: Other documents may be requested for submission to assist in the review and may be submitted via email, fax, or other-directed means.*
- *Any other document that the Branch Executive Committee feels will support their request for seeking monies to cover expenses.*
- *A cover Letter under the hand of the Branch President requesting consideration of the subject matter forming this submission, and such Letter may include confirmation of proof of Meeting Notification as required under Bullet 2 above.*

The above declaration will become effective immediately and remain in force up to and until the date declared by the Dominion President in which Branches may return to normal operations.