BC/YUKON COMMAND The Royal Canadian Legion

#503 – 17665 66A Ave, Surrey, BC V3S 2A7 Phone (1) 604-575-8840 Fax (1) 604-575-8820 info@legionbcyukon.ca or visit us at www.legionbcyukon.ca

January 6, 2025

TO:	All Branches For Information of Members of Command Executive Council
FROM:	Craig Thomson, President, BC/Yukon Command
SUBJECT:	Welcome Incoming Branch Executive Members - Training
Memo 02.25	

Dear Comrades,

Happy New Year and a very warm welcome to all the new and returning executive members who have assumed roles as of January 1st. BC/Yukon Command looks forward to working with you over the coming year.

Please remember to update your executive contact information on Branch Corner to ensure timely delivery of memos, our newsletter, and other important information. You can do so by following the steps below:

Steps to Report Annual Election Results:

1. Log into Branch Corner through the BC/Yukon Command website.

- 2. Select "Branch Advisory & Branch Management."
- 3. Select "Elections."
- 4. Scroll down to the section, "Report Annual Branch Elections."
- 5. In the window that says, "Please Enter Branch Email," click "OK."
- 6. Enter the Branch email, which will auto-populate the Branch Name.

7. Fill out the form with the required information for all applicable positions. (First Name, Last Name, and Email are required.)

8. Once complete, select "Submit."

Branches who submit this information will receive a Branch Executive Welcome Package with information and resources to assist new executives in the upcoming term. If you are having trouble with the website or cannot access Branch Corner, please contact our office at info@legionbcyukon.ca or at 604-575-8840.

Training

Being part of an executive and running a Branch is a big role! If your executive feels they could benefit from some extra training, please reach out to Mai Hansson at the Command Office to discuss some options available. Your Branch Operations Advisors are available by phone and virtual communication which can be scheduled at a convenient time for your Branch. There is also some opportunity for in-person training. Please reach out to Mai at <u>mai.hansson@legionbcyukon.ca</u> or 604-579-0057 for more information.

BC/Yukon Command Convention

The 2025 BC/Yukon Command Convention will be taking place from June 6-8 in Kamloops, BC. Please stay tuned for more information on registration later this month. The deadline for resolutions as per our by-laws is March 18. More information will be coming soon.

As always, please do not hesitate to reach out to the Command Office if you have any questions or require assistance. The Command Staff have a wealth of knowledge and are here to help.

In Comradeship,

Craig