

**OLV Wardens Meeting
JANUARY 21, 2010**

Absent: Fr Gyan.

Item	Description	Action by
1	Opening Prayer: Bill led the opening prayer	
2	Approval of Minutes: Approved by Phil, seconded by Agnes	
3	Approval of Agenda: Approved by Ken, seconded by Susan	
4	1. Administration Activities - Financial Statement for 2009 – rec'd from OLV Society (Balance: \$529. 62 and OLV Choir Balance: \$40.96) . -Thank you note and photos rec'd from Nicole Charbonneau regarding Volunteer Wine & Cheese evening - Donation rec'd from OLV Society for \$2,500 - Donation rec'd from Country 2000 (Doris Berndt-Treasurer) for \$200.00 – to be used for fuel - Treasurer's Report Nancy Lanthier – not at meeting	
5	Business Arising from Minutes: 1. Capital Projects - Painting of the church interior Claude expected to start painting in early February - Back Door – rectory Rolly made adjustment to latch. Put weather stripping also. Need to close more tightly. 2. St. Patrick's Event Try to do before March 19th. Try Friday, March 5th or Sunday, March 7th or Sunday, Feb 28th. Bill still trying to contact Pat Cassidy for additional info. 3. Warden's/Volunteers Bill to put a letter out advising of Lyall and Agnes as new wardens. We will put out a call letter for volunteers for the various parish duties. Volunteer sign-up sheets for various duties will be posted. (prepare list of jobs: painting, rectory cleaning, window washing, vestments-dry cleaning, bathroom-main level, carpets, etc.) Prepare a list of contacts to volunteer for electrical, plumbing etc. 4. Donations at Funerals Bill has talked to Father Bill on this issue. There is no problem. Donation cards to be placed at the back of the church. Bill will get an estimate to print the donation cards/envelopes.	
6	New Business: 1. Contract – JUST EQUIPPING Renegotiate to \$165.00 per month Room Rentals are \$25.00 per night, with a provision that a reduced price could be negotiated for extended stays. Practice of Gospel choir – each Thursday.	

	2. Letter to St. Malachy's – re finances All in agreement that a letter be prepared to Joan Teske, President, Fabrique, St. Malachy Parish – regarding outstanding amounts due. An explanation regarding the outstanding invoice amounts not paid (Invoice #1- \$714.00 & Invoice #2 - \$651.00 – TOTAL \$1,356.00) 3. Events Calendar A calendar for upcoming events to be posted on the website. Website updates required for other items. Ambrose to be contacted. In Fall 2008 – Gail Wallingford & Lyall Campbell volunteered as back-up for the maintenance of the website. They are waiting for overview/training from Ambrose regarding the maintenance of the website. 4. English Speaking Zone Issues (Letter from Father Bill Maravee) Send comments by January 31, 2010. What are the things that the English speaking zone should provide as a service? Translation, returning calls etc.	
7	Next Meeting: February 18, 2010	
8	Adjournment: Meeting adjourned by Susan, seconded by Lyall	