

**OLV Warden's Meeting  
September 15, 2011**

**In attendance:** Bill, Susan, Ken, Phil, Lyall and Gail

**Absent:** Aggie

| Item | Description   | Action by |
|------|---|-----------|
| 1    | <b>Opening Prayer:</b> Opening prayer led by Bill   |           |
| 2    | <b>Approval of Minutes:</b> Approved by Lyall, seconded by Susan  |           |
| 3    | <b>Approval of Agenda:</b> Approved by Susan, seconded by Phil  |           |
| 4    | <p><b>1. Administration Activities</b> - nothing to report</p> <p><b>2. Treasurer's Report</b> - financial report for period ending 31/08/11. The report is not quite complete as the St. Malachy's administrative charges for January/July (\$ 6,816.06) and the mass account \$3,300.00 are not included in the report</p>  |           |
| 5    | <p><b>Business Arising from Minutes.</b></p> <p>1. Harvest Supper – October 21, 2011<br/>160 Tickets printed by Lyall<br/>Ellen has 40, Bill C. has 20, Susan has 10.<br/>Ethel to help with the selling of the tickets</p> <p>Bill will get permit, set up hall, pickup the coleslaw, and prepare letter for Susan.</p> <p>Susan will get chicken done by the Palais Gomme, they will deliver at 5:45<br/>Potatoes from Deguires – pick up on Friday<br/>Buffet style dinner</p> <p>Bar: Ken will get beer</p> <p>Wine: Lyall and Gail go to SAQ and will get 20 bottle of Red and 20 white<br/>(purchase same <b>1 Liter</b> bottles as Spring Supper – GRAND SUD)<br/>Sold: 15 Merlot - cost \$10.95 &amp; sold 15 Chardonnay @ \$11.15 per bottle</p> <p>Note for New Prices:<br/>Due to comments Bill rec'd from people in attendance at the Spring Supper the pricing will change as follows:</p> <p>Beer/ Wine/Liquor:       \$4.00 (was \$3.50)</p> <p>Wine:                         ½ liter \$10.00 (was \$7.00) (gives 3 glasses)<br/>                                      1 liter bottle: \$20.00 (was \$14.00)</p> <p>Raffle tickets: Painting – donated by Lorraine McDermid<br/>                          Harvest Basket – donation of preserves</p> |           |

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|   | <p><b>2. Capital Projects:</b></p> <ul style="list-style-type: none"> <li>- <b>Furnace Update</b></li> <li>- low water detector has been ordered and will be changed</li> <li>- Ken to get estimate on a 2 stage burner to save fuel.</li> <li>- <b>Shed Door</b> - Ordered from Potvin a garage style door. (approx cost \$1, 173.57)<br/>Rolly to remove old door to save money.<br/>Proposed by Susan and seconded by Lyall</li> <li>- <b>Door ladies washroom</b> – does not close properly (may have to be shaved – to fit better). If still trouble locking – install a latch. Phil to request Dan to take care of this.</li> <li>- <b>Toilets in Basement Washrooms</b> – Susan will ask Andrew to take a look at them. Then determine what has to be done.</li> </ul> <p>Paper towel holder in men’s washroom (no door) – look into fixing or replacing this.</p> <p>We will look at the safety bars to be installed. Lyall will look for fixing.</p> <ul style="list-style-type: none"> <li>- <b>Fencing on Joseph St.</b> – Look at a fundraiser to pay for this. We could look at the fences sold in sections. Will have to look at the survey to check the line. We would also have to check with BELL CANADA as there is a box near the line.</li> <li>- <b>Fence on Church Street – Cemetery</b> – we may have to replace the posts and put in boards across or go with post and rails again. Susan will have Junior take a look and see what is needed.</li> <li>- <b>Lighting for stairwells to basement</b> – get an estimate from DUBUC to see what could be done to provide more light down the stairs. Could use existing fixtures at the entrance of the church and put a directional light which could point down the stairwells.</li> </ul> <p><b>3. Parking</b> – Bill proved information from the Ville de Gatineau website regarding parking permits and the associated costs. We may look at least getting 2 permits (Dan and Margaret) Alma uses the driveway of the house.</p> <p>There is still a problem with people parking on the walkway to the church.</p> |  |
| 6 | <p><b>New Business:</b></p> <ol style="list-style-type: none"> <li><b>1. Approval of the 2010 Revenues and Expenses</b><br/>Prepared by Bill and approved by Susan and seconded by Phil</li> <li><b>2. Request for space in Bingo Room</b> - requested by Monique - approved by the wardens</li> <li><b>3. Funeral Mass proposal</b><br/>If 10 donations are made – then the Church would provide a mass for the deceased.<br/>Approved by the Wardens</li> <li><b>4. Funeral Mass procedures (information item)</b><br/>When entering the church (top of stairs), the coffin and the urn will be blessed and the white cloth will be placed upon the coffin.</li> </ol>  |  |

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|   | <p><b>5. List of warden's responsibilities</b><br/>Use current list that Bill has on File (Admin: Susan, Agnes and Gail, Maintenance: Bill, Ken, Phil, Lyall)</p> <p><b>6. Wine and Cheese for young families</b><br/>Bring together the young families whose children have been recently baptized. An effort is planned to try to get them back into the community ( i.e. picnic, BBQ)</p> <p><b>7. Pastoral Launch</b><br/>Proposed by Susan and seconded by Ken, that we cover the cost of \$15.00 per person for those attending the pastoral launch (possible 4 people).</p> <p><b>8. Pancake Breakfast fundraiser</b><br/>Date: Saturday, Jan 28<sup>th</sup> 2011 - done by the Legion<br/>8:30 to 11:00- prepare 150 tickets at \$10.00</p> <p><b>9. Camp ARK</b><br/>– This is the ecumenical bible camp/school in Buckingham. Proposed by Bill to make a \$100 donation. Approved by Ken and seconded by Phil.</p> <p><b>10. Gospel Choir</b><br/>Ken talked to ALPHA about lowering the temperature a couple of degrees. As the choir uses the upstairs, the lights in the church (upstairs) are on during their practice. Concern was expressed regarding costs.<br/><br/>There are 3 bulbs at 100 watt bulbs in each of the ceiling fixtures upstairs. We will check the wattage of the spare bulbs and see what type we would need in the fluorescent type. Phil and Lyall to look at options of other type of bulbs and the related costs to change these.</p> <p><b>11. Valentines Dance</b><br/>Feb 18<sup>th</sup>, 2012 – Bill will ask Phil Casey if his band is available.<br/>Tickets: \$10.00</p> <p><b>12. Relay for life</b><br/>Will be using kitchen on October 19<sup>th</sup> and 22<sup>nd</sup> /11 to prepare food for the fundraising event.</p> <p><b>13. Propane tanks</b><br/>Need to get filled before the Harvest Supper.<br/>They are 100 lb tanks.<br/>We will look at the pricing of Budget vs Superior and see if we can save money.</p> |  |
| 7 | <p><b>Next Meeting:</b><br/>October 13, 2011</p>   |  |
| 8 | <p><b>Adjournment:</b> Proposed by Phil and seconded by Susan</p>  |  |