

**OLV Warden's Meeting
December 17, 2012**

In attendance: Bill, Susan, Ken, Kathy, Lyall and Gail

Absent: Aggie

Item	Description	Action by
1	Opening Prayer: Opening prayer was led by Bill	
2	Approval of Minutes: the minutes as presented by Gail were approved by Lyall and Ken	
3	Approval of Agenda: approved by Susan and Lyall	
4	<ol style="list-style-type: none"> 1. Administration Activities – thank you letters sent to Cliff Ivall and Elsie Goulet 2. Treasurer's Report – nothing to report 	
5	<p>Business Arising from Minutes.</p> <p>1. La Chanterelle and the kitchen – The OLV portion from the evening concert will be \$799.11 We will look at making a specific contract for events using the kitchen. Bill will prepare a 'template' and send out to the wardens for review.</p> <p>2. Funeral Update (report of meeting with Father Gyan) All items have been addressed with Father Gyan on the outstanding issues regarding funeral arrangements. Kathy will update the 2 page document of the minutes of the primary meeting that was held on September 25, 2012.</p> <p>3. George Ryan Ceremony – We will look at the 18 x 18 option that Andre Trudel may have at a cost of \$100. We would have to anchor it to the wall, but we will have to see how heavy it actually may be. There will be a type of plexiglass backing that will assist in mounting it on the wall. We will check with Paul Jeffrey regarding the wording – prior to doing the inscription.</p> <p>4. Room Rental Update for Evangelical Counselor - The rate will be \$125 per week. They will advise Bill how long they will be staying.</p>	
6	<p>New Business:</p> <p>1. Employee Contracts</p> <ul style="list-style-type: none"> - Alma to remain the same \$16.00 per hour. Bill to contact Alma regarding current duties. Kathy not in agreement to renew for another year. - Ginette – increase to \$50.00 - Greg – increase from \$50 to \$60 - Dan – no change in rate (\$696) / Lyall to contact Dan to sign new contract <p>2. Pancake Breakfast – to be held at the Legion Hall on Saturday, Jan 26/13. We will pay for the food. Lyall to print tickets. \$10.00 (same as last year) Sell tickets before and after mass:</p> <p>Gail and Lyall – Jan 6th Susan – Jan 13th Kathy and Bill – 20th</p>	

	<p>3. Date for the Valentine' Dance - February 23rd Phil Casey Band - We will cover the expenses of the band members (approximately \$400)</p> <p>The cost will be \$10.00 per ticket same as last year. There will be a light lunch in the evening. Lyll to take care of printing tickets.</p> <p>4.Warden Renewal – Kathy and Lyall have accepted to renew their warden contract for a 3 year period to Dec 2015. Gail will update the warden list and provide to Bill.</p> <p>5. Father Gyan His birthday is Dec 28th, we will give him a gift of \$250.00 May 4th is his 25th Anniversary as a priest. We will organize a get together to mark this milestone.</p> <p>6. OLV Society Ken presented a cheque from the OLV Society for \$2,200 to the OLV wardens.</p> <p>7. Volunteer Evening – Friday January 11th.</p> <p>Susan will coordinate the food. Bill will have the event posted in the Bulletin so all various parish volunteers are aware of the upcoming evening (liturgy, Eucharistic ministers, etc). Lyll and Gail will pick up wine for the event. Ken will get the soft drinks.</p> <p>8. Ecumenical Table – January 14th – Kathy and Bill (key priorities will be how can we engage 13 t- 18 yrs old and seniors)</p> <p>9. Minutes of warden's meeting – Gail will send electronically prior to meeting. This will save time instead of reading prior to meeting.</p>	
7	Next Meeting: January 17, 2013	
8	Adjournment: meeting adjourned by Susan and seconded by Ken	