

**OLV Warden's Meeting
April 18, 2013**

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

Absent:

Item	Description	Action by
1	Opening Prayer: Opening prayer led by Bill	
2	Approval of Minutes: Minutes as presented by Gail were approved by Aggie & Susan	
3	Approval of Agenda: Agenda approved by Lyall and Ken – additional items added	
4	<ol style="list-style-type: none"> 1. Administration Activities - nothing to report 2. Treasurer's Report – Financial report provided by Nancy – deficit of \$8,148.46 	
5	<p>Business Arising from Minutes.</p> <p>1. Spring Supper</p> <p>May 24th – prepare beef (there will be at least 7 roasts) in the ovens (oven in church hall and also oven in the house) to ensure properly cooked (for well-done cut).</p> <ul style="list-style-type: none"> - Baked or mashed potatoes (may have to do mashed potatoes as the ovens will be used for the roasts), carrots, turnips, gravy, salad on side and dessert - Susan to check with Babe regarding the cakes for dessert - We will not be serving the tables – we have the table numbers called - Same layout as Harvest dinner – beef will be cut (well done/medium) and food to be served from the chafing dishes at the front. - Ken will take care of bar (beer, liquor etc.) - Gail and Lyall – take care of picking up the wine for the dinner - Susan – looking for horseradish in a large quantity - Lyall to prepare 160 tickets -Gail – 28th, Bill – May 5th, Susan – 12th, Ken 19th - Susan to get BBQ for Raffle – will check with Gilles - Aggie to check with Vision Industrielle for helium for balloons – otherwise we would look at small gift bags – with the number inside. - We will put the details of the dinner in the Bulletin/request donation of gifts for the 'balloon auction' <p>2. Rental Contract – Final Draft</p> <p>Bill to finalize – cleaning of church after events. Dan would be compensated if additional work beyond the regular cleanup had to be done. The renter of the hall would have to pay the cost of the cleanup.</p>	

	<p>3. Diocesan Meeting – Follow-up activities</p> <ul style="list-style-type: none"> - Making online donations is now possible on the diocese website (as explained by Lyall there is a drop down menu to select the parish to which you wish to make a donation). Bill to check this on the Diocese website. - Bill will check with Jacques Foucault regarding the percentages amounts for the division of the collections for funerals (i.e. diocese, masses for deceased, parish portion). <p>4. Margaret Gauthier</p> <ul style="list-style-type: none"> -Margaret will be leaving April 28th. We give her the card and gift certificate in the rectory on Sunday, April 21st. 	
6	<p>New Business:</p> <p>1. Church Bulletin</p> <ul style="list-style-type: none"> - Including information on community activities will vary from week to week <p>2. Fundraiser – donated tablecloth</p> <p>Marjorie Burke has donated a crocheted tablecloth As discussed, it will be kept as prize for an extra fundraising raffle during the summer.</p> <p>3. 50th Anniversary of the Diocese</p> <ul style="list-style-type: none"> - incoming letter – Richard Rochefort to provide pictures for the event taking place on June 8th at the Palais de Congres - Lyall will provide Bill with photos from various events (Spring & Harvest suppers, St. Pats Tea etc.) – Lyall will put on USB key <p>4. Popes Picture</p> <p>Alma will order a new picture (for the entrance of the church)</p> <p>5. Pictures from Valentines Dance</p> <ul style="list-style-type: none"> -Lyall to provide some of the pictures taken from that evening to Bill - will put on USB key <p>6. Church front doors</p> <ul style="list-style-type: none"> -Ensure that they are locked. Those with keys can lock. -Check with those doing the counting – most cases they go out through the house and not through the church. 	
7	Next Meeting: May 16th	
8	Adjournment: meeting adjourned by Susan and Ken	