

**OLV Warden's Meeting
January 16, 2014**

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

Absent:

Item	Description	Action by
1	Opening Prayer: Opening prayer led by Bill	
2	Approval of Minutes: Minutes as presented by Gail – approved by Susan and Aggie	
3	Approval of Agenda: additional items added to agenda -Approved by Lyall and Ken	
4	1. Administration Activities - nothing to report 2. Treasurer's Report - nothing to report	
5	<p>Business Arising from Minutes.</p> <p>1. Volunteer appreciation night To be held – Jan 24th at 7:00 p.m. - Serving beer, wine, soft drinks. Susan to check prices of platters at Sobey's (cheese tray, veggie tray, dessert tray etc.) -Lyall and Gail to pick up wine – last year 4 red and 3 white.</p> <p>2. Parish Breakfast To be held at the Legion Hall Bill talked to Reed Berndt – Saturday, Feb. 22nd – 8:30 to 10:30 a.m. Lyall to prepare tickets (same cost as before) Adults: \$10.00, under 6 - \$5.00 We will pay for the food (pancakes, sausages and beans, coffee). Ticket sellers schedule: Gail- 26th, Bill – Feb 2nd, Susan – 9th, Ken 16th</p> <p>3. Furnace Update -New pressure valve installed. The bill will be coming in the mail for the cost of part and installation.</p> <p>4. Diocese response to 2014 Budget -On Jan 8th, received an incoming letter from Diocese regarding our budget for 2014. Letter indicated that we need a future plan to overcome our deficit. -Bill responded to all questions and Diocese responded that they accept all responses to the items that were addressed by Bill</p> <p>5. Pitney Bowes Update Current agreement expires in August 2015. We pay \$152 per month + tax. -Included toner and technician. -Pitney Bowes suggested a new model for a trial period of 3 months. -Try and set up a form to log the count of copies being made. - Alma is going to look at the usage of the paper. - We can look at printing the bulletin one month at a time- similar to the summer months.</p> <p>6. Meeting with Father Gyan -There will now be a Wednesday mass - After mass Father Gyan will meeting with the various committees - Father Gyan will assist with the input into the weekly bulletin. - Father Gyan will also assist the parishioners who have volunteered to assist with the liturgy. Based on incoming request from the Bishop/Diocese - Discussed upcoming sessions for Baptism, First Communion and Confirmation</p>	

	<p>7. Tables in the Hall</p> <ul style="list-style-type: none"> - Approximate cost - \$90.00 per table. Look at replacing the old wooden ones. - Currently have 12 long tables – perhaps look at another 7 tables - Received an incoming donation of \$500 to pay part of cost. - Bill will check if any donations available elsewhere for this capital expense purchase. - The older wooden tables would no longer be used for setting up the hall for the parish dinners. - Currently : 12 plastic tables x 8 per table = 96 people - Propose: additional new tables : 7 x 8 people =56 Total: 152 	
6	<p>New Business:</p> <p>1. Fire Inspector</p> <ul style="list-style-type: none"> -Inspector made tour of the church with Bill to look at where to put smoke alarms. - We will look at getting an estimate of the cost of installing an exit light over the sacristy door. We will look at purchasing 3 smoke alarms and place in various areas in the church. - No major concerns at this time. Ensure that we do not go over a 300 capacity too many times during the year. <p>2. Hall Rental</p> <ul style="list-style-type: none"> -NA group has rented hall on Feb 15th. 	
7	Next Meeting: February 20th	
8	Adjournment: Susan and Ken	