

**OLV Warden's Meeting
January 21, 2016**

In attendance: Bill, Susan, Paul, Lyall and Gail

Absent: Mike

Item	Description	Action by
1	Opening Prayer: Opening prayer led by Bill	
2	Approval of Minutes: minutes as presented by Gail – were approved by Lyall and seconded by Susan	
3	Approval of Agenda: Agenda approved by Susan and seconded by Paul – additional items added.	
4	<p>1. Administration Activities – Incoming letter from the Sharing Kitchen project that we will once again participate in this local initiative.</p> <p>2. Treasurer's Report - Nancy provided a draft financial statement to period ending December 31/15. Still minor adjustments to make. Current deficit \$22,986.</p>	
5	<p>Business Arising from Minutes</p> <p>1. Asbestos – follow-up -Bill has a list of 4 groups that do asbestos work. Susan will take this list and ask Andrew her son, if he is aware of them and their work.</p> <p>2. Kitchen – policy proposal -The wardens need to be involved in the running of the kitchen and how to monitor the rental of the hall and the kitchen.</p> <p>3. OLV – 75th Anniversary -This will be in 2017. We will ask parishioners for their ideas. We will look at this again in February when Mike returns.</p> <p>4. Employee contract – Greg -Currently paid \$60.00 per Sunday mass and \$25.00 per funeral. -No increase at this time</p> <p>5. Volunteer appreciation night – post mortem - Bill received many positive comments for the food and the new wine that was provided for the evening (used: Red 3 at 1.5 liter @ \$12.25 and 3 @ 1 liter @ \$10.80). We will buy this for the May supper.</p> <p>6. Plaque in Church – listing Parish priests -Susan called Bill Newton. The cost in \$6.00 per letter or number – approx. cost \$138 plus tax. - Bill Newton will let Susan know when the engraver is available.</p> <p>7. OLV Society – Next steps -Bill will read the by-laws for the society. We do have resource people available for the kitchen. However, conveners would be needed for the teas.</p>	

6	<p>New Business:</p> <p>1. Spring Supper -It will be held this year on May 20th. Print only 150 tickets at \$25.00 per ticket. - Roast beef, baked potatoes etc. Music will be provided once again by Roger Payette and Gerry Chartrand.</p> <p>2. Relay for life -We will donate the hall and the kitchen. -They will donate \$50.00 toward this. We will advise them that there is a \$40.00 charge if the kitchen needs to be cleaned. They will also publically recognize OLV as a corporate sponsor.</p> <p>3. Room Rental -There is another visiting minister from an Evangelical church in Gatineau. -We will look at a price of \$60 to \$65 per night. May be for 3 nights. Possibly a week over a period of 2 to 3 months. Bill will confirm.</p> <p>4. Caisse Populaire -The Caisse Populaire will be making a donation of \$5,000 towards the furnace. -They would like to put up a notice of this donation in the church. We can put it downstairs as it is more visible by all the rentals during the week. Bill to get more details.</p> <p>5. Men's Bathroom -We will look at putting in a safety bar in the washroom. There is one installed in the women's bathroom</p> <p>6.Exit Light - Incoming comment by Ken Simpson that the bulbs in the exit lights are generating too much heat. A 7.5 watt bulb would be acceptable to be used. Susan will follow this up.</p>	
7	Next Meeting: February 18th	
8	Adjournment: meeting adjourned by Susan and seconded by Lyall	