

**OLV Warden's Meeting
March 22, 2016**

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

Absent: Bill

Item	Description	Action by
1	Opening Prayer: opening prayer led by Susan	
2	Approval of Minutes: minutes as presented by Gail were approved by Lyall and seconded by Paul	
3	Approval of Agenda: agenda approved by Paul and Mike -Additional items added	
4	<ol style="list-style-type: none"> 1. Administration Activities – nothing to report 2. Treasurer's Report – Nancy in attendance and provided the STATEMENT OF REVENUES AND EXPENSES for period ending December 31, 2015 (ACTUAL 2015/ACTUAL 2014). Susan as Acting Chairperson approved for Bill . Currently a net loss of \$14,545.59 	
5	<p>Business Arising from Minutes.</p> <p>1. Asbestos Update –</p> <p>Paul gave an update. There is a new estimate of \$6,056 + tax (due to the deduction of the cost for the brownie closet – not required to be done.).</p> <p>Paul to coordinate with Susan when contract to be signed and work to be started. There is a 2.5 % discount if payment rec'd in 15 days. We all agree on all amounts to be charged. The contact person to sign contract will be Susan. We will pay with the 15 days. We want to know when he will be coming and how long the job is going to take. We need a contract to sign. We have to look at a possible date for the work. Paul and Mike to coordinate when they can come to oversee the work being done.</p> <p>2. 75th Anniversary Update</p> <ul style="list-style-type: none"> -There is a committee formed with 4 people (Murray Dunnigan, Kathy Arthurs, Diane D'Aoust and Mike Legault). - The focus will be on the celebration of this event. There will be a Sunday mass at 11:00 a.m. instead of 9:00 a.m. - Ideas: <ul style="list-style-type: none"> -Have a buffet style breakfast. They will try to get sponsors for the breakfast. -Murray looking at having a St. Patrick's Dance. -In the summer have an outdoor picnic. -Close up the 75th with a midnight mass in Latin. Try to get the former altar boys from the 1950. - Have a type of OLV QUIZ in the weekly church bulletins (have a box with the replies and possible prizes for winners) 	

	<p>3. Spring Supper</p> <ul style="list-style-type: none"> - To be held on Friday, May 20, 2016 – for now we will keep price at \$25.00 per ticket - Monique to print tickets – same info as last year -Ticket sales to start on April 24th -April 24th - HEART AND SOULS will sell for their May 12th concert. - April 24th – Paul -May 1st – Lyall and Gail -May 8th – Mike -May 15th – Susan <p>4. Strategy to deal with roof and leakage on south side of church</p> <ul style="list-style-type: none"> -We will wait until the snow is gone. Mike has contacts for landscapers and have them look at possible options. -There would have to be a new slope along the foundation in that corner so that the water off roof will drain away from the foundation. There would be no more eaves troughs on that side of the roof (due to the collapse of them as a result of the melting snow). -Currently, when the snow was melting off the roof, there was water leaking into church basement (are near back stairway near conference room/janitor cupboard). <p>5. Status of meeting in February with representative of La Chanterelle</p> <ul style="list-style-type: none"> - Mike provided a status of his meeting: -They agree with the increase in the weekly rental which was increased to \$50.00 (previously \$40.00) -They do not agree to pay \$500 for rental of the church for the Xmas concert. -Mike to go back to them as they do not want to pay more than \$250. -AMENDMENT to minutes – Mike reviewed minutes at warden’s meeting on April 21/16 meeting – Mike confirmed that it was agreed by the warden’s at the March 22/16 meeting that we will accept the \$250 rental of the church for the Christmas concert. -Susan mentioned that the Christmas concert had more musicians (chamber type music – cello/violins). 	
6	<p>New Business:</p> <p>1. Approval of statement of revenues and Expenses</p> <ul style="list-style-type: none"> -Resolution passed and was accepted by Lyall, Paul, Mike and Gail <p>2. Status of Finances/Issues</p> <ul style="list-style-type: none"> -Mike would like to know what the financial status is at each meeting. Susan will provide this information as she has the deposit book and can provide these details. 	

	<p>3. Secure Cupboard for Dan</p> <ul style="list-style-type: none"> -Dan would like a locked cupboard. His tools that are kept in furnace room are disappearing/missing. We are not sure at this time who is taking his tools. - Option #1: Currently, near the conference room, there is the janitor cupboard with the locked door. This used to have his cleaning supplies. Perhaps this could be used for his tools. - Other #2: Suggested by Mike - use an old filing cabinet that will lock. Put this in the furnace room and he could put his tools in this cabinet. <p>4. Insurance – Liability for contract employees.</p> <p>Incoming question from Monique – Mike to check policy and confirm this question.</p> <p>5. Annual Fundraising Campaign – TVC (local TV station)</p> <p>-All in agreement to make a \$75.00 donation towards the campaign. We can use the TVC for advertising for upcoming church events.</p> <p>6. Father Albanus – Birthday in April</p> <p>-Look at getting a \$100.00 gift card for gas at ESSO and a birthday card. Susan to look into this.</p>	
7	Next Meeting: April 21, 2016	
8	Adjournment: meeting adjourned by Mike and seconded by Lyall	