

**OLV Warden's Meeting
December 15, 2016**

In attendance: Bill, Susan, Mike, Paul, 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 were approved by Susan and Paul	
3	Approval of Agenda: Agenda approved by Lyall and Mike - Additional items added	
4	<ol style="list-style-type: none"> 1. Administration Activities - Incoming Christmas letter from Just Equipping to extend Christmas wishes and a note of thanks to Our Lady of Victory Parish. 2. Treasurer's Report – Nancy in attendance. Provided financial report to period ending 14/12/16- currently in surplus position of \$1,664.00 	
5	<p>Business Arising from Minutes</p> <ol style="list-style-type: none"> 1. OLV 75th Anniversary Update <ul style="list-style-type: none"> - Due to recent feedback regarding the caterer (Les Filles de Laurier), Mike will look into finding another caterer for the breakfast on January 22/17. -The announcement for the brunch was made at last week's mass & bulletin. - There are already requests for tickets. We may have to limit to 4 per family if we think we want to stay in the range of 160. Mike will check with the Knights of Columbus to see if it is available on Jan 22/17. This way we could have up to 240 for the breakfast if we believe that we would surpass our 150 to 160 hall limit at OLV. - We will start to give out tickets on Jan 8th - It was agreed that we will put a donation box at the entrance table coming into the hall. -Daniel Lafleur is not available for the mass on Jan 22/17. Mike will check with Leta Pelletier (the charge will be \$75.00) 2. Christmas Mass <ul style="list-style-type: none"> -Daniel Lafleur will be available for the mass (charge of \$75.00) -Coordination – Father Anthony will be replacing Father Albanus. Peter Dunlop will coordinate the vestments with Father Anthony and ensure the setup of the altar -Paul to get the mileage (25.00) 3. Update on Regis' Apartment <ul style="list-style-type: none"> -Mike and Yves Goulet went to visit the apartment to take a look to see what has to be done. -The painting and other fixes can be done in early January 2017. -Yves charges \$25.00 per hour and estimates 4 to 6 hours of work. - Susan mentioned to Mike that there is extra paint in the basement, but if more is needed it can be purchased at Gilles/BMR. 	
6	<p>New Business:</p> <ol style="list-style-type: none"> 1. Budget 2017 The budget for 2017 was prepared and presented by Bill. It was approved by Mike and seconded by Susan. The budget will be sent to the Diocese. 	

	<p>2. Father Albanus – Christmas Card We will give Father Albanus a gift of \$200.00. He will be leaving on Jan 2/17</p> <p>3. Volunteer Night -We will look at planning this sometime in February 2017.</p> <p>4. Videotron charges for FAX -Monique has advised that we are being charged \$4.00 per month for a notification ring for the fax. It is not working. We will look at the possibility of canceling this service.</p>	
7	Next Meeting: January 12/17	
8	Adjournment: Meeting adjourned by Susan and seconded Lyall	