

**OLV Warden's Meeting
January 12, 2017**

In attendance: Bill, Susan, Paul, Mike, 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 are approved by Susan and seconded by Paul	
3	Approval of Agenda: approved by Mike and Susan	
4	<ol style="list-style-type: none"> 1. Administration Activities - Nothing to report 2. Treasurer's Report – Nancy in attendance. A financial statement was provided for the period ending December 31/16. We are currently in a surplus position of \$1,552.00 	
5	<p>Business Arising from Minutes</p> <p>1. 75th Anniversary Update</p> <p>Mike provide an update as follows:</p> <ul style="list-style-type: none"> - He held a meeting with Traiteur Brazeau from the IGA in Angers. - They will be able to cater the breakfast on Jan 22/17. - The menu will be as follows: Western & vegetable quiche, juice, toast, scrambled eggs, bacon, sausages, ham, potatoes, baked beans. There will also be 2 chocolate cakes and 2 vanilla cakes and bread pudding, tea and coffee. OLV will make an extra urn of coffee for those that may want to stay and mix and mingle. (set coffee where the bar is). The total cost will be \$2,450 (incl tax and tip). <p>Hall Set Up –</p> <ul style="list-style-type: none"> - All tables will be pre-assigned, and name tags will be on each table for seating arrangements. A listing of all the names will be displayed so people can see what table has been assigned for them. - We will set up the hall on Saturday between 2:30 and 3:00 (the hall will already be set up for the Funeral at 11:00 a.m.) - We will rearrange configuration as required. - There will be a donation box placed at the entrance into to hall. - There will be two signs set up for the 75th anniversary. They will use a cork-board to post various pictures. Mike had extra wood at home so he asked Yves Goulet to build another sign. - There will be vases to decorate each table. - After mass on Sunday – Jan 15th – we will take down any Christmas decorations. - The hall will be decorated on Jan 21st, after the set-up of the tables. <p>2. Regis' Apartment Update</p> <ul style="list-style-type: none"> - Yves Goulet has been working on this. He has gone to BMR to get the proper paint for the plaster finish. He will also be painting the stair area and the living room. 	

	<p>3. Volunteer Appreciation Night – March</p> <ul style="list-style-type: none"> -We will have the volunteer night on March 3rd. -We will have the event catered by IGA on Georges St. -In the past we have ordered cheese, vegetable and fruit trays and other finger food. -We will have red and white wine as well as soft drinks, tea and coffee. 	
6	<p>New Business:</p> <p>1. Employee Contracts – Monique and Dan</p> <ul style="list-style-type: none"> -Both of these contracts are up for renewal for 2017. -Lyll has forwarded the electronic copy of Dan’s contract to Bill. <p>2. Father Jean’s request</p> <ul style="list-style-type: none"> -Unfortunately as he is not on the Diocese list, so he will not be replacing Father Albanus. We will therefore be looking for another priest for the remainder of Father Albanus’s absence. 	
7	<p>Next Meeting: Feb 16th</p>	
8	<p>Adjournment: Mike and Lyll</p>	