

**OLV Warden's Meeting
December 14, 2017**

In attendance: Bill, Susan, Bill Raby, 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 Bill Raby and seconded by Paul	
3	Approval of Agenda: Agenda approved by Susan and seconded by Lyall. Additional items added	
4	<p>1. Administration Activities – nothing to report</p> <p>2. Treasurer's Report – Nancy in attendance and provided the financial statement for the period ending Nov. 30/17.</p> <p>We are currently in a surplus position of \$5010.00.</p> <p>Financial statement approved by Susan and seconded by Lyall.</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Defibrillator Update</p> <p>Paul did some research and the cost of a bilingual unit would be \$2803.50 and the English only would be \$2121.00. Training would be \$40.00 per person for a group of 10 people.</p> <p>It was agreed that we would select the bilingual interface.</p> <p>Currently, Paul and Lyall have AED training.</p> <p>We would look at our various groups and try to train at least one person per group.</p> <p>We would also determine where to install.</p> <p>This purchase was approved by Susan and Bill Raby.</p> <p>2. Wooden chairs</p> <p>We would recoup the wooden chairs that are currently being stored at the Buckingham Elementary School. We could pick up after 6:00 p.m. when the day care is closed. All agreed that we will take 75 chairs. We will try to pick up in January 2018.</p> <p>3. Fundraising Update</p> <p>Card party to be held on April 10/18 – Bill Cameron confirmed that there will be 5 bottles of wine for door prizes.</p>	
6	<p>New Business:</p> <p>1. Budget 2018 – Review and Approval</p> <p>Bill Cameron prepared the OLV budget for 2018. The budget was approved by Susan and seconded by Bill Raby.</p>	

	<p>2.Envelopes 2018</p> <p>The envelope company that we were using went out of business. We changed to the same envelope provider as St. Malachy.</p> <p>They may only arrive in mid-January. Therefore, Monique will prepare some envelopes that may be used to make the weekly donations until the 2018 boxes arrive.</p> <p>3.Chalice's for the church</p> <p>One of our chalices is broken. We could look at fixing it.</p> <p>Bill Cameron mentioned that he will try to contact the church in Masson to see if they have any extra supplies (Father Albert). We will try to find out where the ceramic chalices are located.</p>	
7	Next Meeting: next meeting to be held on January 18, 2018	
8	Adjournment: meeting adjourned by Susan and seconded by Paul	