

**OLV Warden's Meeting  
January 18, 2018**

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

**Absent:** Bill Raby

Item	Description	Action by
1	<b>Opening Prayer:</b> opening prayer led by Bill	
2	<b>Approval of Minutes:</b> minutes for December 14/17 as presented by Gail are approved by Lyall and Susan	
3	<b>Approval of Agenda:</b> agenda approved by Susan and Paul. Additional items added for discussion.	
4	<ol style="list-style-type: none"> <li>1. <b>Administration Activities</b> – nothing to report</li> <li>2. <b>Treasurer's Report</b> – Nancy in attendance and provided a financial statement for the period ending December 31/17. We are currently in a surplus position of \$7,464.00. The financial statement was accepted by Susan and seconded by Lyall.</li> </ol>	
5	<p><b>Business Arising from Minutes</b></p> <ol style="list-style-type: none"> <li>1. <b>January 21<sup>st</sup> Event (75<sup>th</sup> closing event and Volunteer appreciation)</b> <ul style="list-style-type: none"> <li>-The food will be delivered any time after 8:00 am. Susan will set up the coffee pots and water for tea.</li> <li>-We will set up the hall on Saturday at 1:00 p.m.</li> </ul> </li> <li>2. <b>Defibrillator Training</b> <ul style="list-style-type: none"> <li>-Bill to contact the various rental groups to see who would be interested in the training.</li> <li>-Paul will look at the plaque regarding the legacy donation from Buddy Ryan.</li> </ul> </li> <li>3. <b>Pick up of Wooden chairs</b> <ul style="list-style-type: none"> <li>- We can look at picking them up in the spring. Unfortunately with the flooding in the bingo room, it would not be a good spot to put the vinyl chairs.</li> </ul> </li> <li>4. <b>Chalice</b> <ul style="list-style-type: none"> <li>– Nancy will bring it to Trudel jewelers to see if it can be repaired.</li> </ul> </li> <li>5. <b>Card Party</b> <ul style="list-style-type: none"> <li>-The poster for this event will be put on the door of the church. The details will also be put in the weekly parish bulletin. The cost will be \$60.00 per table.</li> </ul> </li> </ol>	
6	<p><b>New Business:</b></p> <ol style="list-style-type: none"> <li>1. <b>Heart and Soul concert – May 3/18</b> <ul style="list-style-type: none"> <li>-Bill to send a note to Sandra Maloney that in the past we have found that free events where “donations” may be given in the place of ticket sales may not be as successful as anticipated.</li> </ul> </li> <li>2. <b>Employee Contracts</b> <ul style="list-style-type: none"> <li>-Bill has the contract which is to be signed by Dan for the year 2018. Bill will talk to Dan and set up a time for him to review and sign.</li> </ul> </li> </ol>	

	<p><b>3. Leaks in the basement near conference room and in the bingo room</b></p> <p>-We will look at this in the spring. It is possible we may have to look at excavation/landscaper to see where the water is coming in at the corner near the conference room and the bingo room.</p> <p>-We may also look at putting in a couple of sections of new eaves trough to have the water from the roof near the conference room and the bingo room, drain away from the foundation.</p> <p><b>4. Clarify Hall rentals</b></p> <ul style="list-style-type: none"> <li>- If funeral &amp; has collection – no charge for hall</li> <li>- If funeral – no collection with hall rental for a parishioner – \$50.00</li> <li>- If funeral – no collection and Non parishioner - \$150.00</li> <li>- If funeral &amp; OLV caters luncheon - No charge</li> </ul> <p><b>5. Gas Stove in the kitchen</b></p> <p>-Susan to show Paul and Lyall how to light the stove. They will be her back – up in case there is a need to have the stove for the rental of the hall.</p> <p><b>6. OLV parish – Donation Envelopes for 2019</b></p> <p>-Monique sent an e-mail to Bill as she had questions regarding the ordering of the envelopes for next year (we now have the same company as St. Malachy and therefore our envelopes are identical in color).</p> <p>-However, “Our Lady of Victory” will be indicated on each envelope. We discussed each of the items raised by Monique and Bill will provide the responses to all these items.</p>	
7	<b>Next Meeting:</b> February 15/18	
8	<b>Adjournment:</b> meeting adjourned by Paul and seconded by Susan	