

**OLV Warden's Meeting  
March 15, 2018**

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

**Absent:**

Item	Description	Action by
1	<b>Opening Prayer:</b> opening prayer led by Bill	
2	<b>Approval of Agenda:</b> agenda approved by Bill and seconded by Paul	
3	<b>Approval of Minutes:</b> minutes as presented by Gail are approved by Susan and seconded by Lyall	
4	<p><b>Administration Activities</b></p> <p><b>1. Secretary's Report:</b> -Nothing to report</p> <p><b>2. Treasurer's Report:</b> - The monthly financial statement for period ending Dec 31/17 was provided by Nancy and was approved by Susan and seconded by Lyall.</p> <p>-The approval of the budget for 2018 – the budget statement was provided by Nancy. The budget was approved by Bill Raby and seconded by Susan. - Bill Cameron to sign the form to submit with the 2018 budget to the diocese.</p>	
5	<p><b>Business Arising from Minutes.</b></p> <p><b>1. Card Party Update:</b></p> <ul style="list-style-type: none"> <li>- Hall setup at 9:00 a.m. on Tuesday morning April 10<sup>th</sup> Set up – 12 square tables &amp; 1 table of 6</li> <li>- the coffee cups will be set out the night before – set up in the kitchen</li> <li>- set up a table for door prizes (5 bottles of wine and other prizes)</li> <li>- set up a table for the selling of tickets for the painting</li> <li>- set up a table at the entrance of the hall for the people arriving to play cards (tickets for the door prizes).</li> <li>- lunch to be provided as follows: 10 loaves of sandwiches (prepare at least 3 egg, 3 chicken, 3 ham and 1 combo). Susan to try to prepare the sandwiches with half white/half brown bread. There will also be desserts, coffee and tea.</li> <li>- Susan will set-up the coffee</li> <li>- Shirley Hotte has donated a painting for a raffle in the afternoon.</li> </ul> <p><b>2. Spring Supper Update</b></p> <ul style="list-style-type: none"> <li>- It was agreed by all that the price of admission will be \$20.00 for the spaghetti supper.</li> <li>- Susan provided the following prices for catering the dinner:</li> <li>- The Polyvalente – would only be able to buy the sauce from them.</li> <li>- The price from Brazeau Catering in Angers – for 150 people - \$1423 (supper/salad/bread. We would do our own dessert.</li> <li>- We chose Charley's Ranch to do the catering – for 150 people - \$7.00 per person total \$1050 tax included (supper/salad/bread). We will do our own desserts.</li> <li>- Raffle: Shirley Hotte has volunteered to donate a painting for the raffle</li> <li>- We will not have any music this year by Roger and Gerry. Bill Cameron will contact Roger to let him know.</li> </ul>	

	<p><b>3. Defibrillator Training</b></p> <ul style="list-style-type: none"> <li>- Bill has 17 names (\$680.00). Paul to check to see if we can have two groups – group for English and group for French. Paul mentioned that his Powerpoint presentation is in English.</li> <li>- Paul mentioned that he will look at scheduling the dates for training in March – perhaps the 24<sup>th</sup> &amp; 31<sup>st</sup> on a Saturday,</li> </ul>	
<b>6</b>	<p><b>New Business:</b></p> <p><b>1. Incoming Diocesan request form for information on parish fund-raising activities</b></p> <ul style="list-style-type: none"> <li>- Bill Cameron sent out the form for wardens to complete. We completed the information on the form during the meeting. Gail will type up the various OLV fundraising information in the template and she will forward to Bill Cameron for his review. Bill will review the completed document and he will then forward the completed document to the Diocese.</li> </ul> <p><b>2. Easter Flowers</b></p> <ul style="list-style-type: none"> <li>- Susan and Isabel to purchase the flowers, 1 large (double) and 6 singles.</li> <li>- The donation envelope for the Easter flowers will be put in the bulletin of March 25/18.</li> </ul>	
<b>7</b>	<b>Next Meeting:</b> April 19, 2018	
<b>8</b>	<b>Adjournment:</b> Meeting was adjourned by Susan and seconded by Paul	