

**OLV Warden's Meeting
July 19, 2018**

In attendance: Bill Cameron, Susan Lemieux, Paul Jeffrey, Lyall Campbell, Gail Preston and Father Albanus

Absent: Bill Raby

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 Lyall	
3	Approval of Agenda: agenda approved by Susan and seconded by Paul. Additional items added	
4	<p>1. Administration Activities – Incoming letter from our MPP Alexandre Iraca for a donation of \$500.00 to Our Lady of Victory Church.</p> <p>2. Treasurer's Report – Nancy not in attendance. No financial statement for June 2018 was provided.</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Family Day – Saturday, September 8/18</p> <ul style="list-style-type: none"> - This event will be held from 1:00 to 4:00 p.m. - We will charge \$5.00 per ticket. We will ask Monique to print up the tickets - Corn on the cob – Susan to contact Terry McNamara - Hot dogs – we will use just a regular BBQ - Phil Casey will contact his group members to see who will be able to attend. - Jamie Lawlis and Guy Charbonneau to play as well. - Gail will contact Donna Murphy to see if she and Peter Forcier could join in on the afternoon of music. They would be scheduled for starting to play around 1:30 until about 2:00 p.m. (20 to 30 minutes) - We will have another meeting in mid-August to finalize the details. <p>2. Chairs</p> <p>We have 49 wooden chairs (picked up some from Buckingham Elementary School) that we will put in the hall for use of the rentals.</p> <p>We will leave 31 vinyl chairs in the hall and store the remainder in the conference room.</p> <p>There are currently at least 14 vinyl chairs that are in need of being repaired. Lyall to work on these.</p> <p>3. Basement Leaks</p> <p>Lyall has volunteered to fix the short span eaves trough that is remaining on the south side of the church roof which is currently draining on both sides above the connector/bingo room in the basement.</p> <p>The remaining piece will have to be capped at one end and install a downspout to run the water away from the connector/bingo room at ground level. There was previously a downspout at the front of the connector room.</p> <p>Lyall will determine what to do when he is up on the roof.</p>	

	<p>4. Financial Report A revised report for May was provided and was approved by Susan and seconded by Paul</p> <p>5. Cash on Hand At this point we do not anticipate any capital expenses. We will ask Nancy to invest \$10,000 and keep \$15,000 on hand.</p>	
6	<p>New Business:</p> <p>1. Payment of bills through cash transfers</p> <p>The day care would like to pay by a Bank transfer. An e-mail to confirm the transfer would go to the OLV e-mail address. This could be printed as proof that a deposit was made. This would be given to Nancy for her financial statements.</p> <p>Bill will check to see if we would go forward with this type of payment proposal.</p> <p>2. Daycare Contract</p> <ul style="list-style-type: none"> - The current contract for the day care is up on Aug 31/18. - In the fall they would be more than 2 days per week. - We will increase the daily rate for the winter months. - We will propose the following: <ul style="list-style-type: none"> September 1st to October \$50.00 per day November 1st to March 31st - \$60.00 per day - It was agreed by all that this was a fair proposal for the winter months <p>3. Sound System in Church</p> <ul style="list-style-type: none"> - Ken Simpson brought to our attention that it gets quite warm in the sacristy in the summer and that the fan on the sound system appears to always be running to keep the sound system cool. - Lyall will check with Phil Daoust to see if there is any problem to turn off the sound system when it is not in use. This would ensure that the sound system would not over heat. As well, by turning it off there would be a small saving on energy consumption. 	
7	Next Meeting: August 16, 2018	
8	Adjournment: meeting adjourned by Susan and seconded by Lyall	