

**OLV Warden's Meeting  
December 20, 2018**

**In attendance:** Bill Cameron, Susan Lemieux, Paul Jeffery, Gail Preston, Lyall Campbell

**Absent:** Bill Raby, Father Albanus

	Description	Action by
<b>1</b>	<b>Opening Prayer:</b> opening prayer led by Bill	
<b>2</b>	<b>Approval of Agenda:</b> Agenda approved by Susan and seconded by Lyall	
<b>3</b>	<b>Approval of Minutes:</b> Minutes as presented by Gail are approved by Susan and seconded by Paul	
<b>4</b>	<p><b>Administration Activities:</b></p> <p><b>1. Secretary's Report</b> Nothing to Report</p> <p><b>2. Treasurer's Report</b> Nancy in attendance to present the monthly financial report ending Nov 30, 2018. We are currently in a surplus of \$3006.00. Report approved by Paul &amp; Lyall.</p>	
<b>5</b>	<p><b>Business Arising from Minutes.</b></p> <p><b>1. Synod Update</b> Meeting held on Dec 12, 2018. We are waiting for the final draft of all the results from the other churches.</p> <p><b>2. Defibrillator Training Update</b> Bill called Joanne Dion at the Buckingham Hospital. The course will be \$50.00 per person, starting on a Friday evening from 5:00 pm to 10:00 pm. The course will be in French ONLY, but with an assistant who speaks English. Bill will get back to her.</p> <p>Bill was also talking to Maureen Ricard. Maureen found a Mr. Gaston Berube from the Meredith Center who does training for the Red Cross. The cost of the "Non-Certificate" training is \$100.00 per group (16 people max), and is available in English and French. The course will also include CPR. Bill will work out the details in the new year.</p> <p><b>3. Budget Approval (2019)</b> Nancy presented the proposed revenues and expenses budget for 2019. A surplus of \$97.00 is projected for 2019. The budget for 2019 is approved by Susan and seconded by Paul.</p> <p><b>4. Mice in the basement</b> Mr. Bibbitte will leave the secured boxes in various locations in the basement and check them in the spring.</p> <p><b>5. Menu – Spring Supper</b> The date set for May 24, 2019. The menu will be spaghetti, provided by Charlie Croteau (Charlie's Ranch).</p> <p>We will also have the balloon auction with the possibility of adding more balloons (as we ran out of balloons last year).</p> <p>As well, we will try to get another team to help sell balloons to ensure that all rows of tables have a chance to purchase a balloon. Unfortunately, due to the quick sale of balloons there were some people DID NOT have a chance to purchase a balloon.</p>	
<b>6</b>	<b>New Business:</b>	

	<p><b>1. LED Lighting in Church</b> We will be doing the whole church.</p> <p><b>2. Harassment Policy</b> Diocesan Harassment Policy Proposed by Susan and seconded by Paul.</p> <p>The pledge form was signed and dated by Bill Cameron as Chairperson and Gail Preston as Secretary.</p> <p><b>3. Insurance Policy 2019</b></p> <p>The plan with Ecclesiastic Insurance is currently \$4759.00</p> <p>The annual premium for the year will be increasing by \$449.00. Bill did some research on this increase and provided the following information regarding the increase. This increase is due to the DNO liability policy – Directors and Officers Insurance. This insurance is there to protect board members against lawsuits due to negligence.</p> <p>When you join the board of a non-profit institute, board members are fully responsible for any lawsuits arising due to the actions of the board (board members could be sued).</p> <p>This includes the costs of legal defense costs of awards given by the courts and any other costs that may have incurred due to a lawsuit.</p> <p><b>4. Other - Bank Deposits</b></p> <p>Susan mentioned to Bill that she may need a replacement/back-up person to do OLV weekly deposits (week of Jan 8<sup>th</sup>, 15<sup>th</sup> and 24<sup>th</sup>).</p> <p>After Jan 10<sup>th</sup>- due to possible scheduling of knee operation surgery, Susan may not be available to do the weekly deposits until Babe returns in the first week of February.</p> <p>Susan will check if Monique would be willing to do the deposits if she should not be available.</p>	
7	<b>Next Meeting:</b> January 17/19	
8	<b>Adjournment:</b> Meeting adjourned by Susan and seconded by Lyall	