

**OLV Warden's Meeting
June 20, 2019**

In attendance: Bill Cameron, Bill Raby, Susan, Gail, & Lyall

Absent: Father Al, Nancy

Item	Description	Action by
1	Opening Prayer: opening prayer led by Bill	
2	Approval of Agenda: Approved by Susan and seconded by Bill Raby	
3	Approval of Minutes: Approved by Susan and seconded by Lyall	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: A letter from Ginette to notify the OLV Wardens, that she will be leaving the "cleaning position" of the OLV Rectory at the end of July. Bill Cameron asked Ginette to stay till the end of August, which she agreed.</p> <p>2. Treasurer's Report: Bill Cameron and Susan presented the financial report. Approved by Bill Raby and seconded by Susan. We are in a surplus position of \$3,014.00</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Spring Supper Post Mortem:</p> <p>Total profit of \$3018.00. There were 104 meals served, with 112 tickets sold. There is a need for more help in the kitchen after the balloons are sold, and the prizes are picked up. Perhaps a list of volunteer duties is required to lessen the work load for washing the dishes, and cleaning up the tables.</p> <p>2. Family Day Update:</p> <p>To be held on September 7, 2019.</p> <p>All agreed that tickets will be \$5.00 and will be sold in advance and at the door.</p> <p>Schedule for ticket sales:</p> <ul style="list-style-type: none"> - Aug 18th - Gail & Lyall - Aug 25th - Bill and Bill - Sept. 1st - Susan <p>Hot dogs on BBQ and cook the corn in the kitchen.</p> <p>Musicians :</p> <p>Jamie Lawless (to confirm if Guy to attend)</p> <p>Phil Casey and his friends</p> <p>Donna & Peter confirmed</p> <p>Dwight Maloney – interested</p> <p>Joe and Christine – to be approached by Dwight to see if interested</p> <p>We will also sell tickets for a 50/50. Susan has a roll of tickets.</p>	

	<p>3. AED Add-Ons:</p> <p>There are 3 items to be added to the AED box. Scissors, Razor, and a towel. Maureen Ricard has provided the scissors, and Lyall will provide the razor, and the towel. Maureen has been added to the AED4LIFE account as an alternate contact.</p>	
6	<p>New Business:</p> <p>1. Contract Training Report: Bill Cameron went to a training session at the diocese with the Mutual Insurance Company.</p> <p>Any contract that is over 1 year needs diocese approval. All employees require a contract, and the number of volunteers needs to be recorded.</p> <p>Bill Cameron will follow up with the various rental groups, and employees to acquire the contract information for the insurance.</p> <p>2. Cleaning Lady Vacancy: Bill Cameron has asked Ginette to stay on to the end of August. Bill and Susan have a list of the required duties to be completed. A notice will be put in the OLV Sunday bulletin requesting a replacement, and stating that the work is for 3 to 4 hours per week, and the salary to be negotiated.</p> <p>3. Discuss approval dollar level for equipment repairs: Bill Cameron to notify Dan Clement that Dan needs approval from the wardens if there are any repairs to OLV equipment.</p>	
7	Next Meeting: To be determined in August	
8	Adjournment: Meeting adjourned by Susan, and seconded by Bill Raby	