

**OLV Warden's Meeting
January 16, 2020**

In attendance: Bill Cameron, Susan Lemieux, Bill Raby, Gail Preston, Lyall Campbell

Absent: Father Albanus, Nancy Lanthier

Item	Description	Action by
1	Opening Prayer: opening prayer led by Bill	
2	Approval of Agenda: Agenda approved by Susan, and seconded by Bill Raby	
3	Approval of Minutes: Minutes as presented by Gail are approved by Susan, and seconded by Lyall	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: Nothing to report.</p> <p>2. Treasurer's Report: Financial report presented by Bill Cameron. Approved by Susan, and seconded by Bill Raby. We are currently in a surplus of \$298.00</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Volunteer Appreciation Night: 36 people have registered. The date has been changed from January 24, 2020 to the new date of January 31, 2020 at 7:00pm. Susan to place order at the IGA for the food trays. Monique Simpson will notify everyone on the list of the date change.</p> <p>2. Concierge Contract: Bill and Susan had a meeting with Dan regarding his contract for January 1, 2020 to December 31, 2020. Dan agreed on the proposed rate increase.</p>	
6	<p>New Business:</p> <p>1. Secretary's Contract: All agreed to increase the Secretary's salary.</p> <p>2. Gas Stove: Sue and Lyall will look at the kitchen gas stove to determine what needs to be done to aid in the starting of the pilot burners. Possibly a cleaning needs to be done.</p> <p>3. Insurance: This will be looked at in September with possibly another insurance provider to receive a better rate.</p> <p>4. Food Bank Request: A request was submitted to use the church hall for interviewing potential candidates for the local Food Bank. All wardens approved the request.</p>	
7	Next Meeting: February 12, 2020 @ 11:00 a.m.	
8	Adjournment: Susan & Bill Raby	