

**OLV Warden's Meeting  
November 25, 2020**

**In attendance via ZOOM:** Bill Cameron, Father Albanus, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston, Lyall Campbell.

**Absent:**

Item	Description	Action by
1	<b>Opening Prayer:</b> Opening prayer led by Bill Cameron	
2	<b>Approval of Agenda:</b> Agenda approved by Susan Lemieux and seconded Bill Raby	
3	<b>Approval of Minutes:</b> Minutes as presented by Gail are approved by Susan Lemieux and seconded by Lyall Campbell	
4	<p><b>Administration Activities:</b></p> <p><b>1. Secretary's Report:</b></p> <p>Nothing to report for this meeting.</p> <p><b>2. Treasurer's Report:</b></p> <p>Nancy in attendance in Zoom meeting. Nancy provided financial report for the period ending Oct 31, 2020. Current deficit of \$12,399.00.</p> <p>The financial report is approved by Susan Lemieux and seconded Bill Raby.</p>	
5	<p><b>Business Arising from Minutes.</b></p> <p>1.</p>	
6	<p><b>New Business:</b></p> <p><b>1. Christmas Mass Schedule:</b> Bill Cameron contacted Father Bill to help out Father Albanus with the OLV and St. Malachy Christmas mass schedule. Father Bill has declined due to his age bracket and the Covid protocols where he lives.</p> <p>If no replacement is found, there will only be Christmas eve masses at St. Malachy and St. Columbian. Christmas day masses will be held at OLV and St. Aloysius.</p> <p>We will wait for a follow up from Father Albanus.</p> <p><b>2. Funeral Procedures:</b> OLV has created a funeral process from the current Cadieux Funeral procedures.</p> <p>We require someone to prepare the altar prior to the funeral, a contact tracing person, and 2 ushers.</p>	

	<p>A list of people who wishes to attend the funeral mass would be required from the family in order to prepare a contact tracing list and a seating plan to conform to our Covid mass process.</p> <p>Susan Lemieux has volunteered for the altar preparation and to assist Father with the incense. Bill Raby has volunteered to assist if required.</p> <p><b>3. Christmas Envelope Pick-Up:</b> A message will be sent out to all parishioners that a pick-up service will be provided for those who do not attend mass on a regular base.</p> <p>Ken Simpson has volunteered to pick-up the Christmas envelopes on Dec 20th, and Dec 23rd. If required, Bill Raby has volunteered to help Ken as well.</p> <p>The Christmas collections are not subject to diocesan tax.</p> <p><b>4. Red Zone impact on Hall Rental:</b> The hall for AA and NA weekly meetings is closed until Jan 11, 2021.</p> <p>The Daycare will still operate for 1/2 day on Monday afternoon.</p> <p><b>Other items discussed:</b></p> <p><b>Proposed Bake Sale:</b> A bake sale has been proposed by Susan and Monique to raise funds for the church. Bill advised Susan that it would contravene the current Covid protocols and guidelines. We will look at this type of event in the spring.</p> <p><b>Christmas Flowers:</b> Susan Lemieux has ordered the poinsettias. We will have them delivered Dec 23, 2020 @ 10:00 a.m.</p>	
7	<p><b>Next Meeting:</b> Dec 16, 2020 at 10:00 a.m. via ZOOM</p>	
8	<p><b>Adjournment:</b> Meeting adjourned by Father Albanus and seconded Bill Raby</p>	