

## OLV Warden's Meeting

March 25, 2021

**In attendance:** 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	
2	<b>Approval of Agenda:</b> Agenda approved by Susan Lemieux and Bill Raby	
3	<b>Approval of Minutes:</b> Minutes as presented by Gail are approved by Lyall and Bill Raby	
4	<b>Administration Activities:</b> <b>1. Secretary's Report:</b> Nothing to report for this meeting.  <b>2. Treasurer's Report:</b> Nancy presented the financial statement. Current cash in bank of \$32,561.49. Various re-investments have been made and those that are coming due will be reinvested at the best rates available.	
5	<b>Business Arising from Minutes.</b>  <b>1. NOTHING TO REPORT</b>	
6	<b>New Business:</b>  <b>1.Holy Week Logistics:</b>  Linda Cameron attended Zoom meeting to represent the liturgy committee.  - Palm Sunday: Palms (crosses) will be handed out to the parishioners with surgical gloves, there is no procession, parishioners will go directly to their assigned pew and Father will bless the Palm crosses from the Altar.  - Easter Vigil: There will be no fire, no procession, and no lighting of the candles in the church. The service is scheduled for 7:00pm due to Covid-19 protocol. The pews will have to be disinfected after Easter Vigil due to the mass on Sunday.  - Easter Sunday: Prior to the Easter season masses, Linda, Joan, Ellen, and Sue will have a meeting with Father Bill to review the procedure. The use of incense will be up to Father Bill, since Father Bill is presiding over Easter Vigil mass, and Easter Sunday.  - Altar Preparation: Susan will prepare the Altar with a new cloth (floor length).  - Décor: Bill, Linda, Sue, Gail and Lyall will complete the Easter setup (banners for Easter, set up baptismal font, placement of Easter lilies and other flowers, Easter candle)	

	<p><b>2. Capital Expenditures:</b></p> <ul style="list-style-type: none"> <li>- Church Roof: The roof on the north side was damaged by the falling ice (missing a shingle and soffit damage).</li> <li>- Rectory: The upstairs toilet is leaking which is damaging the ceiling above the Just Equipping door in the rectory.</li> <li>- Washrooms in the basement: The women's and men's bathrooms are in need of repair. Both vanities will need to be replaced due to water damage.</li> </ul> <p>Kevin Lawlis with ProSecure has already replaced the missing shingle, and will look at the soffit damage in the spring. He has also been hired to repair the upstairs toilet issue and the replacing of the vanities in the hall bathrooms.</p> <p><b>3. Concierge Contract:</b></p> <p>Lyll will send Bill Cameron the contract with the new dates for Dan to sign, with no increase in salary for 2021.</p>	
7	<b>Next Meeting:</b> TBD	
8	<b>Adjournment:</b> Susan Lemieux and Bill Raby	