

## OLV Warden's ZOOM Meeting

May 20, 2021

**In attendance:** Bill Cameron, Susan Lemieux, Nancy Lanthier, Gail Preston, Lyall Campbell

**Absent:** Father Albanus, Bill Raby

Item	Description	Action by
1	<b>Opening Prayer:</b> opening prayer led by Bill	
2	<b>Approval of Agenda:</b> Agenda approved by Susan and Lyall	
3	<b>Approval of Minutes:</b> Minutes as presented by Gail are approved by Susan and Lyall	
4	<b>Administration Activities:</b> <b>1. Secretary's Report:</b>  Nothing to report for this meeting  <b>2. Treasurer's Report:</b>  Nancy in attendance and provided financial statement for period ending May 31/21. We are currently in a deficit position of \$10,258.00. The cash in the bank is \$34,760.00, Financial report approved by Sue and Lyall.	
5	<b>Business Arising from Minutes.</b>  1. Capital Expenditure Plan:  - Leakage in Rectory Upstairs bathroom (update) Currently waiting for the results of an asbestos test for the flaking plaster above the door to Just Equipping which was submitted by PROSECURE.  - Possible leakage in bathroom connector (update) No issues. This appears to be an old water stain that is dry. No action required.  - Project to address water leakage in the basement Once we start the project, Susan has some small 6x6 patio stones that we could place over the top soil to provide a way to run the water, from the roof, away from the corner of the building.  2. Father Al's early departure  Do to the present Covid rules, it is not recommended to have the parishioners gather to give Father Al our best wishes. We will look at doing a presentation after mass on the 13 <sup>th</sup> . We can place a basket at the entrance of the church for cards. The church bulletin will make a note of Father's last mass.  3. Report on clean-up at the back of the church  Gail and Lyall were over at the church to trim some broken and hanging branches at the back of the church (fence near the propane tanks). There is still more trimming to do but it will be done on an as needed basis.	

	<p>4. Schematics Plan for Parish Utilities:</p> <p>Bill is proposing that a set of schematics be made to identify the different parts and operation of the furnace, electrical boxes, water valves, Bell fiber/phone lines, and Videotron cable/phone lines are located in the church and rectory. Bill will prepare a plan and forward to wardens. We will begin by documenting the furnace operation first, which is very important.</p> <p>5. Bell Phone in Hall</p> <p>The Bell technician was onsite May 5, 2021. He did not repair/replace the corroded phone line on the outside of the rectory (wires for phone lines are located on driveway side). In the rectory basement where the lines come in, there was a “spare” line that was not connected, so the technician used this line to make the connection for the hall phone. The hall phone number was then configured in the main Bell Canada boxes on Joseph Street. There was no charge for this service call, since the problem was the corroded wire on the outside of the building.</p> <p>The damaged phone in the basement just had a loose piece of plastic in the ear section. This was repaired by Lyall.</p>	
6	<p><b>New Business:</b></p> <p>1. Repair of doors in church entrance</p> <p>Lyall will take a look at the middle door that does not close correctly. If needed, Lyall will ask Kevin of PROSECURE if he can take a look when he returns to the church for other items to be repaired (i.e. soffits, replacement of bathroom toilet in rectory).</p> <p>2. Access to candles for parishioners' intentions</p> <p>Monique has had some requests as to when candles may be lit.</p> <p>We will take a look at the most optimal spot as to where to move the candle holder, taking into consideration the COVID19 spacing protocols.</p> <p>There were 2 possible locations discussed, 1<sup>st</sup> location would be in front of the confessional near the loft stairs, and the 2<sup>nd</sup> location would be on the connector entrance side in front of the other confessional.</p>	
7	<p><b>Next Meeting:</b> June 17, 2021</p>	
8	<p><b>Adjournment:</b> meeting adjourned by Susan and seconded by Lyall</p>	