

**OLV Warden's Meeting  
December 20, 2021  
OLV Church Hall at 10:30 a.m.**

**In attendance:** Bill Cameron, Susan Lemieux, Gail Preston, and Lyall Campbell  
**Also in attendance:** Linda Cameron and Monique Simpson

**Absent:** Father Murray, Bill Raby and, Nancy Lanthier

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 Lyall Campbell – other items added for discussion	
3	<b>Approval of Minutes:</b> Minutes for October 21/21 as presented by Gail are approved by Susan Lemieux, and Lyall Campbell	
4	<b>Administration Activities:</b> 1. <b>Secretary's Report:</b> Nothing to report  2. <b>Treasurer's Report:</b> Nothing to report	
5	<b>Business Arising from Minutes</b>  1. No items to be discussed	
6	<p><b>New Business:</b></p> <p><b>1. OLV Game plan to meet COVID-19 guidelines:</b></p> <p>New provincial guidelines for COVID-19 protocols regarding vaccination passports have been announced by the Quebec provincial government on December 16, 2021.</p> <p>The scanning of QR codes for church attendees will come into effect on Monday, December 20th.</p> <p>OLV will have to take various steps to follow these requirements.</p> <p><b>For mass on Dec.25<sup>th</sup> at 9:00 a.m.</b> We will need 3 people to cover the QR code scanning requirement. We will have a check list of parishioners who attend and check their name off for the QR code that was scanned for them. We will write name on the list if it is someone we do not know, - Lyall will be outside near front door to mention to them that their QR code will be scanned - Linda and Gail will scan the document/phone with the QR code - A photo id will be verified for those that we do not know (photos may not be available for those over 75 and under 13). - Bill will check name off the list and ensure that they continue to sanitize prior to going upstairs to be seated. Bill will write name on list if it is someone we do not know, - Ken and Monique – ushers upstairs for seating - <b>Note:</b> we will only have to scan the QR code once for those attending masses in the future.</p> <p><b>For Sunday mass on Dec 26<sup>th</sup> at 9:00 a.m.</b> - Bill will be outside to mention to them that their QR code will be scanned. - Lyall will scan the document/phone for the QR code - for those that were at mass on Dec 25<sup>th</sup> the QR code would not have to be scanned again</p>	

	<p>- Lyall will check name off list and ensure that they continue to sanitize prior to going upstairs to be seated. - Gail – usher upstairs for seating</p> <p><b>2. Communication plan for Parishioners concerning NEW COVID-19 protocols:</b> Monique will use her mailing list to send the info to parishioners regarding the new protocols for QR code (vaccination passport) requirements that will be coming into effect on Dec 20th.</p> <p>The Bishops letter of December 17<sup>th</sup> will be in this e-mail.</p> <p>Susan will make an announcement at mass on Sunday.</p> <p>The Sunday Bulletin will be updated to reflect the vaccination passport requirement.</p> <p>The OLV website will also be updated with the new COVID 19 protocols for the vaccination passport.</p> <p><b>3. Discuss recognition contribution for Cheryl Cameron:</b> It was proposed that a \$75.00 ESSO gift card be given to Cheryl to thank her for the weeks that she has been coming to OLV to sing during our celebration of mass. All agreed to this proposal</p> <p><b>4. Chanterelle concert</b> The removal of the altar cloth will be done prior to their set up for the concert on Dec 21<sup>st</sup>.</p> <p><b>5. Hymnals in Pews</b> It was suggested if we could put the hymnals back in the pews for the 1<sup>st</sup> week in January. The hymnal will be placed in front of the white ribbon in each pew.</p> <p>All agreed to this proposal.</p> <p><b>6. Missals</b> We had 45 missals – 2 were free and only 2 remain available to be purchased.</p> <p><b>7. OLV Warden’s Christmas Message for Bulletin</b> Bill Cameron will prepare the Christmas message for the bulletin.</p>	
7	<b>Next Meeting:</b> January 20, 2022	
8	<b>Adjournment:</b> meeting adjourned by Susan and seconded by Lyall	