

**OLV Warden's Meeting
May 19, 2022 at 2:00 pm
Location: Church Hall**

In attendance: Bill Cameron, Father Murray, Susan Lemieux, Gail Preston, Theresa Ritchie, and Lyall Campbell

Absent: Bill Raby, Nancy Lanthier

Item	Description	Action by
1	Opening Prayer: opening prayer led by Bill	
2	Approval of Agenda: Agenda approved by Susan Lemieux and seconded by Theresa Ritchie	
3	Approval of Minutes: Minutes as presented by Gail are approved by Susan Lemieux and seconded by Lyall Campbell	
4	<p>Administration Activities:</p> <p>1. Secretary's Report:</p> <p>Nothing to report for this period</p> <p>2. Treasurer's Report:</p> <p>Nancy not in attendance. The Financial report was provided to the wardens for the period ending April 30, 2022. Bill Cameron went through the items listed on the financial report. Financial report indicates a deficit of \$13,756.</p> <p>Bill will check on the recent PROSECURE billing statements (#1- emergency call for the conference room leak and #2 work done to fix the leak in men's bathroom toilet)</p>	
5	<p>Business Arising from Minutes</p> <p>1. Return to Normal (issues to discuss)</p> <p>a) Sanitation station – this will remain at the entrance at the bottom of the stairs b) Communion Ushers – Reinstate for Sunday as people are now returning to mass. c) Collection Basket – this will remain at the entrance and moved to top of stairs when mass begins. d) Collection at Funerals – Monique is our funeral coordinator. The funeral home staff will do the collection will take place if requested by family. e) Eucharistic Minister – this would be wine only. Father Murray to check with the Liturgy committee.</p> <p>2. Year to date Financial Report</p> <p>Based on the financial statement from period ending April 30, 2022 we are currently in a deficit position of \$13,756.</p> <p>Cash in the bank currently at \$19,200 and various financial investments.</p> <p>Priest Salary amount: Bill Cameron and Nancy Lanthier are going to contact the Diocese in order to reconcile how the Priest salary is divided among the parishes that he serves. This Diocese is indicating that we are not paying the correct amount.</p>	

	<p>3. Compliance with Fabrique Act</p> <p>a) Mandates – Father Murray indicated that the President can continue his mandate until such time as you find other members. Currently, Bill Raby and our new warden Theresa Ritchie are within the required mandate requirements.</p> <p>We will wait for the Diocese to contact Bill Cameron our Chairperson and then we will come up with a plan for our warden mandate situation.</p> <p>We continue to post our notice for new wardens on the Our Lady of Victory website.</p> <p>b) Financial Reporting – meeting to advise Parishioners</p> <ul style="list-style-type: none"> - We will provide the financial report to parishioners at our Sunday Fellowship in June. We will try to look at a Sunday in early June. - We will discuss our Financial status with those in attendance. - As we are usually 30 to 35 parishioners in attendance at Sunday morning mass, we may only have a small percentage coming to this meeting. Bill will talk to Linda to decide whether or not to have Fellowship after Sunday Mass. 	
6	<p>New Business:</p> <p>1. Zoom Mass Now that we have moved to full capacity, there are currently only 2 parishioners on Zoom.</p> <p>Bill Cameron will talk to Linda as she is our Sunday morning Zoom mass coordinator.</p> <p>2. Furnace Guideline document submission Lyll and Ken put together a document with photos which provides information on the operation of the furnace. It documents the location of the various thermostats, valves and switches. It provides information on how the furnace runs and how it is turned on for the winter and turned off for the summer and other furnace information.</p> <p>Bill asked Lyll if he could manage the operation of the furnace, and the answer was NO. Ken Simpson needs to provide some training from start up in the Fall until the furnace is shutdown in the spring.</p> <p>3. Report on the clean up at the back of the Church</p> <p>Cedar hedge in backyard - Bill talked to Guillaume, the next door neighbor. He mentioned to Guillaume that we will be cleaning up the hedge by removing the large vines that creeps through the hedge, and remove the small trees and weeds that are growing in it. We will still keep the hedge there for privacy for Guillaume and Lea.</p> <p>Perhaps by cleaning the cedar hedge and trimming some branches, it will give the hedge a chance to grow better.</p> <p>Bill also talked to Guillaume regarding snow removal of the shared driveway. Will discuss in the fall.</p> <p>Gail and Lyll will undertake this duty. Sue and Theresa have also offered to help.</p>	

	<p>4. O/A Request – storage cupboard They will no longer be holding meetings in the Parish Hall. Bill will reach out to the OA contact to find another spot to store their documents.</p> <p>We can look at the Rectory to store their documents.</p> <p>The new rental that we have on Tuesday (Harmonie La Fugue) will possibly take this space as well as space in the Bingo room.</p> <p>5. OLV Activities in the Fall –</p> <p>Christmas Tea - Monique and Susan were wondering if we could have a Christmas Tea in early December. We need to plan early. We will put an announcement in the Sunday Bulletin and request feedback to see if there is an interest.</p> <p>Family day – usually held in September. We usually have musical entertainment in the afternoon with corn on the cob and hot dogs being served. We could look at this.</p> <p>Parish Supper in Fall – look at spacing in hall for a smaller crowd than our usual 150 people. Susan will contact Charley Croteau (Charley’s Ranch) to get some prices for a spaghetti supper.</p> <p>6. Welcome to our new Warden – We welcomed and thanked Theresa Ritchie for joining our OLV church warden committee.</p> <p>7. Hall Rentals – The local organization Le Boulv’Art are renting the hall on Thursday, June 16/22 from 8:00 a.m. to 1:30 p.m.</p> <p>Other rentals in evening are as follows: Sunday - N/A - \$40 per month – very small group Monday - A/A - \$60 per month - large group Tuesday - O/A- giving up space / new rental in September Harmonie La Fugue \$50.00 per week Wednesday - Chanterelle - currently pay \$50 per week. We can look at their contract in the Fall. Lyall had comments regarding indoor and outdoor lights at the front doors being turned on at 6:30 in the evening. Lyall mentioned that this is very unnecessary when it is still bright outside and taking into consideration the increased cost of hydro this seems like such a waste. The Chanterelle has been renting hall for at least 10 years.</p> <p>Bill mentioned that our revenue from hall rentals is around \$600 per month.</p>	
7	Next Meeting: June 16/22 - Due to rental of the hall, the meeting will be held in the rectory kitchen. Time to be determined.	
8	Adjournment: meeting adjourned by Father Murray and seconded by Theresa	