

**OLV Warden's Meeting**  
**February 21, 2024 @ 11:00 A.M in the Church Hall**

**In attendance:** Bill Cameron, Father Murray, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston, Theresa Ritchie, Mervin Butler, and Lyall Campbell

**Absent:**

Item	Description	Action by
1	<b>Opening Prayer:</b> opening prayer led by Father Greg	
2	<b>Approval of Agenda:</b> Agenda approved by Susan and seconded Lyall – additional items added	
3	<b>Approval of Minutes:</b> Jan 24, 2024 minutes as presented by Gail are approved by Susan and seconded by Theresa	
4	<b>Administration Activities:</b> <b>1. Secretary's Report:</b> Gail has nothing to report for this meeting  <b>2. Treasurer's Report:</b>  Nancy presented a draft financial report for the period ending Dec 31, 2023.  This is only a draft until all items have cleared (current deficit \$23,621). Current cash in the bank is \$43,000.00.  Treasurers' report approved by Susan and seconded by Lyall.	
5	<b>Business Arising from Minutes.</b>  <b>1. Fundraising Update:</b>  The mail out of the letters are ready to be sent (52 prepared). As well, the letter for the e-mail mail list that goes to the parishioners that already have a donation box.  It has been decided to wait until March 10, 2024 to send out the letters and the e-mails after the financial statement has been presented to the parishioners at fellowship/Bishops visit March 10, 2024.  <b>2. Fire Inspection Letter:</b>  Bill Cameron prepared a letter to the Fire Inspector, Marc Andre Marchand on Jan 30, 2024 to advise that OLV has addressed all the non-conformities during his inspection on July 28, 2022. This includes the application on the "safe coat" in the church hall in July 2023.  As of today, there has been no response from the Fire Inspector.  <b>3. Fabrique Chairperson Transition Plan (Review of revised roles and responsibilities)</b>  Bill Cameron prepared a list of the Fabrique Chairman duties and responsibilities. These roles will be taken on by members of the fabrique.  The financial section will be managed by Nancy.  The rentals section will be managed by Theresa Ritchie. Susan Lemieux has	

	<p>volunteered to be Theresa's backup. Bill mentioned that the day care provides the dates that they will be renting the hall (\$55 per day). The Chanterelle and Harmonie provide a schedule when rent the hall. Contracts are made for individual rentals. Each year a review is made of the rates.</p> <p>The communications section will be managed by Father Greg.</p> <p>Others areas will be managed by Joan Teske, Father Greg and Susan. Example – Inter-Parish Planning Committee.</p> <p>The completion of the online form - Annual report for the Regis des Entreprises was quite complicated to complete. Susan mentioned that it is extremely difficult to complete. Last year Linda Cameron completed it for OLV. Father Greg mentioned that he could assist with the completion. Susan will call Rene Laprise at the Diocese to see if he has a resource that could assist with the completion of the online form.</p> <p>Father Greg will take over the preparation of the agenda for Warden Meetings)</p>	
6	<p><b>New Business:</b></p> <p><b>1. Wardens Training:</b></p> <p>Theresa Ritchie, Mervin Butler, and Bill Raby are next on the list to attend the Warden Training at the Diocese Center on Blvd. Mont-Bleu. Registration to be completed by Feb 23, 2024.</p> <p>Susan will ask Monique to register the candidates for the March 16, 2024 training session. Time: 9:00 to 1:00 p.m.</p> <p><b>2. Warden Term renewal:</b></p> <p>Bill Raby has graciously accepted another 3 year term. Thank you Bill Raby Gail Preston accepted another 3yr term as well.</p> <p><b>3. Bake Sale:</b></p> <p>There will be a fundraiser "Bake Sale" after mass on March 24, 2024 in the church hall.</p> <p><b>4. Spring Supper – 2<sup>nd</sup> week of June</b></p> <p>Susan brought up the possibility of having a spring supper. Susan mentioned that we can look at having at a catered lasagna spring supper in early June. Susan will get prices at Traiteur de L'Outaouais, and Gail will look at Traiteur Brazeau.</p> <p>Do we go with 100 or 150? With COVID we could go with 100 people.</p> <p>Depending on the estimates, the price might be between \$20.00 and \$25.00. There has been no decision on having a bar. We could take care of buns, salad and dessert.</p> <p>Possibly look into a license to serve and bring your own wine.</p>	

	<p>Susan mentioned that the balloon raffle is a lot of work and we would have to seek donations in the community. Susan mentioned that instead of balloons we could try a 50/50 raffle. Susan mentioned that she has a roll of 50/50 tickets. We would set our price and number of tickets.</p> <p>We could also have a raffle if we had some type of prize.</p> <p>Lyall mentioned that he will make a few wine caddies for door prizes (each wine caddy will contain a bottle of wine and 2 glasses).</p> <p>We can discuss the details of the spring supper at the next meeting.</p> <p><b>4. Other</b> The warden's thanked Bill Cameron for his many contributions over the years as the Chairperson to the Our Lady of Victory Fabrique.</p>	
<b>7</b>	<b>Next Meeting:</b> Wednesday, March 20, 2024 @ 11:00 a.m.	
<b>8</b>	<b>Adjournment:</b> Susan Lemieux and seconded by Theresa Ritchie	