

OLV Warden's Meeting
November 20, 2025 @ 10:00 a.m. in the Rectory Meeting Room

In attendance: Father John Braganza, Linda Cameron, Susan Lemieux, Bill Raby, Nancy Lanthier, Gail Preston, Theresa Ritchie, and Lyall Campbell

Absent:

Item	Description	Action by
1	Opening Prayer: opening prayer led by Father John	
2	Approval of Agenda: Agenda approved by Susan Lemieux and seconded by Bill Raby	
3	Approval of Minutes: Minutes from October 30, 2025 as presented by Gail are approved by Theresa Ritchie and seconded by Bill Raby.	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: Gail has nothing to report for this period</p> <p>2. Treasurer's Report: Nancy mentioned that as of the end of October 2025 we are currently in a deficit position \$7,030. The current bank balance is around \$45,000.</p> <p>Nancy will provide a financial statement update at the warden meeting in December 2025.</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Penitential Service and Christmas Mass Schedule - Father John and Linda</p> <p>Penitential Service – St. Al's – November 28th OLV -Thursday, December 11, 2025 at 7:00 pm– Greg will play music</p> <p>OLV - Christmas Mass – December 25th at 9:00 am</p> <p>Retreat: St. Al's – November 30th and December 1st OLV - December 14th and 15th at 7:30 pm - Father will advise if he needs the 30 inch TV for any audio visual.</p> <p>Website update – Penitential Service information – this info should be posted on the website. - Other Item currently in the weekly Bulletin – the OLV Fabrique is still looking for a Warden. We should try to define the roles and responsibility. Father John mentioned that the main role is primarily to support the parish ministry.</p> <p>2. Update on church/hall rentals for December 2025 and January 2026</p> <p>Theresa provided a hand-out with a list with the upcoming rentals for December and January. The Chanterelle and Harmonie has renewed their contracts until May. The Daycare is renewed until May. The Top Reseau Chretien group has renewed for a full year.</p> <p>For insurance purposes – To track the number of private rentals during the year Theresa will prepare a list.</p> <p>The contracts indicate that Parish activities (funerals etc.) will take a precedent over a private rental.</p>	

	<p>Suggestion by Gail to put a January to December 2026 paper calendar in the Rental binder. Should an event have to be booked, the paper calendar will show what is scheduled.</p> <p>3. Code of Ethics completion – Linda Linda has nothing to add and will follow up with the Diocese.</p> <p>4. Follow-up on discussion concerning the use of tambourines/clapping at Sunday Mass</p> <p>Father John mentioned that we want to accept their cultural expression and at the same time we would like them to adjust to our church choir.</p> <p>Father John has previously spoken to Jackie and Gloria to move from the choir side to the side near the tabernacle. Linda will pass this comment along.</p> <p>5. Father John – recommends having a pot-luck supper at 6:00 pm on Friday, December 19th</p> <ul style="list-style-type: none"> - Father mentioned that this is an opportunity to get together and meet members of the Parish. - We should make an announcement at church/bulletin/web-site. We will provide a sign-up sheet of what people are bringing, how many to prepare for etc. - Linda will get a committee together for the details on this event - We will extend the invitation to the pot luck to St. Malachy - Lyall will send the draft of the poster and sign-up sheet to Linda Cameron. 	
6	<p>New Business:</p> <p>1. Advent church set-up date – Linda - As Advent starts on November 30th, we will plan to do the set-up after mass on Thursday, November 27th.</p> <p>2. Christmas preparation of church decor We will plan to do this on Sunday, December 21st at 11:30 a.m.</p> <p>Heart and Soul decorates the church altar for their concert on Dec 18th. After the concert they remove their decorations. Theresa Ritchie will ask Donna Murphy if they could leave some of them up for us.</p> <p>Gloria and Jacobine would like to be included when we decorate. They would like to see how we decorate the church for Christmas. Linda will follow up with them that we will be decorating on December 21st at 11:30 am.</p> <p>Father John asked if we have any décor outside. Sue mentioned that in the past we have put out the advent wreath with the purple bow prior to Sunday mass and then we bring them in after the mass is over.</p>	
7	<p>Next Meeting: December 18th at 10:00 a.m.</p>	
8	<p>Adjournment: Meeting adjourned by Susan Lemieux and seconded by Gail Preston</p>	