

OLV WARDEN MEETING MINUTES
January 29, 2026 @ 11:15 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 Linda Cameron	
2	Approval of Agenda: Agenda approved by Bill Raby, and seconded by Susan Lemieux.	
3	Approval of Minutes: Minutes from December 18, 2025 as presented by Gail Preston are approved by Theresa Ritchie, and seconded by Bill Raby.	
4	<p>Administration Activities:</p> <p>1. Secretary's Report: Gail Preston has nothing to report for this period.</p> <p>2. Treasurer's Report: Nancy Lanthier presented the financial report for the period ending January 29, 2026. We currently have a surplus of \$4216.65.</p> <p>All wardens in agreement that only OLV will pay the overtime cost for the secretary.</p> <p>St. Malachy will continue to follow the 1/3 pay schedule.</p> <p>Also the printing of the bulletins for OLV and St. Malachy's will be decreased due to bulletins not being used, and the cost per bulletin.</p> <p>Treasurer's report approved by Susan Lemieux, and Lyall Campbell</p>	
5	<p>Business Arising from Minutes.</p> <p>1. Update on AED training – Lyall was asked by a parishioner if we could setup a refresher course for the AED. Lyall contacted St. Johns Ambulance on their website, and have not heard anything back.</p> <p>An organization called “Connexions” located in Buckingham might be able to provide us with a resource regarding the training. Lyall will follow up with this item.</p> <p>We decided that we will wait until the spring to continue searching for a training instructor.</p> <p>2. Update on TV/Projector – Lyall presented 4 business projectors between \$600 and \$1,000. The wardens will review the information, and make a decision at a later date.</p> <p>The current projection screen that we have is 6ft x5ft, we would probably need at least an 8ft screen. Father John mentioned that there are possibilities of using a special cloth as a projection screen.</p> <p>3. Furnace news – Linda mentioned that a message will be put in the OLV bulletin stating that Ken Simpson will be retiring from his volunteer duties at the church and to that we wish to thank him for his years of taking care of the heating system.</p>	

6	<p>New Business:</p> <p>1. Discuss damage deposit for rental contracts, and the use of alcohol for events - Theresa proposed that we have a damage deposit of \$100.00 from single rental users of the hall, due to an issue that happened with the latest rental. All wardens agreed to this deposit clause on the rental contracts.</p> <p>A new “Single Rental Policy” will be created to cover damage that might occur during a rental, and the use of alcohol in the hall.</p> <p>2. St. Patrick’s Bake Sale and Coffee House – Susan mentioned that this year’s St. Patrick’s Bake sale and Coffee House will be March 14, 2026 from 1:00 to 3:30 pm.</p> <p>Susan will reach out to Terry McNamara to see if he is available to play some music in the afternoon.</p> <p>Gail will prepare the poster to advertise this event.</p> <p>3. Warden Mandates – Gail’s notes indicate that Susan Lemieux’s term is expiring. Susan agreed to renew her mandate for another 3 years.</p> <p>The wardens thanked Susan for her continuing support as a member of the OLV Fabrique.</p> <p>4. Icicles on the south side church roof – Father John mentioned that he noticed the long icicles that are hanging on the south side of the church roof. He mentioned that we should investigate this issue and look into getting the inside ceiling insulated to prevent heat loss.</p> <p>All wardens agreed to look into various options as to how we could easily resolve the problem of the icicles building up on the south side and even those forming on the north side.</p>	
7	Next Meeting: Feb 19, 2026 @10:00	
8	Adjournment: Meeting adjourned by Gail and seconded by Lyall	