

**OLV Warden's Meeting**  
**June 20, 2024 @ 11:00 A.M in the Church Hall**

**In attendance:** 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 is led by Father Greg	
2	<b>Approval of Agenda:</b> Agenda approved by Bill Raby and seconded by Susan Additional items added.	
3	<b>Approval of Minutes:</b> Minutes for May 16, 2024 as presented by Gail are approved by Susan and seconded by Mervin.	
4	<p><b>Administration Activities:</b></p> <p><b>1. Secretary's Report:</b> Gail has nothing to report for the period.</p> <p><b>2. Treasurer's Report:</b> Nancy Lanthier provided the financial report for the period ending May 31, 2024. We are currently in a surplus position of \$5,824.00.</p> <p>The financial report was reviewed by all wardens and is approved by Susan and Bill Raby.</p>	
5	<p><b>Business Arising from Minutes</b></p> <p><b>1. Insurance Update - OLV Church and buildings – Bill Raby</b></p> <p>Bill Raby indicated that the current insurance policy will expire on June 30, 2024 (policy is from July 1<sup>st</sup> to June 30<sup>th</sup>). We can renew for another year as it is about the same as last year (\$12,100). With this in mind, we do not have to go out for tender every year.</p> <p>All wardens agreed that we will stay with current company.</p> <p>Only item outstanding is the coverage for rentals that do not have their own private insurance.</p> <p><b>2. Fall supper Update – Bill Raby</b></p> <p>Bill spoke to Bob the manager of the kitchen at the Buckingham Golf Course. As it is such a good cause, he would be more than happy to host our Parish supper on Friday, September 20th. It would be a lasagna supper with Caesar salad and a bun. Bill confirmed that we will be able to bring in the desserts (Susan will make the cakes). It will be buffet style and the bar will be open at the golf course.</p> <p>We will charge \$25.00 per ticket and will reserve for 100 people. We will also have a 50/50 draw which is much easier than the balloons. Price of 50/50 tickets to be determined.</p> <p>We will put the supper information in the parish bulletin and indicate that tickets will be available in mid-August and will allow 4 weeks to sell tickets (cocktails at 4:30 pm and dinner at 5:30 pm). We will stop selling tickets the Sunday prior to the supper. Lyall will look at preparing the draft for the tickets and send to everyone for review.</p> <p>Monique may also have the template.</p> <p>We can set up a schedule to coincide with the greeter schedule.</p> <p><b>3. Church hall – phone line status – Lyall</b></p> <p>Bell Canada came to the church on Monday and changed the incoming line from copper to</p>	

	<p>fiber. The phones in the basement and kitchen are working with the new line. The UPS box for the fiber line is installed in the basement rectory.</p> <p>Only thing is that the account is in Nancy's name, and the account correspondence is under Ann Anderson.</p> <p><b>4. Confirmation of hall rental fees – Theresa</b></p> <p>Theresa provided a list of the current rentals for the church hall and the associated fees. The new contracts will be going out for September 1<sup>st</sup>. The only fee that will be increased will be the NA group (currently pay \$60 per month). We gave them a break during COVID, however, they should be paying the same rate as AA which is \$80 per month.</p> <p>As an example the rent at St. Al's – is listed at \$85 per hour.</p> <p>Theresa mentioned that she will update the contracts accordingly, when Bill Raby gets the information from our insurance company regarding our rentals that may not have any insurance.</p> <p><b>5. Insurance Company Inspection of Property – Bill Raby</b></p> <p>Bill Raby mentioned that the insurance company will be coming to do an inspection of the church and rectory. They will call Our Lady of Victory and schedule a time for the inspection.</p>	
6	<p><b>New Business:</b></p> <p><b>1. Heating System valve replacement – Susan/Lyall</b></p> <p>Susan mentioned that there are currently three valves that are leaking in the parish hall. When the furnace is running it seals the leak. But we do not want to have any major leaks in the basement. We should get ALPHA in to give us an estimate as to the cost to fix/replace the leaking valves by either re-sealing or changing the valves. According to Ken, he has spoken to them and apparently it is quite an extensive job for it to be done as it is very labor intensive.</p> <p>Lyall will contact Ken to see when ALPHA could come in to give us an estimate for the valve replacement.</p> <p><b>2. Chairperson Responsibility – Father Greg</b></p> <p>Father Greg mentioned that he is currently the Chairperson at St. Al's and at OLV. However, Father Greg mentioned that the Bishop has indicated that he would like the Chairperson to be a layperson, rather than the Parish Priest.</p> <p>The Bishop is aware that it is hard to find people to replace the Chairperson. Father mentioned that the Chairperson position is more coordination of meetings and ensures that things get done in the parish.</p> <p>Susan indicated that we can put a notice in the weekly Parish Bulletin that we are currently looking for a Chairperson for the Fabrique of Our Lady of Victory.</p>	
7	<p><b>Next Meeting:</b> July 25, 2024 at 11:00 a.m.</p>	
8	<p><b>Adjournment:</b> Meeting adjourned by Susan and Theresa</p>	