

Our Lady of Mercy Complex Committee

Meeting Minutes March 1, 2023

Attendance:

Shirley Squires	Joanne Rose	Marjorie Glasgow
Vanessa Glasgow	Phyllis Doucette	Penny Spencer
Regrets: Emili Martin	Andrew Hibbitts	Pamela Lynn Bennet McLeod

- 1/ Call to Order by Vanessa at 7:00 pm.
- 2/ Adoption of Minutes of February 1, 2023. Moved by Shirley, seconded by Marjorie, Carried.
- 3/ Approval of Agenda with no additional items. Moved by Phyllis, seconded by Shirley, Carried.
- 4/ Financial Report: Shirley reported the bookkeeper is still finalizing the year end report for 2022. Current account balances are BMO \$33,815 and Scotia Bank \$31, 940. Changing banks to reduce service costs.
- 5/ Business Arising:
 - a. Sub Committees:

The Restoration and Maintenance Committee is waiting in the technical report from the conditional assessment.

Event Planning Committee hasn't met yet.

Museum, Gift Shop and Tea Room Committee reported by Joanne. They have set up for Music in the Church this year for July and August with a call out for performers. A Season Pass is now available for 40 shows at \$199. This pass is shareable with family and friends and reduces the cost at the door by 50%. Sponsors for the musicians have been requested through letter to PAP local business. The Museum has had updates to the Aguathuna Room, Father Green's Room and a new Clinic room created. These will be finished for the 2023 season. And the gift shop has started a new house made craft kit industry. The kits will be branded Salty Sistas and indicate they have been made in PAPW. Commission items will be taken in this year to feature work of local artisans and craft makers. Currently Marjorie and Charlie are reviewing inventory.
 - b. Board Membership: Mike Ratter has submitted his resignation. We will look to recruit a new person based on geography and expertise. Note. The bylaws indicate 11 members yet the incorporation document indicate 10. This will have to be corrected at the next AGM.
 - c. Fundraising: Meeting was held with Hank Gaudon to discuss the Lourdes Parish activities for Chase the Ace. They are very supportive to help us do this. The application is filed. Phyllis is taking the file. 50/50 is recommended too.
 - d. Conditional Assessment: Xxcel Designs is proposing to present the technical report at the next board meeting. Vanessa will notify Shawn Monahan that it is April 5th. We will have a planning meeting with the ACOA representative for the region after we get all the information. He will assist us to look for restoration funding.

6/ New Business:

- a. Insurance: Joanne to contact current insurance broker to discuss current coverage, deductible's, ownership, and security camera in place. Also to get some comparable quotes.
- b. Grant Applications:
 - Community Service Relief Fund \$100,000 grant application done;
 - NLCU support grant for projects \$3,000 done.
 - North Atlantic Petroleum \$1,000 community grant submitted.
 - LAMPPS application for Targeted Wage Subsidy 23 weeks submitted for a tourism operations manager, reporting to the board and responsible for supervision and daily operations.
 - Young Canada Works application for 5 summer students completed.
 - Propel Summer Work Placement Program Phase 1 completed.
 - NL Student Placement program deadline is March 31st.
- c. Stephenville Cultural Destination Committee has requested to have Dinner and A Show July 30th. Approved for 80 tickets.

7/ Motion to adjourn at 8:30 made by Marjorie, seconded by Phyllis, Carried.

Vanessa Glasgow – Chair

Joanne Rose – Vice Chair