

THE HAVILAND BOARD OF DIRECTORS MEETING
MINUTES - FINAL

Thursday July 29, 2024

PRESENT:

Jamie Trainor, President

Jane MacIsaac, Vice President

Stephen Yarrow, Secretary

Nelson Hagerman, Treasurer – via phone

Jake Baird, Fundraising Chair

Allan Trainor, Membership Chair

Scott Stevens, Pond Chair

Mary-Beth Maclean, Entertainment Chair Rosalind

Drewery, Director-at-Large

Regrets:

Michael Cairns, House Chair

Bruce Matheson, Chair of the Trustees Susan

Macdonald, Manager – for the house report

1. The meeting was called to order at 4:20pm by Jamie.
2. Approval of the agenda was moved by Rosalind, seconded by Nelson.
3. Minutes from June 20, 2024, board meeting – motion to approve by Allan, seconded by Jake - approved.
4. Manager's report, read out by Stephen:

- Quiet month
- Canada Day brunch and Barbecue very well attended ...lots of good reviews on line and in person
- Pop-up Strawberry social and tours went well - made \$200 clear
- Pianos are in place – via the PEI Symphony
- Laura Murphy improv shows: first one I had to set up Bridge in lounge initial concern on how it would go turns out it both events went well with no complaints
- Second show bridge in great room and show in lounge again went well
- Next week is start of Fringe festival (we will have two plays from Thursday to Sunday)
- Calling Al Trainor's daughter about doing some shifts
- More events booked next month than this past month.

5. Chair reports:

President, Jamie:

- There has been a formal complaint made by a member about another concerning an incident earlier this month.
- As per the by-laws, the complaint and a potential response was discussed by the Executive Directors (Jamie, Jane, Nelson via phone, and Stephen) prior to the board meeting.
- The incident, complaint and a formal response was discussed extensively by the board.
- Motion by Jane: After the executive received the complaint and after careful consideration, the board came to the decision that the membership of the member in question be revoked, i.e., the person is no longer considered a member and effective today, is expelled from the Haviland Club Inc., permanently. Further more, the member in question is not welcome to the Haviland

as a guest. Seconded by Stephen, all were in favour. The member in question is to receive a formal letter on paper, hand delivered.

Subject closed.

Treasurer, Nelson:

- Nelson presented the year-to-date financials to July 10, 2024.
- Bottom line – deficit of close to \$12,000
- Much discussion ensued about the state of affairs and next steps.
- All agreed that continuing to use the reference “Haviland Club” will make any efforts to seek grants and charitable status futile. Funding bodies and the CRA will not take kindly to a private club of perceived “well heeled” members pursuing hand-outs or tax breaks.
- Jane motioned: all future communications via social media or traditional channels concerning all activities going forward will reference “The Haviland”, i.e. no further references to a club, notwithstanding that the legal name is still “The Haviland Club Inc.” – to be changed in the future. Seconded by Scott, carried.

The Pond, Scott:

- The Pond Camp is in good condition.
- Maintenance issues are still outstanding.
- Some clean-up work took place when the weather co-operated.
- Memberships: Two Haviland members have joined the Pond for boating.

Membership, Allan:

- Last time we voted in members was the end of April: ○

Honorary 2 ○ Life 4 ○ Regular 160 ○ Corporate 4

- Total 170

- Six new cards from cabinet yet to be officially voted in will make us 176. Names, sponsors and payment status were discussed.

Entertainment, Mary-Beth:

- So far this year the entertainment committee has netted almost over \$3,100.
- Pizza Fridays is breaking even at \$5 a slice and is popular.
- Canada Day celebrations went well. We had 35 for brunch and 38 for BBQ. We could have sold more for the BBQ but ran out.
- We are proposing to sell tickets on a 4 person Italian dinner in the lounge at \$20 with hopes of selling 100 tickets. Terry Woodhouse got a licence. We would like to start selling tickets in the fall for a draw in November. Terry and Trisha Belfry have offered to cook and serve the meal.
- Jake and I plan to meet to discuss other possible fundraising events, e.g. “High Tea” events next year. Fundraising, Jake:
- Proposal: Establish a “high end” 50/50 lottery - “The Friends of Farringford” 50/50
- Duration: Start Date – August 1, 2024, Draw Date – November 8, 2024
- Tickets: \$50 each or 3 for \$100 (same name on each ticket)
- Payment Methods: eTransfer to the Haviland; credit / debit on site at the Haviland; cash
- Administrative Considerations:
 - a separate bank account, it will be imperative to track tickets sold and size of pot and to have cash available immediately for winner

- lottery license cost \$25, donated by a member
- ticket printing estimated cost \$200, sponsored by a local business
- creating a database for tickets purchased including name, email, telephone number, # of tickets, amount •
- Marketing / Promotion:
 - Members, through a special email, the Updater. Request that each member be responsible for \$100 worth of tickets, either to buy or sell.
 - User Groups, approaches to Bridge Clubs, PEI Symphony Orchestra, PEERS Alliance, etc.
 - Social media / print media, such as posting to Facebook page, photo of Mayor Brown purchasing a ticket with a news release to the Guardian
- Project Management:
 - Establish a Committee / Working Group
 - Jake Baird
 - Jane MacIsaac
 - Scott Stevens
 - Irene MacArthur
 - Barb Rankin
 - Brian Sanderson
 - Edna Reid
 - Susan MacDonald
- Goal: Generate a \$15,000 pot, net \$7,500 to the Haviland
- Jake motioned the above proposal, Jamie seconded it, all approved, carried.

Vice-President, Jane:

- Very busy time since our last meeting. In addition to regular operational issues I have focused on the following:
 - Financial challenges... Transferred funds from the operational account to the project account to cover Events Coordinator wages... the

operational account had borrowed \$6000 to cover operations, however as time passed, that left the project account short. We transferred \$2000 into project account. This means the operational account now stands minus \$14000 approx. and our line of credit is \$15000 - our credit card is at its limit. ...in addition, we were three years behind in registration fees with the Province for Part 2 of Corp. Act and one year behind in registering our kitchen facilities. I looked after those situations.

- Have tentatively set September 18th and 25th for two Special All Members Meetings on an update on the financial situation. TBC.

- Met with Lynn McCaughey to determine our exact financial situation. Lynn went through the HST rebate process. She completed that exercise last week and \$1000 will be coming back to the project account. This process will take a couple of weeks.
- Made an application to the province for tax relief, a major task. Our actual taxes each year are in excess of \$9000.00. YTD we have paid over \$3000 and will owe more at the end of August. Thanks to Scott Stevens and

Nelson for help. Fingers crossed that we get approved as this is critical to our survival.

- Working with Jake, Jamie, Stephen and Jim McNutt

(retired lawyer) on an application to CRA for Charitable Status. This appears to be a very detailed and complicated process. Jake will give a more complete picture. We should have a board approved recommendation to proceed.

- As you may or may not know, we are working on an official complaint. Jamie will speak to that process and the outcome.
- As a fun activity, assisted Rosalind's team in the delivery of the 4th special activities event, a High Tea. It was well organized, well attended and enjoyed by all. Congrats Ros, well done.
- Looking forward to the signing of a contract with the PEISO, Laura Ono and company. With the signing of this rental agreement the rent over the next year from this organization will be approx. \$9000. Jamie has worked

diligently on this effort. I am just coming into it at the tail end, but it looks great!

Senior Friendship Days, Rosalind:

- The first four events from a projected ten event schedule have been completed.
- June 9th was a joint venture with Cycle PEI with entertainment and bbq.
- The guest that day was Angela McCarthy speaking about the new federal dental plan. This was a very well received subject.
 - July 14th was the last event which was billed as an elegant tea.
- We had sold out but were couple of no shows.
- This was really well received, and we had a great number of new faces attend. A-couple more membership cards were requested as people were leaving. We distributed the Prince Edward Island Seniors Guide courtesy of the government.
- The budget set for the ten Sunday events was at about \$1200 per event.
- The spent funds to date are at \$3323 giving an under-budget savings of about \$1500.
- September 15th event will have the military museum speak with a light lunch
- October 27th the Lieutenant Governor light lunch
- November - no event
- December 15 Mike Pendergast and noon hour turkey dinner
- 2025 January, February and March dates are reserved but nothing planned as yet.
- Additional “Days” are being scheduled, considering conflicts with time and space of other events, e.g., the PEI symphony.

Motion to accept all reports – Jamie, seconded Rosalind. All reports approved.

6. New business: None.

7. Next meeting of the board is scheduled for **Monday, August 26, 2024, at 4:00 pm.**

8. Meeting adjourned at 6:23pm