

THE HAVILAND BOARD OF DIRECTORS MEETING MINUTES – FINAL

Monday, September 23, 2024 PRESENT:

Jane MacIsaac, Vice President

Stephen Yarrow, Secretary

Nelson Hagerman, Treasurer

Jake Baird, Fundraising Chair

Scott Stevens, Pond Chair

Mary-Beth Maclean, Entertainment Chair

Rosalind Drewery, Director-at-Large

Mike Cairns, House Chair

Regrets:

Jamie Trainor, President

Allan Trainor, Membership Chair

Bruce Matheson, Chair of the Trustees

Information Sessions, September 18th and 20th.

- Sessions covered staffing changes, financial status and governance.
- Mary Beth made notes of the key points raised and questions from participants.
- Board members discussed each point and assigned who to follow up.
- Summary of the questions and answers are to be posted to the Updater a.s.a.p.

Other business:

- Finances – the Haviland continues to struggle without an effective manager. Priority is to hire a manager a.s.a.p., but challenges with limited resources to pay at a high enough level. Will proceed at a wage level used for Susan, plus seek a wage subsidy grant, in addition to deploying three Haviland members as key mentors.
- It is typical at the end of the summer to have to juggle \$\$ from accounts, line of credit etc., until new membership fees are collected – but particularly difficult this year due to low rental activity in recent months. Effective management will ensure healthy rental levels going forward.

- Board discussed at length rentals, expenses, and ongoing agreements with entities that pay to use the Haviland on an ongoing basis, e.g., the Bridge Club, PEI Symphony Orchestra, etc. More long-term arrangements will be essential.
- Concerns were raised at the table that not all board members are aware of ongoing rental agreements re. income and calendar commitments.
- Rosalind motioned: Going forward, details of long-term rental arrangements of 1 year or more must come before the board before contracts are signed, to enable the board to potentially give direction and to increase transparency – not necessarily for the board to approve or not approve. Moved by Nelson, seconded by Mary Beth. All approved, motion carried.
- Board will need to review the overall insurance for the Haviland.
- Seniors' Days – next two events will be over budget.
- Jane, as chair, requested Scott to assist in developing a draft business plan for the Haviland.
- The AGM is scheduled for Friday November 29th. Details to be discussed at the next board meeting.
- Haviland members are encouraged to contact Aiden if interested in board positions for the 2024-2025 year.
- Next board meeting: Monday, October 28, 2024
- Meeting adjourned 5:53pm.

Chair reports submitted for the September 23, 2024, Haviland Board meeting:

Jake: Fundraising Report

- The 50/50 lottery is on-going and there is currently \$2400 in the lottery account with \$500 to be transferred from the Haviland general account for a total of \$2900. There are six weeks to the draw date, people are encouraged to buy or sell if they can.

Scott – Suffolk Pond report

- The Pond is 50% weeded over. Hunting Season is approaching.
- The Pond Camp is in good condition. Some maintenance issues are still outstanding.
- Memberships: Three people have joined the Pond for boating.
- The Pond committee hosted a Corn Boil and Hot Dog event. Approximately 20 people attended. The weather did not cooperate, which kept most people inside for much of the time.

Mike – House report

- The front entrance stair rails were painted and the stairs were cleaned last Tuesday and tomorrow we are going to paint the steps. Thanks to Mark Belfry for donating the paint and to Nelson for donating a hundred dollars to buy the supplies needed.
- The wasps are finally gone from the back patio. They were very persistent and didn't want to leave but through perseverance and modern chemistry I was able to get rid of them. We need to ensure that no drinks are left on the back patio and that we don't store empty cans/bottle there as that is what attracts the wasps.
- The dishwasher was staining all the glasses with sediment and making them cloudy so we cleaned all the sediment out of the dishwasher and bought new soap. Anyone using the dishwasher has to ensure that the soap and rinse agent are primed and going into the dishwasher to prevent this happening again.
- In the next few weeks we plan to remove the air conditioning units and put up sheers in the front room as well as fix the fridges in the bar area.

Rosalind - Seniors Friendship Days

- Event of September 15 went pretty well.
- The speakers were really excellent; however our attendance was just about half of the expected number.
- We did hear later that messages weren't taken or received so likely part of the reason. The budget was well under the 1200\$ forecast coming in at about 600\$.
- However, we are fully booked for the next two events, maybe a bit overbooked.
- The next two events are October 27, and December 15.
- For the finances both events will be eating up the savings from past events.
- I will prepare a forecast as we order the menu just to give a heads up for the capital fund.

Mary Beth – Entertainment report

- The entertainment committee met on September 6th and will meet again September 27th.
- The main agenda item was to plan special events for the year. These include a make your own pizza party hosted by Mary and Sheldon (Oct. 6), a Halloween party with Zombie theme and DJ (Oct 25), and murder mystery in (Nov 16).
- We have three new members, Nora Nicholson, Dan Robson, and Gorden Cobb
- A \$10 Friday is planned for October and November. Dan Robson, and then Mike and Anne. We decided to continue pizza on Fridays. We will keep it at the bar at \$5 per slice. If Mary Beth is not there then she will ask Mary or someone else on the entertainment committee to take care of the pizza order.

- We discussed having music and dances. This is something Nora brought up to me as having been done in the past and she would like to see it come back. We will be looking into acts to bring in through Music PEI.