

THE HAVILAND BOARD OF DIRECTORS MEETING MINUTES

Saturday, February 15, 2025

PRESENT:

Bruce Matheson, President

Jane MacIsaac, Vice President

Stephen Yarrow, Secretary

Sherry Spence, Treasurer

Allan Trainor, Membership Chair

Scott Stevens, Pond Chair

Mary-Beth Maclean, Entertainment Chair

Michael Cairns, House Chair

Chris Matheson, Director-at-Large

ABSENT:

David Cairns, Director-at-Large

PLUS:

Mark Belfry, Chair of the Trustees

Daniela Belcran, Manager – for the manager's report, over the phone.

Proceedings:

- The meeting was called to order at 9:35am by Bruce.
- Bruce suggested that we have a short round table of committee report highlights and related questions, however the priority is to discuss the financial situation and make some key decisions. Relevant reports are attached at the end of these minutes.
 - Daniela referenced her report and posed the question about bar prices. As the HST holiday has ended, bar prices will need to be adjusted to add back the tax – is now the time to consider increasing the base price of drinks? Sherry will do a review of the current bar stock, practices, selections and prices, and will report back to the board at a future meeting with suggestions for discussion and decision.
 - Allan listed eight new Haviland members for consideration. Following discussion, he made a motion to vote-in the new members, seconded by Chris, all approved, motion carried.

- o Mary-Beth suggested convening a new members welcome evening event in March. For consideration.
- o Jane discussed the Tourism Initiative and the terms of reference for a feasibility study. The initiative could entail hiring summer staff (students) if government support funds can be obtained. Decision is to proceed but bring the staffing question back to the board if the grant application is successful. We will need to assess this initiative in the context of the Haviland's financial position in the future.
- o Chris continues to work on a volunteer recognition initiative.

Financial discussion:

- Bruce invited Sherry to kick-off the discussion.
 - o Sherry started with the matter of rental rates and some serious inequalities currently in-play. E.g. rental rates for the two bridge ventures – the rental rate currently equates to approx. 15% of the stated Board policy on rental rates. Bridge pays about \$50 for a three-hour rental of the Great Room, whereas the member rate is \$260 (including the applicable 33%-member discount).
 - o Currently the Haviland member discount for rentals is 33% - should this be reduced or eliminated?
 - o Regular members need to be in good standing for 12 months before they can enjoy the 33% discount, whereas not-for-profit or corporate members can request the discount immediately.
 - o The bridge ventures and not-for-profits should pay the full rental rate?
 - o Need a clear policy.
 - o We are two years into the four-year contract with the bridge ventures, but Irene and Carol may be open to renegotiation, given our financial stress. However, the bridge ventures have raised funds for various projects for the Haviland over the years.
 - o Bridge is not a not-for-profit organization, and the rental rate for bridge has not increased significantly for many years. These rentals simply do not cover costs at the Haviland, notwithstanding extra bar sales.
 - o Some agreements with organizations for rentals have not come to the attention of the board in the past. Transparency has been lacking.
 - o PEISO members feel that they are Haviland members and expect Haviland member bar prices. Should only apply to PEISO executives – that was the deal.

- Bruce: what is the decision going forward on rental adjustments, effective March 31st? Eliminate discounts altogether? 33%, 25%, 20%??
- **Mary Beth made a motion:**
 - **Individual Haviland members (singles and couples) can request a 33% discount on rentals,**
 - **No discount for other member classes, such as not-for-profits and corporates, effective March 31st,**
 - **Honour any existing agreements already negotiated, except for the bridge ventures.**
- **Seconded by Jane, unanimously supported. Motion carried.**
- It was noted that for some Haviland members, the rental discount is a significant value of membership.
- Bruce is to approach Irene and Carol to renegotiate the rental rates for the bridge ventures, taking into account that there is a “bridge” office in play too – space that could be monetized for the Haviland.
- Sherry raised the matter of the apartment – a subject of many discussions over many years. The tenant has from time to time been paying rent via doing odd jobs at the Haviland – not is synchrony with Mike and David’s maintenance work. Also, the rent has not increased for many years – lost income for the Haviland. IRAC rules apply, but past boards have given up.
- Going forward, the full rent will need to be paid in \$\$, the perceived parking privilege will be blocked, and an IRAC application for the current allowed rent increase of 3% will be initiated (Sherry).
- **Allan made a motion:**
 - **Effective immediately, discontinue the requirement of regular members to be in good standing for one year to request the 33% rental discount.**
- **Seconded by Scott, all in favour with just one dissention. Motion carried.**
- Sherry stated that we need to review all recurring bills (GFL, cable, phones, etc.) to seek opportunities to reduce expenses.
- The current weekly operating cost for the Haviland is \$3600/week. The weekly income needs to exceed this significantly going forward, therefore rental activity needs to increase accordingly. 2024 was not a good year for rentals for many reasons, but we are turning a corner, e.g., the PEISO’s rental requirements over and above the current contract, plus a two-day whole house rental for a film production company.
- Concerning the bar, it would be cheaper to order beer in cases of 24, not the current 12; need to review the wine selection – currently cheap boxed wine

vs. some fancy bottled wine (why are we stocking prosecco? Who drinks it?); we could collect the deposits on bottles and cans?? Although this is a big job to physically take them to the recycling depot, instead of them being collected by outsiders from the street. Mark has volunteered to assist.; the draft beer system is too much trouble, with added expenses – stick to canned beer.

- Bruce: the not-for-profit member rate used to be \$650, now half of that. Why bother with a membership rate for these entities when they bring in \$\$ to the Haviland via rentals?
- Perhaps strike a sub-committee to review these sorts of items that may need to be changed for the future.
- Another expense that should be reviewed: \$800 for snow shovelling, with spotty service this winter. We could eliminate this and do it ourselves? Daniela is looking into better deals; Scott also will do some research re. next winter.
- Similarly, bookkeeping: currently \$7000/year for the bookkeeper, for two times two-hour sessions a month. Between Bruce, Daniela and Sherry, could take over this work – not too onerous? Or reduce the bookkeeper's hours going forward.
- Bruce and Sherry to streamline this function.
- Bruce could do the entry work, but from now on, will not sign any cheques – separate the function of President for other signees.
- Allan requested that we acknowledge, and have it noted in the minutes, the great work that Mary Beth did over the ten days or so, covering for Daniela while she was on vacation. Bravo! Mary Beth learnt a lot about the comings and goings of the Haviland business, which will be invaluable for the future.
- Mark, as chair of the Trustees (taking over from Frances who had stepped down), noted that in his opinion, this was the best functioning board of directors for many years!
- Bruce adjourned the meeting (11:15 am), thanking everyone for their patience for this particularly long, but productive meeting.
- Next meeting: Bruce and Stephen will confer on a date, given upcoming vacations for some directors.

COMMITTEE REPORTS:

Allan – membership:

Hon 2

Life 4
Regular 69
Couples 86
Student 2
Out of Prov 1
Not for Profit 2
Spring & Summer 0
166 Total

To vote-in (x8 more)
Dave Glennie paid
Sue & Chaz Flower paid
Winifred Anne Lebott paid
Dianne Morrow yet not paid
Robert Tierney yet not paid
Shane Ross & Alana Doherty yet not paid

Membership Board Updated
Old former member emails purged from Updater list >70
Need to update Website to reflect new dues

Jane – Vice President:

Tourism Products Committee:
The initial meeting of the Tourism Products Committee is scheduled for Thursday, Feb.20@1:00. The committee members are Bert Christie, Gordon Rich, Jake Baird and me. Craig Ono declined (he has other commitments) but would be an available resource... We have room for additional participants/ members.

Scott - Suffolk Pond Report

Feb 15, 2025

The Pond Committee hosted a Fund Raiser function in January. (Scotch Tasting)
It was a successful event which allowed us to contribute \$200. to the Club towards rent.
We are now enlisting fishing members.
Next planned event will be Breakfast at the Pond Camp.

Mary-Beth: Entertainment Chair Report February 15, 2025

1. 30 people attended the Iranian Dinner night on Jan 31, a bit more than break-even in terms of the food but high bar sales.
2. Terry Woodhouse and Tricia Belfrey sold \$800 worth of tickets to the Italian dinner. The winning ticket was Gordon Cobb. It was drawn at the Iranian dinner.
3. Wine and Chocolate Tasting will be held on Feb 14. 50 tickets max with 45 sold.
4. Two \$10 Fridays are planned. There is one for Feb 21 by Nora Nicholson and the other for March 7th by the PEISO.
5. Other upcoming events include possible International Women's Day activity on or before March 8th, St. Patty's Day Levee March 15, Beginners Scotch Tasting April 11, Murder Mystery April 25 and 26.
6. We would like to get more members to participate in activities and events. Any ideas please let me or one of the other entertainment committee members know.
7. The committee is proposing to invite new members and their sponsors to a Wednesday evening meet and greet with the board. We would need a budget for some finger food and a drink ticket. We would use the time to give tours and seek feedback on how they would like to engage with the club. First opportunity would be March 5.
8. Looking for input on the role of the entertainment committee in club activities such as 45s, Euchre, Coffee and Conversation, Diners Club, Playreaders Club etc.
9. Looking for input on non-members attending free activities put on by the club.
10. We have had questions from Shona and those taking pictures at events as to our policy on getting permission. The committee would like to propose an opt-out policy whereby members are informed that we will be taking pictures at events but if they would like to not have their pictures used by the club, they can be put on their name on a list maintained by the manager.