

JOINT HAVILAND BOARD OF DIRECTORS AND TRUSTEES MEETING MINUTES

February 25, 2026

Directors present: Bruce Matheson, Mike Cairns, Sherry Spence, Chris Matheson, David Cairns, Linda Irvine, Dale Cole, Mary Beth Maclean, Scott Stevens, Stephen Yarrow

Trustees present: Mark Belfry, Ed Lawlor, Tom Burke, Irene MacArthur

Regrets: Allan Trainor

Manager, Daniela Belcran, present at the front end of the meeting

Proceedings:

Bruce called the meeting to order at 4:04pm and clarified that going forward, the director-trustee joint meetings will continue, with the focus on the transition from a club to a trust - with friends. However, only the board can vote at these meetings.

Minutes of the January 14, 2026, joint meeting – Scott raised concerns about last month’s discussion concerning Club member’s potential benefit for free rentals for celebration of life events. Policy will require further exploration. David moved to approve these minutes, seconded by Mary Beth, all approved, motion carried.

Manager: Daniela:

- Lots of bookings and rentals, had to shuffle the Bridge Club a bit to accommodate
- Ad has been placed in a wedding magazine
- Sherry and Daniela to review the bar prices

Committee reports:

- Scott Linda stated that informally, the entertainment, membership and fundraising activities will be merged due to close overlaps in function – at least for the foreseeable future, notwithstanding the bylaws.
- Mike reported that the flapper in one of the toilets has finally been replaced.
- The haggis was great at the recent Scotch tasting event
- Dale reported that there are seven potential new members to be reviewed. After some discussion, Dale moved to approve the new members, seconded by Mike, all approved, motion carried. Mark reminded everyone the importance of following due process for membership applications, fee payments, and approval process.

Charitable status:

- The plan to transition the current Haviland Club to a trust, with associated friends of the trust, was discussed further, from last month’s meeting. Bruce and Mark had circulated another outline document to attendees, along the lines of the January version.
- Timeline, trust name and consultation processes to be determined – but soon, i.e., before the summer.
- Discussion on the 2025 membership scenario, vs. donor scenario unfolded.
- Taking June 2025 as a point in time:

- Haviland Club: 79 single membership and 96 members as couples, at \$241.50 and \$362.25 each, respectively, including HST, gives \$46,800
- Future trust, same number of people, but as donors (single only, due to CRA rules), at \$300, with no HST due to charitable status, gives \$81,300. Significant increase in revenue with same community, but a trust scenario.
- Scott made the following motion, in order to finally launch the transition process:

That the board proceed to transition the Haviland Club, as we know it today, to a charitable organization and a trust, based on the information provided to date.

Seconded by Linda. Majority of the board directors approved with one dissenter. The Trustees were to review this motion separately, shortly after this meeting.

- Discussion unfolded about previous efforts towards forming a trust with friends of the trust in 2024, being like this new initiative.
- Bruce volunteered to draft a note for the Updater, outlining for current Haviland Club members the plan to transition to a charitable organization, in the form of a trust, etc., following consultation with the membership. Perhaps a future Coffee and Conversation session could be used to launch the idea.

Other business:

- The Haviland Club is now a member of the Chamber of Commerce, subject to a Chamber vote. The Chamber has its next meeting, at the Haviland, tomorrow evening. All encouraged to participate.
- New Horizons grant has been approved. Slightly less than \$25K, with \$4-5K for the kitchen for upgrades re. senior's events.

Next meeting:

Wednesday, March 25, 2026, at 4:00pm

Meeting adjourned at 5:28 pm

**Haviland Club Income Statement
Monthly Comparison**

	Jan-26	Jan-25
REVENUES		
Food & Beverage	3 191	4 790
Membership	2 241	1 184
Entertainment	2 001	2 255
Rentals	5 147	3 164
Government Assistance	-	-
Apartment Rent	467	467
Draws & Raffles	-	-
Other Income	3 392	1 205
	<u>16 439</u>	<u>13 065</u>
 Cost of Sales		
Food & Beverage	3 027	3 048
Entertainment Costs	612	1 886
	<u>3 639</u>	<u>4 935</u>
GROSS MARGIN	<u>12 800</u>	<u>8 130</u>
 OPERATING EXPENSES		
Cleaning costs	975	688
Utilities	646	2 271
House Repair & maintenance	660	888
House Supplies	675	13
Property Tax	968	951
Advertising & Promotion	-	-
Bank charges & interest	979	797
Insurance	680	648
Office, Postage & Printing Costs	178	100
Accounting & Legal Fees	488	570
Wages & benefits	6 575	5 441
Other Expenses	48	263
Total Expenses	<u>12 872</u>	<u>12 629</u>

Haviland Club Year-end Income Statement
(for the period Oct 1/25 - Jan 31/26)

	2026	2025
REVENUES		
Food & Beverage	23 299	20 668
Membership	24 093	28 232
Entertainment	5 322	6 595
Rentals	20 923	27 425
Apartment Rent	1 386	1 410
Draws & Raffles	-	7 277
Grants & Funding	3 994	-
Other Income	3 501	7 199
	<u>82 518</u>	<u>98 806</u>
 Cost of Sales		
Food & Beverage	10 668	13 128
Entertainment Costs	4 317	4 161
Raffle Payouts	-	-
	<u>14 985</u>	<u>17 289</u>
GROSS MARGIN	<u>67 533</u>	<u>81 518</u>
 OPERATING EXPENSES		
Cleaning costs	3 627	3 201
Utilities	7 529	8 482
Repair & maintenance	1 635	3 262
House Supplies	1 317	850
Property Tax	3 870	3 803
Advertising & Promotion	602	181
Bank charges & interest	4 701	3 502
Insurance	2 721	2 592
Office, Postage and Printing Costs	630	851
Accounting and Legal Fees	1 938	2 380
Wages & benefits	24 216	20 705
Pond	-	-
Other Expenses (incl bad debts)	133	422
Total Expenses	<u>52 919</u>	<u>50 228</u>
NET INCOME (Loss) for the period	<u><u>14 614</u></u>	<u><u>31 290</u></u>

Legal Name
The Haviland Club

Year established
1997

Organization Type
Not-for-profit

CRA
123956997RC0001

7. Address
2 Haviland St Charlottetown, C1A 3S6

maclean.marybeth@gmail.com

9. Organizations' Primary Activities

Founded in 1997, The Haviland is an inclusive and welcoming gathering place with a strong focus on supporting seniors' social participation and well-being. Located in the historic Farringford House, built in 1869, the Haviland provides a warm, accessible space where older adults can connect, engage, and thrive. The Haviland has almost 200 members, over 95% of whom are seniors (aged 65 plus), who benefit from affordable membership (less than \$20 per month) and a wide variety of activities. Seniors regularly gather for card games, billiards, book and play-reading clubs, and social events such as holiday celebrations, live music, and dinner theatre. These programs help reduce isolation, foster friendships, and promote active aging, making the Haviland a vital community hub for older adults. In 2022, the Haviland engaged members, seniors, and community partners in a strategic planning process that strengthened its transition to a social enterprise and registered charity. This shift ensures that the Haviland can continue to evolve as a senior-centered hub, offering affordable, meaningful, and inclusive programming.

20. Project title (Question 20)

The Haviland Seniors' Community Meals and Resource Connection Project

Coffee, Conversation, and Community Meals

Planned project start date and end date (Questions 21 and 22)

April 1, 2026 to March 31, 2026 (12 months)

\$25,000

24. Project summary

The Haviland Seniors' Community Meals and Resource Connection Project

There is an urgent need for **community-based solutions designed with and for older adults** to reduce social isolation and connect seniors to essential resources. Evidence is clear that **nutrition-focused interventions are among the most effective supports for older adults living alone**, and **pairing meals with resource connection significantly increases service uptake while strengthening social ties and perceived well-being** (Kim et al., 2024; Middleton et al., 2022).

Yet, Charlottetown, where **one in five residents is over 65**, has a gap in this kind of programming. This project directly responds by:

1. **Reducing isolation and improving nutrition through regular community meals for seniors**, and
2. **Addressing unmet health needs by connecting seniors to services, information, and supports.**

The Haviland is uniquely positioned to deliver this initiative, with regular participation in activities for **seniors** and community groups each month. Its location beside several senior-dominated apartment buildings that lack common spaces makes it a natural hub for connection. Building on its warm, historic atmosphere and reputation, the Haviland can evolve into a **vibrant, senior-centered hub of belonging and well-being**.

The Haviland has a proven track record of delivering successful, senior-focused programming. In 2023–24, with support from a New Horizons grant, a group of eight senior members of the Haviland designed and hosted nine Seniors' Friendship Days, covering practical topics such as the new seniors' dental program and personal security in an increasingly digital world. With this grant, the Haviland also installed heat pumps to make the building safer and more comfortable for seniors, positioning the Haviland as a cooling centre. These events were well attended, highly rated by participants, and demonstrated the capacity of seniors to co-create meaningful programming. The Haviland also launched the Coffee and Conversation program over a decade ago. This speaker series, open to the public, consistently draws 30 to 40 seniors each week and has become a valued space for learning, dialogue, and connection.

Building on the success of Seniors' Friendship Days and Coffee and Conversation, our initiative will feature affordable **shared meals designed for seniors' dietary needs**, paired with **information sessions that extend our successful "Coffee and Conversation" program**. We will brand the events as Coffee, Conversation, and Community Meals (CCCM). Topics will focus on practical health, wellness, and social resources. A **co-design approach**, with input from a PhD in aging and health who is on the board of the Haviland, will ensure an evidence-based approach that is relevant and promotes engagement among seniors (Kim et al., 2024), while partnerships with organizations such as the Seniors Federation will strengthen delivery.

To fully realize this vision, **strategic capital improvements are essential**. While the historic Farringford house in which the Haviland is located is a cozy and welcoming environment for social gatherings, the kitchen, last renovated in the 1970s, must be modernized, and safe building access ensured. These upgrades will enable inclusive, large-scale meal programming, transforming the Haviland into a **sustainable, welcoming hub where seniors can eat well, connect deeply, and thrive together**.

Kim, I., An, H., Yun, S., & Park, H. Y. (2024). Effectiveness of community-based interventions for older adults living alone: A systematic review and meta-analysis. *Epidemiology and Health*, 46, e2024013. <https://doi.org/10.4178/epih.e2024013>

Keller, H. H. (2006). Meal Programs Improve Nutritional Risk: A Longitudinal Analysis of Community-Living Seniors. *Journal of the American Dietetic Association*, 106(7), 1042–1048. <https://doi.org/10.1016/j.jada.2006.04.023>

Middleton, G., Patterson, K. A., Muir-Cochrane, E., Velardo, S., McCorry, F., & Coveney, J. (2022). The Health and Well-being Impacts of Community Shared Meal Programs for Older Populations: A Scoping Review. *Innovation in Aging*, 6(7), igac068. <https://doi.org/10.1093/geroni/igac068>

Include details about all the planned activities.

- 1. Establish a Senior Working Group:** Recruit three senior members within the first month to form a working group, holding regular planning meetings to guide program design, implementation, and evaluation (April 2026). Their work will be supported by the manager of the club and Dr. MacLean, who is a member of the board of the Haviland and has a PhD in aging and health.
- 2. Promote events:** Work with the Senior Citizens' Federation to recruit participants who are experiencing social isolation and/or nutritional risk. Develop a flyer on the program and contract with Canada Post to mail it to Charlottetown households. We will also promote the events in free community publications, radio, and social media. Begin promotion within one month of the project start (April 2026).
- 3. Improve Kitchen Facilities and Access to the Building:** Renovate the existing kitchen to enhance its functionality for community meal preparation and service (new stove, above stove microwave fan, countertops and selected cupboards) based on input from caterers who have used our kitchen. Improve safe access to the building (paved access to wheelchair ramp - currently gravel and anti-slip stair treads for front and back stairs). Complete renovations within two months of the project start date (April & May, 2026).
- 4. Enhance Social Connections and Nutrition Through Community Meals:** Organize and serve regular community meals (12) to foster social relationships among seniors and reduce nutritional risk (Keller, 2006; Kim et al., 2024; Middleton et al., 2022). We will hire a caterer with expertise in nutrition for seniors. Begin the first community meal event after completing renovations (June 2026 to March 2027).
- 5. Establish Senior Relevant Topics and Speakers:** Develop a speaker series with local organizations and service providers to offer information on services to seniors. Launch speaker series within one month of program start and finalize speaker series within two months (June 2026 to March 2027).
- 6. Evaluate Program Effectiveness:** We will conduct pre and post-program questionnaires to screen for nutritional risk using the Seniors in the Community: Risk Evaluation for Eating and Nutrition (SCREEN, a 15-item questionnaire for assessing nutritional risk) (Keller et al., 2001),

and assess impacts on psychosocial factors (social support, social network, depression and anxiety, sense of control, and perceived well-being). Post-program satisfaction with meals, speakers and access to services will also be measured.

Keller, H. H., McKenzie, J. D., & Goy, R. E. (2001). Construct validation and test-retest reliability of the Seniors in the Community: Risk Evaluation for Eating and Nutrition questionnaire. *Journals of Gerontology - Series A Biological Sciences and Medical Sciences*, 56(9), M552–M558. <https://doi.org/10.1093/gerona/56.9.M552> The Haviland Seniors' Community Meals and Resource Connection Project directly addresses the New Horizons Program objectives by reducing social isolation, enhancing well-being, and increasing access to vital resources for seniors through a co-designed, evidence-based initiative.

Describe how the proposed project meets the objective(s) and/or the priority(ies) of the funding program under which you are applying

First, the project empowers seniors by **establishing a Senior Working Group** of three older adults, supported by the Haviland manager and a board member with a PhD in aging and health. This ensures that programming is led by and for seniors, reflecting their lived experiences and priorities. The working group will guide planning, implementation, and evaluation, reinforcing seniors' leadership in community development.

Second, the project strengthens participation by **actively recruiting isolated and at-risk seniors** through partnerships with the P.E.I. Seniors Federation and targeted outreach. Flyers will be delivered via Canada Post to Charlottetown households, with additional promotion through free community publications, radio, and social media. This outreach ensures broad access, particularly for those who may not currently engage in community programming.

Third, the project invests in **essential infrastructure improvements** to enable safe, inclusive participation. Renovations to the 1970s-era kitchen (new stove, microwave fan, countertops, and cupboards) will enhance functionality for preparing nutritious meals, while paving the wheelchair ramp and adding anti-slip stair treads will improve accessibility. These capital improvements will ensure that all seniors, including those with mobility challenges, can participate safely and comfortably.

Fourth, the project enhances seniors' nutrition and social connections by providing **12 community meals over ten months**, beginning in June 2026. Meals will be prepared by a caterer with expertise in older adults' dietary needs, directly addressing nutritional risk while fostering meaningful connections among participants. Shared meals have been shown to reduce loneliness, improve dietary intake, and enhance overall well-being (Keller, 2006; Kim et al., 2024; Middleton et al., 2022).

Fifth, the project increases seniors' awareness and uptake of available supports by offering **20 speaker sessions** paired with meals, branded as *Coffee, Conversation, and Community Meals (CCCM)*. Building on the success of the existing Coffee and Conversation series, these sessions will feature local organizations and service providers presenting on practical topics such as health services, social benefits, digital literacy, and safety. This approach bundles nutrition with resource connection, proven to strengthen social networks and service uptake (Kim et al., 2024).

Finally, the project ensures accountability and learning through a structured **evaluation strategy**. Seniors will complete pre- and post-program questionnaires using the validated SCREEN tool to assess nutritional risk (Keller et al., 2001), alongside measures of social support, networks, depression, anxiety, sense of control, and perceived well-being. Participant satisfaction with meals, speakers, and service access will also be assessed. These outcomes will provide robust evidence of program effectiveness and inform sustainability planning.

By co-designing with seniors, modernizing facilities, delivering shared meals with evidence-based nutritional standards, and integrating service-oriented educational sessions, this project embodies the New Horizons Program's mission. It will reduce isolation, promote health, and strengthen seniors' inclusion in community life. The Haviland is uniquely positioned to deliver this initiative, building on a proven track record of senior-led programming and leveraging its location at the heart of a senior-dense neighborhood.

Together, these activities will transform the Haviland into a sustainable, senior-centered hub where older adults can eat well, connect deeply, and thrive.

Will any of the proposed project activities be delivered at your organization's primary address?

yes

Will any of the proposed project activities be delivered in a different location from your organization's primary address?

no

Is your project targeting vulnerable groups?

Seniors who are isolated and at nutritional risk

Project costs

Describe how your community supports this project.

Design and planning

Three seniors have been leading the design of this project and will continue in its planning and implementation.

Participants

We expect to provide 1,200 meals and 12 speakers over ten months with an estimated average of 60 seniors per event. Based on experience with our previous New Horizons grant, we expect at least half to be the same individuals. In that case we would serve 600 unique seniors.

Explain how the individuals will benefit from the proposed project.

We expect that our committee of three seniors will benefit from contributing to their community. An additional 600 seniors will benefit from enjoying community meals, reduced isolation, improved nutrition, and increased access to services.

HAVILAND CLUB
SUFFOLK POND REPORT
Feb 25,2026

There has been very little activity at the Pond this past month.

The pond committee hosted a Scotch Tasting fund raiser this month. It was a success, although the number of attendees were down from previous functions.

This year there appears to be more interest in pond memberships, from new Haviland members and returning pond members.

K. Scott Stevens
Pond Chair.