

JOINT HAVILAND BOARD OF DIRECTORS AND TRUSTEES MEETING MINUTES

April 22, 2026

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

Trustees present: Mark Belfry, Ed Lawlor and Tom Burke

Regrets: Chris Matheson, Allan Trainor, Irene MacArthur

Proceedings:

Bruce called the meeting to order at 4:02 pm

Adoption of Agenda: moved by Dave, seconded by Scott, all approved, carried

Minutes of the March 25, 2026, joint meeting – approval, with a couple of modifications, moved by Mike, seconded by Scott, all approved, carried.

Discussion on the motions re. the new Trust that are referenced in the minutes:

- The March 25th minutes will be posted to the Haviland website shortly, so members will see the motions made relating to the establishment of the new Trust.
- As discussed as previous board meetings, there is a disconnect between current members vs former members and access to the website and the Updater.
- Main discussion on how to share the proposed constitution and bylaws of the new Trust with current members, and to organize an all-members special meeting to launch the concept and clarify any issues, etc.
- Board agreed that the constitution and bylaws will be emailed directly to each current member, in the next few days, inviting them to direct any questions to either Bruce or Mark.

Manager: Daniela:

- See report.

Committee reports:

Mike, House:

- Painting proposal for the Great Room – someone called Jack.
- Needs to be painted sooner rather than later as the current condition is inhibiting bookings.
- The organizers of the upcoming Tea and Tales sessions would like the room to be in better shape.
- Mike has a quote for \$4000, two coats, repairing cracks, etc, but not the ceiling. Two guys, with scaffolding, over 2-3 days. Must be done quickly due to bookings.
- Could also address the marble sections that are loose with the fireplace mantels.
- Haviland will need to supply the paint. Eight gallons, plus two gallons for trim – approx.. \$5000.
- Paint is on sale at Home Hardware.
- Propose to use the funds currently available for the kitchen repairs – from the government grant – then proceed with the kitchen in the fall when further funds will be available, e.g. \$2000 from the Bridge Club. Also access the renewed mortgage relating to the establishment of the new Trust. Colour proposed –

- Another bid quoted \$6000.
- Perhaps ask the lady who repair the moulding some year back for a quote?
- Potential dates for the painting could coincide with the Mother's Day event – will need to cancel the latter.
- Mike moved that we proceed with this project - \$4000 for the labour, \$5000 for the paint, seconded by Linda, all approved, carried.

Dale, Membership:

- Recently have approved new members by the directors via email – system works well.
- But always need a sponsor.
- Need to think about how this process should be done in the future, with the new Trust, and Friends of the Trust. Perhaps consider automatic renewals?
- Just accepted two new members.
- Perhaps consider a contest – award for the member who brings in the most new members.

Sherry, Finances:

- Financial numbers appear to be very good, but we need to appreciate that they now include government grant (\$22,000) – it is actually carrying us through. Absent the grant, the bottom line would be bad.
- We will be seeking a larger mortgage (\$200K), linked to the new Trust.
- Discussion on the benefit of a better understanding of the rental income – what do the rentals bring into the Haviland, and what we are no longer receiving from those rentals that were withdrawn (e.g. Peers Alliance).
- Some major events booked in May, will bring in healthy rental income.
- Also, we will receive \$400/month from renting the former Bridge office, plus \$600 per session, three times a week from the Tea and Tails events – till end of summer, and maybe extra ones in September, coinciding with the Cruise ships. Could be a great summer.
- May 18th to launch the Tea and Tails – hope to include a few Haviland members to assist with marketing.
- Mary Beth and Daniela will be attending the upcoming Tourism Industry Association conference.
- Laurent's recent Coffee and Conversations presentation about Iran was very successful. Need to be mindful to steer away from political issues at similar Coffee and Conversations – Laurent was very balanced.
- See report below.

General discussion:

- Potential for someone to do the general repairs when Mike and Dave are not available – but at cost.
- We are actively asking for members to volunteer, but we have not identified the tasks. Difficult.
- Application to the province for the new non-profit Trust going ahead. Need to have a minimum of three subscribers, so suggest five, the four board executives plus Mark as chair of the current Trustees. Will not necessarily be long term board members of the Trust.
- Getting ready to share with lawyers for review, then proceed with mortgage renewal with the Credit Union. Once done, the following step will be to apply for charitable status from the CRA.

- Piano for the Haviland? The two current pianos are on loan from the Confed Centre, which will be returned when the Centre's renovations are finished. But the PEI Symphony Academy requires a piano. We have a member willing to donate a piano. We could own it, but have the Academy do the maintenance going forward.
- Kitchen repairs: discussed costs for new counter tops, flooring, back splashes, etc. Budget not sufficient for new cabinets. \$4800 to play with. To be completed before the Senior's New Horizons program in the fall. Also need to purchase new tables, to replace those owned by the Bridge Club. Mike asked to work up a budget for near term costs for immediate repairs – needed for the renewal of the mortgage.

Next meeting:

Wednesday, May 20, 2026, at 4:00pm

Meeting adjourned at 4:57pm

Manager Report, Daniela:

1. April was a bit slow for rentals compared to March; however, the following months are almost fully booked.
2. To save money for the club, I'm doing the deep cleaning myself: doors, windows, carpet, and polishing. That way, we can spend that money to paint the walls. (Mike Report)
3. Planning a small event with live music and snacks for Mother's Day on Saturday, May 9th, with Linda.
4. I'm in talks with Music PEI, who will help promote musicians for Friday Life Music during the summer.
5. Getting ready for a cleanup and gardening day. Hoping for a nice sunny day.
6. Inventory in the bar as of April 21st: \$1,895.08
7. Rental prices need to be reviewed. Looking to create packages that include food (snacks, charcuterie boards).
8. Several members have asked me about the date for the general meeting regarding charity status with the members.
9. Looking to use the outdoor land for craft/yard sales on Saturday, during spring/summer

Report from VP on Rentals/Fundraising, Mary Beth

1. Daniela and I are attending a tourism Industry event on April 23 and Charlottetown Chamber Mixer on April 30.
2. Teas and Tales - we have signed a contract. The first event will be May 18th – Victoria Day. They have set aside six complementary seats for Haviland Club members (Mark, Mary Beth, Bert, Daniela, Bruce, Crystal). I also had her set aside five seats for other potential partners (Discover Charlottetown, the Tourism Industry Association, Phillip Brown, the PEI Museum and Heritage Foundation and Experience PEI). See this link for MOU https://drive.google.com/drive/u/0/folders/15_d9XSXvW1bSc_R7TxV1EN-EnwQLOQL
3. Seniors New Horizon's program called Coffee, Conversation and Community Meals will start in the fall once Coffee and Conversation begins.
4. The Bridge Club - Would like to include a note in the Updater informing members of the Bridge Club leaving, thanking them for their contributions to the club and wishing them the best in their new home.
5. The Bridge Club office has been rented to Ze Lyu, Director of TuTu Fun Games for \$400 per month. His Wife Ivy Zheng has been doing the negotiations. Their two references were very favourable. They have already sent a deposit and will sign the lease this week.
6. 50/50 license has expired, will look at renewing in the fall
7. Terry and Trisha have offered to do an Italian Dinner raffle again this year. We will ask each member to buy or sell three tickets each during Nov/Dec. for Jan/Feb.

**Haviland Club Income Statement
Monthly Comparison**

	Mar-26	Mar-25
REVENUES		
Food & Beverage	4,133	4,087
Membership	1,636	512
Entertainment	695	414
Rentals	4,166	11,910
Government Assistance	22,353	-
Apartment Rent	467	466
Draws & Raffles	-	-
Other Income	- 802	- 257
	<u>32,648</u>	<u>17,132</u>
 Cost of Sales		
Food & Beverage	1,892	1,149
Entertainment Costs	661	868
	<u>2,553</u>	<u>2,017</u>
GROSS MARGIN	<u>30,095</u>	<u>15,115</u>
 OPERATING EXPENSES		
Cleaning costs	874	1,354
Utilities	570	2,283
House Repair & maintenance	673	920
House Supplies	21	477
Property Tax	968	951
Advertising & Promotion	123	76
Bank charges, penalties & interest	1,148	662
Insurance	714	680
Office, Postage & Printing Costs	-	130
Accounting & Legal Fees	488	570
Wages & benefits	5,421	5,515
Other Expenses	436	-
Total Expenses	<u>11,435</u>	<u>13,596</u>

Haviland Club Year-to-Date Income Statement
(for the period Oct 1/25 - Mar 31/26)

	2026	2025
REVENUES		
Food & Beverage	30,479	28,775
Membership	26,076	30,128
Entertainment	6,543	9,314
Rentals	26,199	42,456
Apartment Rent	2,319	1,876
Draws & Raffles	-	6,450
Grants & Funding	26,347	-
Other Income	2,567	9,266
	<u>120,530</u>	<u>128,265</u>
 Cost of Sales		
Food & Beverage	13,788	15,296
Entertainment Costs	6,278	8,319
Raffle Payouts	-	-
	<u>20,066</u>	<u>23,615</u>
GROSS MARGIN	100,464	104,650
 OPERATING EXPENSES		
Cleaning costs	5,957	5,318
Utilities	9,437	12,548
Repair & maintenance	2,731	4,675
House Supplies	3,566	1,899
Property Tax	5,805	5,704
Advertising & Promotion	1,199	256
Bank charges & interest	6,859	4,875
Insurance	4,116	3,920
Office, Postage and Printing Costs	635	1,025
Accounting and Legal Fees	3,000	3,540
Wages & benefits	32,554	31,494
Pond	-	-
Other Expenses (incl bad debts)	313	520
Total Expenses	<u>76,172</u>	<u>75,774</u>
NET INCOME (Loss) for the period	<u><u>24,292</u></u>	<u><u>28,876</u></u>

HAVILAND CLUB
SUFFOLK POND REPORT
April 22, 2026

The Pond Camp was opened April 5, with a clean up crew which went over the camp and purged unnecessary materials and cleaned all surfaces and utensils.

Membership fees have been flowing in, at present we have 23 paid members.

The camp needed a new refrigerator, this was arranged for by one of our pond members.

Our traditional, Opening Day breakfast was hosted by a number of volunteers, who served approximately 20 people. Donations exceeded expenses which help with stocking the fridge.

Fishing has been slow so far, but it is still early.

K. Scott Stevens
Pond Chair.