

## **JOINT HAVILAND BOARD OF DIRECTORS AND TRUSTEES MEETING MINUTES**

**July 22, 2026, 4:00pm**

Directors present: Bruce Matheson, Mary Beth Maclean, Sherry Spence, Scott Stevens, Dave Cairns and Stephen Yarrow

Trustees present: Mark Belfry, Ed Lawlor, Tom Burke and Allan Trainor

Regrets: Mike Cairns, Dale Cole, Linda Irvine

Plus, Daniela Beltran, at the beginning of the meeting

### **Proceedings:**

Bruce called the meeting to order at 4:05 pm

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

Minutes of the May 20, 2026, joint meeting – approval moved by David, seconded by Scott, all approved, carried.

### **Daniela, Manager:**

- See report below
- In the process in drafting a five-year business plan
- Event renting the Haviland re. Avonlee TV series reunion, August 7 – 9.  
Consequently, Happy Hour brought forward to Thursday. Will charge restaurant level prices at the bar during the event.
- New rental for September – two days, for a movie.
- Another tea-type event is being developed for over December and Christmas.
- A “hot pepper” event is in the works for the Fall, open to the public.
- Some other rentals being considered.
- The PEI Symphony will collect their piano in September.
- Mary-Beth and “Tea and Tales”: program continues to be tweaked and the Haviland working to accommodate as much as possible.
- Mary-Beth: a Tanya Jackson is interested in being a wedding facilitator for the Haviland. Believes that the Haviland is currently underselling and that significantly higher profits can be made if weddings coordinated more effectively. So far this year, the Haviland has hosted 6-8 weddings (and 30 celebrations of life) – the aim is to double this wedding number. Tanya could also function as a backup for Daniela. A business plan will be developed for the fall, including advertising in a wedding magazine.

**Committee reports:****Finances – Sherry:**

- YTD June 30<sup>th</sup>, income down considerably compared to 2025.
- Most rentals are small and short. Had hoped to increase rentals by 10%.
- Discussion on one statement entry re. penalties and interest for \$5600. Believed to be an error with data entry – could relate to the painting work in May.
- Generally, the Haviland is treading water, and this summer will continue to be slow.
- Senior's grant for \$26K a great help.
- Memberships are dropping – 40 members from 2025 did not renew for this year.
- Renegotiation of the mortgage (in hand) to a higher amount will reduce the pressure.

**Transition to the Trust – Bruce:**

- Charitable status application ongoing – an on-line process with CRA.
- Process requires information on revenues and expenses with a comprehensive description or narrative.
- Anticipating a rapid response with CRA – much quicker on-line rather than submitting paper forms.

**Vice-president – Mary Beth:**

- New Horizons Senior's initiative to launch in November.
- In part tied to the Wednesday Coffee and Conversations sessions.
- Caterer will be combined with a dietician, with senior's diet focus.
- \$5K for kitchen upgrades, in September and October.

Next meeting Wednesday August 19, 2026, at 4:00pm.

Adjourned 4:49pm

## MANAGER REPORT JULY

1. Working with Mary Beth on a business plan.
2. 2027 goal: Weddings. This will be included in the business plan, which will eventually need to include a budget for advertising, marketing, and improvements.
3. Getting ready for the Avolie Road Convention and Finest Book Fair on Friday the 7th and Saturday the 8th. Happy hour will be moved to Thursday the 6th. For this event, Edward Lemon wants an open bar of beer and wine on Friday, so I thought the club would charge him the extra price for the wine bottles and the regular beer price. Thoughts?
4. We have a new production that will rent the club for 2 days in September. \$1350 per day.
5. I have someone interested in renting the club to hold tea parties once a week. I'm waiting to meet with her.
6. Planning an auction event in the fall. I understand there was one a couple of years ago and it was a success. Thoughts?
7. Bar inventory for July 20th: \$1078.64. Due to slow bar movement, I'm only placing one order per month.
8. Getting ready for the Christmas season with new advertising on the Chamber of Commerce and social media.
9. I've noticed an alarming increase in mice in the club over the last few months, on the first and second floors, as well as in the kitchen, bar, and restrooms. I contacted Legault, and they will take care of it, although it may increase the monthly fee.
10. Hot Ones: Planning a Hot Peppers contest in the fall.
11. Rentals for August: 7-8 events booked till July 20th  
Rentals for September: 5 events booked till July 20th

## Report from VP on Rentals/Fundraising: July 22, 2026

1. **Tea and Tales:** Dilek has been operating one day a week most weeks. In May rental income was \$3,240 and in June \$3,960 which includes \$600 for rental days and the \$120 cancellation fee for other days..  
[https://docs.google.com/spreadsheets/d/1Ulw\\_29JSSTjEaXniXWylfa-wwRkF4DOL/edit?usp=drive\\_link&ouid=117333938569687785668&rtpof=true&sd=true](https://docs.google.com/spreadsheets/d/1Ulw_29JSSTjEaXniXWylfa-wwRkF4DOL/edit?usp=drive_link&ouid=117333938569687785668&rtpof=true&sd=true)
2. **Wedding Business Plan:** Working on a business plan with Daniela and Tanya (a wedding facility coordinator that Bruce introduced us to) to increase revenues from weddings.
3. **Seniors New Horizon's Grant** \$23,000 We have two members who volunteered to be on the seniors committee to make decisions about the program (Karen Melish May and Gordon Bird). We need one more. I connected with Sarah Hewko from the dietetics program and UPEI and she recommended a caterer (Rebecca Reardon from Cork and Cast) who is also a dietician for the program and offered a student to do one of the presentations. The kitchen needs to be renovated before the program starts. The budget for the kitchen is around \$5,000. Daniela and I have put together a budget as the one included in the proposal included new appliances which we have already purchased. We will need to review this budget with Mike. The actual program will start in November and run every 2 weeks for a total of 14 weeks.  
[https://docs.google.com/document/d/1hyC69L\\_3vpZg4GtysbTMGq-hiLwGTpnL/edit](https://docs.google.com/document/d/1hyC69L_3vpZg4GtysbTMGq-hiLwGTpnL/edit)
4. **Charlottetown Climate Change Micro Grant** \$2,500 for trees and vegetable garden titled " Esther Lowden Heritage Green: Growing History, Food, and Community". This grant needs to be spent by the end of February 2027. We plan to start work in the fall.  
[https://docs.google.com/document/d/1glo69cm2Yd7fSFRy\\_G4phczyKOYFD9ruyOvAdbo9YVc/edit?tab=t.0#heading=h.w84py81ngokx](https://docs.google.com/document/d/1glo69cm2Yd7fSFRy_G4phczyKOYFD9ruyOvAdbo9YVc/edit?tab=t.0#heading=h.w84py81ngokx)
5. The **Canada Day** open house in partnership with Santa's Angels did not draw many people. Santa's Angels felt that many thought it was a private party. We did however connect with about 6 people who were interested in membership and gave tours to about 20 people.
6. **Community Foundation Grant** \$6,800 for marketing of the Body & the Belvedere titled "Bringing History to Life: The Body & the Belvedere Community Heritage Theatre Project". We have not heard the results.  
[https://docs.google.com/document/d/1glo69cm2Yd7fSFRy\\_G4phczyKOYFD9ruyOvAdbo9YVc/edit?usp=drive\\_link](https://docs.google.com/document/d/1glo69cm2Yd7fSFRy_G4phczyKOYFD9ruyOvAdbo9YVc/edit?usp=drive_link)



**Haviland Club Income Statement**  
**Monthly Comparison (June)**

|                                         | <b>Jun-26</b>          | <b>Jun-25</b>         |
|-----------------------------------------|------------------------|-----------------------|
| <b>REVENUES</b>                         |                        |                       |
| Food & Beverage                         | 2,296                  | 6,737                 |
| Membership                              | 47                     | 254                   |
| Entertainment                           | - 220                  | - 166                 |
| Rentals                                 | 3,578                  | 4,632                 |
| Government Assistance                   | -                      | -                     |
| Apartment Rent                          | 467                    | 477                   |
| Draws & Raffles                         | -                      | 72                    |
| Other Income                            | - 122                  | 1,569                 |
|                                         | <u>6,046</u>           | <u>13,575</u>         |
| <br><b>Cost of Sales</b>                |                        |                       |
| Food & Beverage                         | 1,798                  | 1,155                 |
| Entertainment Costs                     | 354                    | 68                    |
|                                         | <u>2,152</u>           | <u>1,223</u>          |
| <br><b>GROSS MARGIN</b>                 | <br>3,894              | <br>12,352            |
| <br><b>OPERATING EXPENSES</b>           |                        |                       |
| Cleaning costs                          | 916                    | 976                   |
| Utilities                               | 2,080                  | 2,028                 |
| House Repair & maintenance              | 270                    | 356                   |
| House Supplies                          | 1,168                  | 346                   |
| Property Tax                            | 968                    | 968                   |
| Advertising & Promotion                 | 499                    | 243                   |
| Bank charges, penalties & interest      | 6,575                  | 1,265                 |
| Insurance                               | 714                    | 680                   |
| Office, Postage & Printing Costs        | 33                     | 1,082                 |
| Accounting & Legal Fees                 | 488                    | 500                   |
| Wages & benefits                        | 5,278                  | 6,151                 |
| Other Expenses                          | 41                     | 15                    |
| <b>Total Expenses</b>                   | <u>19,029</u>          | <u>14,610</u>         |
| <b>NET INCOME (Loss) for the period</b> | <u><u>- 15,135</u></u> | <u><u>- 2,258</u></u> |

**Haviland Club Year-to-Date Comparative Income Statement**  
**(for the period October 01 - June 30)**

|                                         | <b>2026</b>       | <b>2025</b>         |
|-----------------------------------------|-------------------|---------------------|
| <b>REVENUES</b>                         |                   |                     |
| Food & Beverage                         | 47,241            | 45,098              |
| Membership                              | 26,905            | 31,696              |
| Entertainment                           | 6,243             | 12,663              |
| Rentals                                 | 46,910            | 53,881              |
| Apartment Rent                          | 4,185             | 3,053               |
| Draws & Raffles                         | 323               | 7,394               |
| Grants & Funding                        | 26,347            | -                   |
| Other Income                            | 3,262             | 10,610              |
|                                         | <u>161,414</u>    | <u>164,394</u>      |
| <br><b>Cost of Sales</b>                |                   |                     |
| Food & Beverage                         | 21,132            | 21,607              |
| Entertainment Costs                     | 7,531             | 11,137              |
| Raffle Payouts                          | -                 | -                   |
|                                         | <u>28,662</u>     | <u>32,744</u>       |
| <br><b>GROSS MARGIN</b>                 | <u>132,752</u>    | <u>131,650</u>      |
| <br><b>OPERATING EXPENSES</b>           |                   |                     |
| Cleaning costs                          | 8,792             | 8,222               |
| Utilities                               | 18,354            | 18,740              |
| Repair & maintenance                    | 7,613             | 5,219               |
| House Supplies                          | 4,912             | 4,048               |
| Property Tax                            | 8,708             | 8,590               |
| Advertising & Promotion                 | 2,590             | 2,175               |
| Bank charges, penalties & interest      | 15,942            | 8,403               |
| Insurance                               | 6,258             | 5,961               |
| Office, Postage and Printing Costs      | 750               | 2,207               |
| Accounting and Legal Fees               | 4,438             | 5,160               |
| Wages & benefits                        | 51,180            | 50,706              |
| Other Expenses (incl bad debts)         | 2,300             | 3,673               |
| <b>Total Expenses</b>                   | <u>131,835</u>    | <u>123,103</u>      |
| <b>NET INCOME (Loss) for the period</b> | <u><u>917</u></u> | <u><u>8,547</u></u> |

**HAVILAND CLUB**  
**SUFFOLK POND REPORT**  
**July 22, 2026**

The Pond Camp is in good condition.

Fishing has been slow so far, this is the situation in many other areas.

We had a successful Annual Lobster dinner in late May.

We are considering an open house if there seems to be Interest by members who may want to visit the facility.

K. Scott Stevens  
Pond Chair.