

ADOPTED by Council at its meeting held April 16, 2012 [M206-2012]

AA/

Windsor, Ontario, April 16, 2012

**REPORT NO. 75 of the  
SOCIAL DEVELOPMENT,  
HEALTH & CULTURE STANDING COMMITTEE**  
of its meeting held March 21, 2012

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**Present:** Councillor Al Maghnieh, Chair  
Councillor Alan Halberstadt  
Councillor Percy Hatfield  
Councillor Ed Sleiman

**Regrets:** Councillor Ron Jones

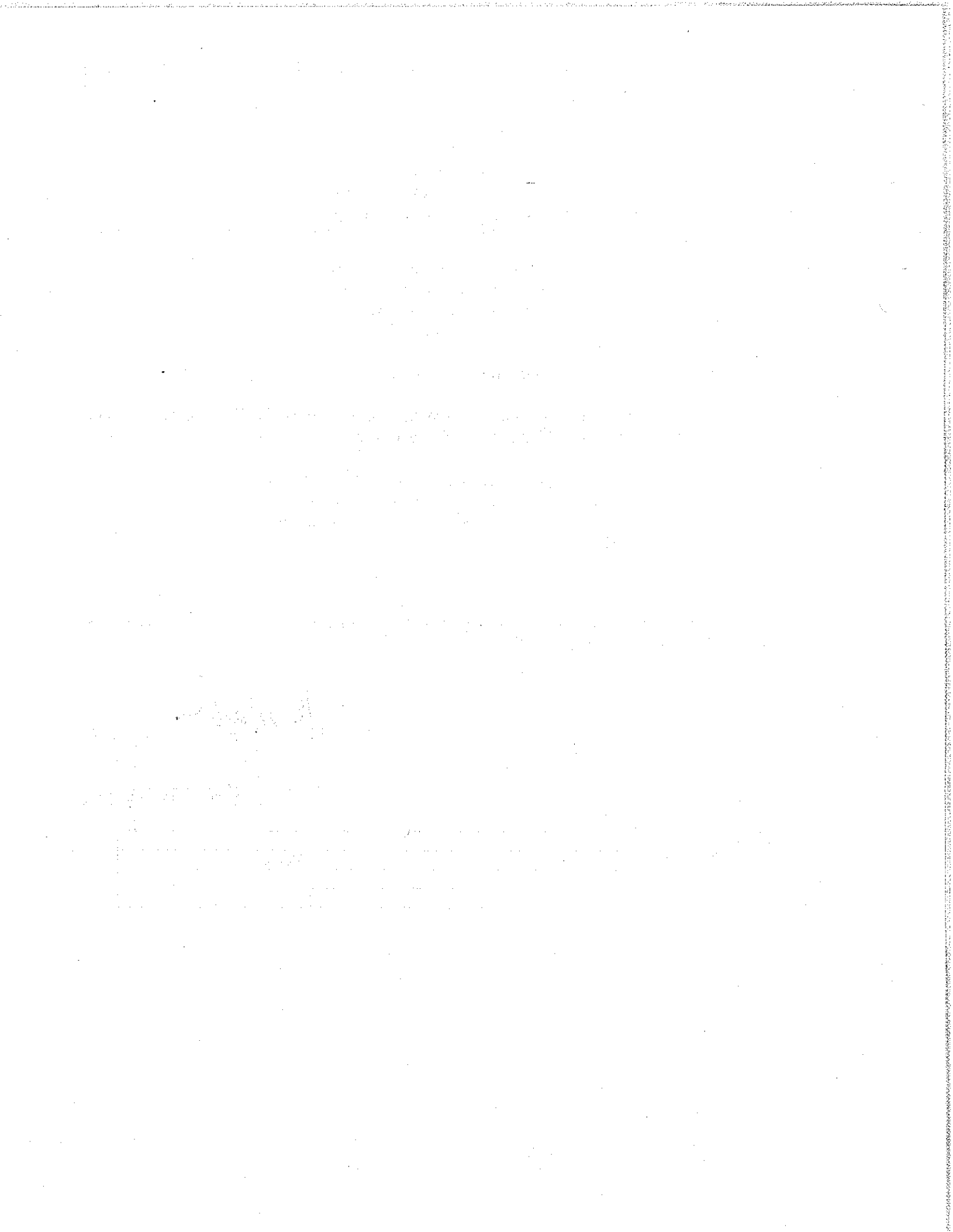
That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Sleiman, seconded by Councillor Hatfield,  
**THAT** the minutes of the Board of Directors, Willistead Manor Inc.  
meeting held December 15, 2011 **BE RECEIVED** for information.  
Carried.

*Clerk's Note:* The minutes of the Board of Directors, Willistead Manor Inc. meeting held December 15, 2011 are attached as background information.

  
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CHAIRPERSON  
  
\_\_\_\_\_  
DEPUTY CITY CLERK

NOTIFICATION:		
Name	Address	Email



AC  
December 15, 2011

A meeting of the Board of Directors, Willistead Manor Inc. is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, there being present the following members:

S. Marshall, Chairperson  
C. Gaudette  
L. Brown  
J. Evans  
M. J. Dettinger  
W. McCall  
E. Craig  
D. Sanborn

**Regrets:**

R. Gauthier  
A. Jahns  
Councillor A. Halberstadt (attending special meeting of City Council)  
D. Langstone  
R. Easterbrook  
B. Clinansmith

**Also in attendance are the following resource personnel:**

J. Mancina, Deputy Treasurer—Financial Accounting  
S. Bisson—Acting Manager of New Business Development and Community Facilities

**1. CALL TO ORDER**

\* The Chairperson calls the meeting to order at 4:30 o'clock p.m. and the Board considers the Agenda being Schedule "A" attached hereto, matters, which are dealt with as follows:

**2. BUSINESS ITEMS:**

An informal discussion was held on S. Marshall's presentation to the Executive Committee on November 28, 2011 including:

- The necessary requirements to restore and preserve the Manor were addressed including meeting code requirements.

- The restoration is estimated at \$2.4 million over a period of years. This type of project would have to follow the City's purchasing by-law guidelines.
- S. Marshall's presentation was featured on AM800, CBC and the Windsor Star
- The condition of the Manor and extent of repair has been documented by several qualified contractors.
- Several Councillors have expressed interest in preserving the Manor.
- Council was provided information on the funding of the Manor including, the Manor Club, facility rentals and special events. Executive Class Catering, The Real Estate Board, the Class Car shows, and the Friends of Willistead all being instrumental in raising funds for the Manor. The significant work and energy of Rotary Club of Windsor (1918) to continually raise funds for Art in the Park is valued to a great extent.

A number of suggestions were made by Board members to explore new fundraising options with oversight guidance from the City's legal department including:


1. Campaign for donor designated contributions from charitable trusts, insurance policy beneficiary, and wills and estate distributions.
2. Explore availability of federal historical funding/grant money opportunities.
3. Create a General Endowment or Trust Fund
4. Consider using professional fund raisers at a flat fee: or based on a percentage of funds raised.
5. Plan to raise an estimated \$2.4 million over a 5 year period for restoration and preservation
6. Solicit personal contacts for gift donations
7. Possible funding theme—"Share My Passion for the Building"
8. Joint Board fundraiser with Corcoran Gallery, Washington DC and the Art Gallery of Windsor to display Edward & Mary Walker's valuable painting collection.
9. Include Stephen Marshall's display of architectural drawings from Albert Kahn at the Mayor's Reception on January 29<sup>th</sup>, 2012; and at future fundraising events at the Manor.
10. Capital budget for 2012 is being prepared for March 2012. Start the 1<sup>st</sup> of stage of the Manor's restoration with a request for \$157k in 2012.
11. Plan a 2012 Spring Reception and Open House at Willistead.
12. Request a copy of the Endowment Policy from Pam Labute at the City. Potential assistance from Roger Skinner, lawyer, to help with the policy wording.
13. Accepted estate donations: china, sterling silver flat ware, furnishings, painting, etc., to receive a full value tax receipt.
14. There must be a sustainable, progressive year-to-year maintenance program supported by the City.
15. Elizabeth Craig to contact MPP Dwight Duncan to explore Provincial Funding for the Manor.


4. **DATE OF NEXT MEETING**

The next meeting will be held January 12, 2012. The next car show committee meeting will be held January 19, 2012.

5. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 5:30 o'clock p.m.

  
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CHAIRPERSON

  
\_\_\_\_\_  
EXECUTIVE SECRETARY

**AGENDA**

**Special Meeting Board of Directors, Willistead Manor Inc.**

held Thursday, December 15, 2011

at 4:30 o'clock p.m.

Willistead Manor Inc.

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1. **CALL TO ORDER**

2. **BUSINESS ITEMS**

- Update on Willistead Report to Executive Committee
- Update Mayor's Reception Guest List
- Discuss Fundraising initiatives

3. **DATE OF NEXT MEETING**

4. **ADJOURNMENT**