

**MEETING OF THE CORPORATE BOARD
OF THE MOST WORSHIPFUL GRAND LODGE
OF FREE AND ACCEPTED MASONS OF FLORIDA**

July 17, 2021

No. 4

A Meeting of the Corporate Board of Directors was called to order at 10:00 a.m. at Key West Lodge No. 64 in Key West, Florida, and via video conference on Microsoft Teams by M.: W.: Jeffrey S. Foster, Grand Master, Chairman, with the following members present:

M.: W.: Jeffrey S. Foster, Grand Master, Chairman
R.: W.: Robert J. Lambert, Deputy Grand Master
R.: W.: Glen B. Bishop, Senior Grand Warden
R.: W.: Donald W. Cowart, Junior Grand Warden
R.: W.: Rudin J. Boatright, Grand Treasurer
M.: W.: Thomas L. Turlington, Jr., P.G.M.
R.: W.: Haskell R. Vest, Jr., P.D.D.G.M.
M.: W.: Richard E. Lynn, P.G.M., Grand Secretary, Secretary to the Board

Also Present:

R.: W.: Stephen R. Gladstone, General Counsel	R.: W.: Gilbert Font, Jr., Dist. 28 D.I.
R.: W.: Jack W. Hampton, Jr., W.: Jr. Grand Deacon	R.: W.: William B. Dishman, Dist. 13 D.D.G.M.
R.: W.: Marvin A. Thiele, Dist. 11 D.D.G.M.	R.: W.: Kevin D. Smithwick, Dist. 17 D.D.G.M.
R.: W.: A. Gary Cavanaugh, P.D.D.G.M.	R.: W.: Chester A. King, P.D.D.G.M.
R.: W.: Anthony A. De Angelo, W.: Grand Historian	W.: Dana K. Oldenburg, P.M.
R.: W.: Dudley S. Minton, P.D.D.G.M.	R.: W.: Dwight A. Wilson, P.D.D.G.M.
R.: W.: Jeffrey W. Meister, Sr., P.D.D.G.M.	R.: W.: John Paniccia, P.D.D.G.M.
R.: W.: Kenneth E. Shaw, P.D.D.G.M.	R.: W.: J. Paul Stellrecht, P.D.D.G.M.
R.: W.: Lawrence A. Williamson, P.D.D.G.M.	Brother Michael R. Pender, Jr.
R.: W.: Robert W. Estell, Jr., P.D.D.G.M.	R.: W.: Oscar Patterson, III, P.D.D.G.M.
R.: W.: Tali Atala, P.D.D.G.M.	W.: Harry P. Shepell, P.M.
Brother R. J. Meguiar	R.: W.: Ernest W. Catsulis, Jr., P.D.D.G.M.

The Pledge of Allegiance to the American Flag was led by M.: W.: Jeffrey S. Foster, Grand Master, and prayer was offered by R.: W.: Robert J. Lambert, Deputy Grand Master. The Grand Master introduced the members of the Board and others present.

A motion was made by R.: W.: Robert J. Lambert, Deputy Grand Master, and seconded by R.: W.: Glen B. Bishop, Senior Grand Warden, to approve the Minutes of Corporate Board Meeting No. 2 of June 26, 2021, and Poll No. 3 of July 13, 2021. Motion carried.

MASONIC HOME ADMINISTRATOR'S REPORT – MAY

- Our community is continuing to slowly and safely re-open following the COVID-19 pandemic. After 4 months without a positive case, a Masonic Home employee tested positive last week which has caused us to re-implement additional safeguards to protect residents and staff. We are continuing to monitor increasing positivity rates in Pinellas County and taking the necessary precautions. Family members may continue visits per policies and procedures and recommended guidelines.
- In order to improve employee recruitment and retention during this period of extreme competition for dedicated and experienced healthcare professionals, which also helps to provide continuity of care and services for the residents, market research has been conducted to ensure the Masonic Home is offering competitive wages with adjustments made as needed and within budgetary parameters. Our staff is very appreciative of this action.

LONG RANGE PLANNING COMMITTEE REPORT – JULY

The meeting of the Long Range Planning Committee was held by various phone conversations with Director Robertson, committee members, and emails. Listed below is a summary of what was discussed:

1. Director Robertson is still working on quotes for the dining room and laundry roofs and will follow up. We would like to move forward with the laundry roof as it is more critical at this time than the dining room roof. He has several quotes and we will discuss this at the upcoming workshop.
2. The new phone system cables have been installed by Stratus Telecom to each work station. Alpha Business Communications is still working out details for phone extensions, fax machines, staff locations, etc., and phone installation in the coming weeks.
3. We are still waiting for confirmation from NorthStar Property Management on the issues at the apartments with regard to previous mold problems. Director Robertson is in contact with them for facility coordination.
4. Director Robertson is still working on securing companies to review the chillers/cooling towers replacement and redesign project for future discussion and planning to enhance our long term needs. We have one proposed design from Tudi Mechanical. This will be further discussed in our workshop.
5. Director Robertson is still securing quotes for a fan replacement on the kitchen roof as the fresh air fan unit serving the cooking hoods is failing and requires continued maintenance. We hope to have quotes by our next workshop.
6. Director Robertson will continue reaching out for quotes soon for the replacement of the AHU #9 on the 3rd floor like the AHU #10 as we have received one quote from CES Mechanical for \$57,900.
7. AHU #14 is on our schedule for future replacement, but recently the motor went out so we had to replace it in an emergency as it serves the dining room area. Director Robertson will be securing quotes for this AHU in the future.
8. The following items at the Home have been replaced for general maintenance in the last month:
 - a) Replaced 10 HP motor and fan sheave in AHU #14 after a bearing failure. This motor was 29 years old.
 - b) The lobby elevator motor single phased and caused a short due in part to loss of power. The motor is on order and we are awaiting Right Way Elevator to make the repair.
 - c) The pot sink disposal H2O valve and solenoid are defective and will be replaced when the parts arrive.
 - d) Replaced pressure switch on the electric steamer in the kitchen after failure.
 - e) Replaced two heating elements on the steam table bins servicing the dining room hot food line.
 - f) Replaced defective motor starter and relay serving AHU #12 on the second floor of the Nursing Center.
 - g) Received reports on the savings from Mirabito Gas for the month.
9. The Long Range Planning Committee will discuss the budget in the upcoming workshop as many proposed projects seem to be mounting up.

Nothing further was discussed and brought up for review at this time and our discussions were concluded until next month. This report was approved at the Board of Trustees Meeting on July 17, 2021. Our next meeting will be our workshop on July 24, 2021, at Northside Lodge No. 283 in St. Petersburg.

OPERATIONS COMMITTEE REPORT – JULY

- A. Community restrictions remain in place due to COVID-19.
- B. Marketing:
 - i. Total of 72 residents; of which 25 are Private Pay with 11 non-Masonic, with 43 SNF and 29 ALF from the census breakdown report.
 - ii. Limited tours for visitors and guests are allowed to visit.
 - iii. BrandMETTLE marketing is moving forward and a workshop is conducted weekly.
- C. Follow-up with Greystone continues during our workshop.
- D. Discussion on renovations and “Consulting Services” continues during the workshop.
- E. Other:

- i. Job Positions – A task force has been formed for the position of Administrator and Assistant Administrator.
- ii. Job Positions – The hiring of a Director of Development is placed on hold.
- iii. Study of the MHF Separation – planning continues during our workshop.

R.:W.: Robert J. Lambert, Deputy Grand Master, moved for acceptance of the Administrator’s Report, Long Range Planning Committee Report, and the Operations Committee Report for July as printed and distributed. Second was made by R.:W.: Glen B. Bishop, Senior Grand Warden, and the motion carried.

ADMISSIONS COMMITTEE REPORT – JULY

During the month of July, one application was received for review by the Admissions Committee for admission to the Masonic Home. The following application was approved for admission to the Masonic Home of Florida: Dallas Adkins, sponsored by Tampa Bay Lodge No. 252.

There were no applications received by the committee requesting Non-Resident Relief or Emergency Relief and no Non-Resident Relief Funds were distributed in June of 2021.

R.:W.: Glen B. Bishop, Senior Grand Warden, moved for acceptance of the Admissions Committee Report for the month of July as printed and distributed and the motion was seconded by R.:W.: Donald W. Cowart, Junior Grand Warden. Motion carried.

**MASONIC HOME APPLICATIONS APPROVED
BOARD OF TRUSTEES MEETING – JUNE**

During the month of June, there were no Masonic Home Applications approved for admission to the Masonic Home by the Board of Trustees.

NON-RESIDENT RELIEF REPORT – JUNE

During the month of June, no Non-Resident Relief Funds were distributed.

R.:W.: Donald W. Cowart, Junior Grand Warden, moved for the adoption of the Masonic Home Applications Approved by the Board of Trustees Report for the month of June, and the Non-Resident Relief Report for the month of June. Second was made by R.:W.: Haskell R. Vest, Jr., P.D.D.G.M., and the motion carried.

NEW ACCOUNT NUMBERS FOR THE MONTH OF JUNE

During the month of June, the following new General Ledger Account Numbers were created:

ACCOUNT NO.	NAME:	ACCOUNT TYPE:
060 00-00 24790.001	Adkins, Dallas (Cash)	Liability
060 00-00 24791.001	Diekmann, Richard (Cash)	Liability
060 00-00 26292.008	Canon, Jeff (Private Pay)	Liability

R.:W.: Haskell R. Vest, Jr., P.D.D.G.M., moved for the adoption of the New Account Numbers Report for the month of June. Second was made by M.:W.: Thomas L. Turlington, P.G.M., and the motion carried.

**CREDIT APPLICATIONS REPORT
GRAND LODGE AND MASONIC HOME OF FLORIDA FOR JUNE**

During the month of June, there were no credit applications received and processed for the Masonic Home or the Grand Lodge Office.

M.:W.: Thomas L. Turlington, Jr., P.G.M., made a motion for the adoption of the Credit Applications Report for the month of June which was seconded by R.:W.: Rudin J. Boatright, Grand Treasurer. Motion carried.

LIST OF ESTATE ACTIVITY FOR JUNE

The Board then reviewed the List of Estate Activity for June. R.:W.: Rudin J. Boatright, Grand Treasurer, moved for acceptance of the report for the month of June as printed and distributed. Second was made by R.:W.: Robert J. Lambert, Deputy Grand Master, and the motion carried.

FUNDS RECEIVED FOR THE MASONIC HOME ENDOWMENT FUND, INC. FUNDS AVAILABLE FOR THE MASONIC HOME BUILDING FUND

The Board reviewed the funds received from estates and wills through the month of June for the Masonic Home Endowment Fund, Inc. (\$331,337.66). The Board then reviewed the funds available for the Masonic Home Building Fund (\$571,829.85).

R.:W.: Robert J. Lambert, Deputy Grand Master, made a motion for acceptance of the reports for the month of June which was seconded by R.:W.: Glen B. Bishop, Senior Grand Warden, and the motion carried.

MASONIC RELIEF FUND REPORT – JUNE

During the month of June, no funds were received and deposited into the Masonic Relief Fund.

R.:W.: Glen B. Bishop, Senior Grand Warden, made a motion for acceptance of the report for June as printed and distributed. Second was made by R.:W.: Donald W. Cowart, Junior Grand Warden, and the motion carried.

MASONIC HOME BUDGET REPORT – JUNE

We report that we are currently 4.25% favorable to the budget (\$348.3k) for the fiscal year before any contingency is used and after amortizing for the insurance premiums already paid.

R.:W.: Glen B. Bishop, Senior Grand Warden, made a motion for acceptance of the Masonic Home Budget Report for June as printed and distributed which was seconded by R.:W.: Donald W. Cowart, Junior Grand Warden, and the motion carried.

REPORT OF THE GENERAL COUNSEL

I. CONTRACT REVIEW/GRAND LODGE:

General Counsel has not been requested to review any documentation for the Grand Lodge Office in the past month.

II. ESTATES:

General Counsel continues to review files relating to open estates and/or trusts naming The Grand Lodge of Florida, the Masonic Home and/or the Masonic Home Endowment Fund, Inc., as beneficiaries.

III. LITIGATION:

Nothing pending.

IV. PROPERTIES:

General Counsel is expecting the finalization of the DeFrenn property quiet title action.

V. MASONIC HOME:

General Counsel has reviewed several contracts relative to the renovation of the Masonic Home and has further discussed documentation to be prepared by legal counsel as set forth in the most recent legislation adopted by the Craft. General Counsel continues to work with the Admissions Committee, including the undertaking of title and asset searches for incoming residents as well as the preparation of their Wills, Durable Power of Attorneys, and Spousal Waivers, if applicable.

R.: W.: Donald W. Cowart, Junior Grand Warden, moved to accept the Report of the General Counsel as presented by R.: W.: Stephen R. Gladstone. Second was made by R.: W.: Haskell R. Vest, Jr., P.D.D.G.M., and the motion carried.

LIST OF PROPERTY ACTIVITY BY COUNTY – JUNE

After a review of the List of Property Activity by County for the month of June, R.: W.: Haskell R. Vest, Jr., P.D.D.G.M., moved for the adoption of the report as printed and distributed. Second was made by M.: W.: Thomas L. Turlington, Jr., P.G.M., and the motion carried.

R.: W.: Robert J. Lambert, Deputy Grand Master, made a motion to approve the Engagement Letter with the Masonic Home for Trenam Law; the Professional Service Agreements with Colliers Valuation & Advisory Services for the Masonic Home; and the Engagement Letter with the Masonic Home for Greystone. R.: W.: Glen B. Bishop, Senior Grand Warden, seconded the motion which carried. At the request of the Board of Trustees of the Masonic Home, the Engagement Letter with Greystone will be put on hold until further notice.

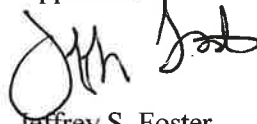
There being no further business to come before the Corporate Board the meeting was closed at 10:15 a.m. Benediction was then offered by R.: W.: Glen B. Bishop, Senior Grand Warden.

Respectfully submitted:



Richard E. Lynn, P.G.M., Grand Secretary
Secretary to the Board

Approved:



Jeffrey S. Foster
Grand Master