

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

December 18, 2021

No. 12

A Meeting of the Corporate Board of Directors was called to order at 10:01 a.m. at the Rosen Plaza Hotel in Orlando, 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.: Tali Atala, P.D.D.G.M.
R.: W.: Gary J. Gamache, Sr., P.D.D.G.M.	R.: W.: Francisco Moc, D.D.G.M. Dist. 28
R.: W.: Anthony A. De Angelo, W.: Grand Historian	R.: W.: Dwight A. Wilson, P.D.D.G.M.
R.: W.: Chester A. King, P.D.D.G.M.	R.: W.: Kenneth E. Shaw, P.D.D.G.M.
R.: W.: Michael S. Griffin, P.D.D.G.M.	W.: Charles A. Dyer, P.M.
W.: Julian M. Mackenzie, P.M.	R.: W.: J. Paul Stellrecht, P.D.D.G.M.
R.: W.: Robert W. Estell, 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. 11 of November 20, 2021. Motion carried.

**MASONIC HOME ADMINISTRATOR'S REPORT – DECEMBER**

- COVID-19 Update: the residents and staff are doing well, there have been no new cases of COVID-19 in the past couple of months, and vaccine booster shots have been provided. We are following all CDC, AHCA, and Florida Department of Health recommended guidelines regarding screening, testing, infection control, visitation, etc., to ensure resident and staff safety.
- A contract with Rise Senior Living (a provider of physical, occupational, and speech therapy) has been sent to Attorney Stephen R. Gladstone for his review. This company will provide therapy services in conjunction with resident Medicare benefits and is currently successfully providing service to other Masonic affiliated senior living communities in the country.
- We are seeing information inquiries regarding future admissions, fraternal and Private Pay, which are beginning to increase resulting in more interest and tours. The launch of the new Masonic Home website is helping potential admission applicants and their families obtain more information.
- We would like to thank all the Lodges and Districts who provided wonderful holiday gifts for the residents and although modified due to COVID-19 precautions, continuing these valued traditions.

## **LONG RANGE PLANNING COMMITTEE REPORT – DECEMBER**

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. Repairs have been made on the dining room and laundry roofs and will follow up after the first of the year with seeking quotes for replacement.
2. We have put a hold on the chiller and cooling tower replacement proposals from two companies and will revisit after the first of the year. After confirmation on securing a positive direction with the ALF renovation we will look at revisiting this scope of work by incorporating it into the design package and adjust the budget as needed.
3. We have only received two quotes to date for the kitchen exhaust fan replacement and it is becoming more of an issue and will revisit with Harper Mechanical next week to see if we can reach an agreement on price and scope of work or go seek another contractor quote.
4. Harper Mechanical is moving forward with the build on AHU #9 and should have it here for installation by January of 2022.
5. AHU #14 is on our schedule for future replacement. We will continue seeking quotes for this AHU after the first of the year.
6. N & W Painting Corporation is still working on the apartment building and hopes to be completed by the first of the year.
7. The fire pump that failed a test during an inspection is still up and working but Director Robertson will continue to search for a company to investigate and do repairs.
8. After our meeting and walkthrough on 12/4/2021 we received three owner's representative firms but are still waiting on pricing from them; and based on their percentage base concept it may not be our best approach. One suggestion of the Long Range Planning Committee is the possibility of hiring direct as an employee to the Home a Project Manager or Superintendent with a construction background to assist with the overall project from preconstruction, construction, and closeout in lieu of a management consultant. We are still reaching out to Design Build Contractors and Architectural firms to continue the process for the ALF renovation.
9. The following items at the Home have been replaced for general maintenance in the last month:
  - a) Replaced smoke detector and heat detector in laundry dryer room after alarm condition. Devices did not reset.
  - b) Replaced the fire pump flow meter (Gerand) on the bypass loop in the fire pump room. An attempt was made to rebuild the meter and have it recalibrated, but the meter was too old and there were no parts available.
  - c) Repaired Robocoupe food processor lid and safety switch in main kitchen.
  - d) Replaced Taco recirculating pump bearings and bracket assembly for domestic hot water.

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 December 18, 2021.

## **OPERATIONS COMMITTEE REPORT – DECEMBER**

- A. Community restrictions remain in place due to COVID-19.
- B. Marketing:
  - i. Total of 68 residents; of which 25 are Private Pay with 13 non-Masonic, with 42 SNF and 26 ALF from the census breakdown report.
  - ii. Limited tours for visitors and guests are allowed to visit.
  - iii. BrandMETTLE is moving forward. A workshop is conducted weekly. BrandMETTLE has now rolled out the final phases of our Facebook and Google campaigns and Maryanne at the Masonic Home reports that we have begun to receive inquiries and potential Private Pay residents. Full detail/metrics are available for review. R.: W.: Michael S. Griffin distributed a stewardship report from BrandMETTLE and provided additional information.
- C. Follow-up with Greystone continues during our workshop.
- D. Discussion on renovations and consulting services continues during the workshop.

E. Other: Job Positions: Administrator – A task force has been formed and \*search for an Administrator has been conducted through Indeed and Leading Age Florida (an association representing senior living facilities throughout Florida). Current applicants are not qualified and/or licensed. \*The Chairman of the Board of Trustees contacted MedBest which is an Executive Search company in only the senior living industry who was recommended by a member of the Board of Trustees. \*The search committee met on Monday, November 22<sup>nd</sup> and discussed MedBest's and further recommended using their expertise in locating an Administrator.

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

#### **ADMISSIONS COMMITTEE REPORT – DECEMBER**

During the month of December, two applications were received for review and approved by the Admissions Committee for admission to the Masonic Home: John Cotton, sponsored by Cornerstone Lodge No. 416 and Ava Cotton, sponsored by Cornerstone Lodge No. 416.

The Admissions Committee is recommending the extension for Non-Resident Relief in the amount of \$1,400.00 for a term of three months. No applications were received for Non-Resident Relief or Emergency Relief and \$1,400.00 was distributed for Non-Resident Relief Funds in November of 2021.

R.:W.: Glen B. Bishop, Senior Grand Warden, moved for acceptance of the Admissions Committee Report for the month of December 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 – NOVEMBER**

During the month of November, the following application was approved by the Board of Trustees for admission to the Masonic Home: Frederick Piasecki, sponsored by R.T. Schafer Lodge No. 350.

#### **NON-RESIDENT RELIEF REPORT – NOVEMBER**

During the month of November, Non-Resident Relief Funds in the amount of \$1,400.00 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 November, and the Non-Resident Relief Report for the month of November. 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 NOVEMBER**

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

ACCOUNT NO.	NAME:	ACCOUNT TYPE:
060 00-00 26296.008	Lance, Helga (Private Pay)	Liability
060 00-00 26297.008	Lawrence, Carla (Private Pay)	Liability
060 00-00 26298.008	Maxwell, Mary (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 November. Second was made by M.:W.: Thomas L. Turlington, Jr., P.G.M., and the motion carried.

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

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

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

**LIST OF ESTATE ACTIVITY FOR NOVEMBER**

The Board then reviewed the List of Estate Activity for November. R.:W.: Rudin J. Boatright, Grand Treasurer, moved for acceptance of the report for the month of November 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 November for the Masonic Home Endowment Fund, Inc. (\$465,751.69). The Board then reviewed the funds available for the Masonic Home Building Fund (\$566,379.85).

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

**MASONIC RELIEF FUND REPORT – NOVEMBER**

During the month of November, 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 November as printed and distributed. Second was made by R.:W.: Donald W. Cowart, Junior Grand Warden, and the motion carried.

**MASONIC HOME BUDGET REPORT – NOVEMBER**

We report that we are currently 6.0% favorable to the budget (\$493k) for the fiscal year before any contingency is used, after amortizing for the insurance premiums already paid, and adjusting for the timing of maintenance.

R.:W.: Glen B. Bishop, Senior Grand Warden, made a motion for acceptance of the Masonic Home Budget Report for November 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 from the Grand Lodge Office with the exception of the estate work as further referenced.

**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. An annual review of all open files was undertaken with the assistance of BeBe Bryan-Hill at the Grand Lodge Office.

### III. LITIGATION:

One of the owner tenants at the Residences of the Coffee Pot Bayou has instituted a small claims action for additional expenses related to her vacating the property. The matter has been turned over to the management company as well as Brother Bruce Marger, who I believe responded to a demand letter months ago on behalf of the management company.

### IV. PROPERTIES:

The disposition of the proceeds from the Joan Rheaum Estate continues and we continue to await the resolution of the DeFrenn Property.

### V. MASONIC HOME:

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 requisite documentation upon admission.

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 as corrected. 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 – NOVEMBER

After a review of the List of Property Activity by County for the month of November, 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.

### REPORT OF THE PROPERTIES COMMITTEE

1. **Zone 1 Properties Committee Chairman W.: Kenneth E. Thorndyke**  
**The Blocker Property, a lot at 0000 Longhorn Trail, Gulf Breeze, FL**  
The property is vacant land located in a wetlands area at the south end of the county and is unusable and has no resale value.
2. **Zone 2 Properties Committee Chairman R.: W.: Robert L. Gentry**  
**The Crofton Property at Davis Street, Quincy, FL 32351**  
The property is vacant land and we have posted a FOR SALE BY OWNER sign.
3. **Zone 3 Properties Committee Chairman Brother Nick D. Deonas**  
**Vacant Land, Starke, FL, owned by Masonic Charities of Florida, Inc.**  
The property is listed for \$599,900.
4. **Zone 4 Properties Committee Chairman R.: W.: Reed Rue**  
**The Dallas Adkins Property at 10616 Laburnum Drive, Port Richey, FL 34668**  
The property sold for \$139,900.
5. **Zone 6 Properties Committee Chairman W.: Jeffrey A. Tumbarello**  
**The DeFrenn Property at 13 Pinewood Blvd., Lehigh Acres, FL 33936**  
There is a title problem and General Counsel is working on the issue.

M.: W.: Thomas L. Turlington, Jr., P.G.M., made a motion to accept the Properties Committee Report as printed and distributed. R.: W.: Rudin J. Boatright, Grand Treasurer, seconded the motion which carried.

R.: W.: Rudin J. Boatright, Grand Treasurer, made a motion to approve the appointments of the Deputy Grand Master to the 2022 General Service Panel. R.: W.: Robert J. Lambert, Deputy Grand Master, seconded the motion which carried.

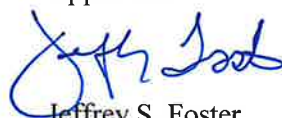
There being no further business to come before the Corporate Board the meeting was closed at 10:15 a.m. Benediction was then offered by R.: W.: Glen B. Bishop, Senior Grand Warden.

Respectfully submitted:



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

Approved:



Jeffrey S. Foster  
Grand Master

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES  
THE MASONIC HOME OF FLORIDA  
December 18, 2021**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, December 18, 2021, at 8:59 a.m. at the Rosen Plaza Hotel in Orlando, Florida, and via video conferencing on Microsoft Teams with the following members present:

**PRESENT:**

R.: W.: Chester A. King, Chairman  
R.: W.: Kenneth E. Shaw, Vice Chairman  
R.: W.: Michael S. Griffin, Secretary  
R.: W.: Glen L. Garner  
W.: Julian M. Mackenzie  
R.: W.: Ronald E. Peebles (via audio conference)  
R.: W.: Lawrence A. Williamson (via audio conference)

**ABSENT:**

R.: W.: R. James Rocha (Excused)  
R.: W.: Michael S. Binder (Excused)  
Brother Michael R. Pender, Jr. (Excused)

**ALSO PRESENT (in person or via video conference):** M.: W.: Jeffrey S. Foster, Grand Master; 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.: Richard E. Lynn, P.G.M., Grand Secretary; M.: W.: Thomas L. Turlington, Jr., P.G.M.; R.: W.: Haskell R. Vest, Jr., W.: Grand Marshal; R.: W.: Anthony A. De Angelo, W.: Grand Historian; R.: W.: Tali Atala, P.D.D.G.M.; R.: W.: J. Paul Stellrecht, P.D.D.G.M.; W.: Charles A. Dyer, P.M.; and Mrs. Lisa Tsotsos, Administrator of the Masonic Home of Florida.

**CALL TO ORDER:** R.: W.: Chester A. King, Chairman, called the meeting to order at 8:59 a.m. The Chairman welcomed all assembled and asked them to join in reciting the Pledge of Allegiance to the Flag of the United States of America and then gave the Invocation.

**INTRODUCTION OF BOARD OF TRUSTEES:** R.: W.: Chester A. King, Chairman, introduced the members of the Board of Trustees in attendance as listed above.

R.: W.: Kenneth E. Shaw made a motion that the Minutes from the last regular Board of Trustees Meeting held on Saturday, November 20, 2021, be approved as printed and distributed. Second was made by R.: W.: Michael S Griffin and the motion carried.

R.: W.: Chester A. King, Chairman, read the resignation letter from Mrs. Lisa Tsotsos, Administrator of the Masonic Home, which noted that she will remain as Administrator until March 31, 2022.

**ADMINISTRATOR'S BOARD REPORT:** Lisa Tsotsos reported that at our last regular Board Meeting we had 67 Residents in the Home. During the month of November, we had two admissions, one death, and no discharges bringing the total to 68. Of those, 22 are men and 46 are women.

**ADMITTED:**

Carla Lawrence, Private Pay non-Masonic  
Mary Maxwell, Private Pay non-Masonic

**ADMIT DATE:**

11/04/2021  
11/11/2021

**DECEASED:**

Paul Johnson, Private Pay non-Masonic  
Admitted: October 21, 2021

**DECEASED DATE:**

11/07/2021

With two admissions, the month of November ended with 26 Assisted Living and 42 Nursing Center for a total of 68 residents.

**MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:** See Long Range Planning Committee Report item number 9.

**DIETARY DEPARTMENT REPORT:** The total number of resident meals served for the month of November was 6,300 with all meals served to the residents. The Masonic Home collected \$0.00 toward meal cost. The raw food cost per meal was \$2.34.

**SECURITY DEPARTMENT REPORT:** There were no reportable incidents for the month of November. There were one resident ID badge and four new employee ID badges issued.

**HOUSEKEEPING/LAUNDRY DEPARTMENT REPORT:** No data will be available for this period due to facility restriction of vendors and visitors.

A motion was made by R.:W.: Kenneth E. Shaw and seconded by R.:W.: Glen L. Garner, that the Administrator's Report be accepted as presented. Motion carried.

**LONG RANGE PLANNING COMMITTEE REPORT:** 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. Repairs have been made on the dining room and laundry roofs and will follow up after the first of the year with seeking quotes for replacement.
2. We have put a hold on the chiller and cooling tower replacement proposals from two companies and will revisit after the first of the year. After confirmation on securing a positive direction with the ALF renovation we will look at revisiting this scope of work by incorporating it into the design package and adjust the budget as needed.
3. We have only received two quotes to date for the kitchen exhaust fan replacement and it is becoming more of an issue and will revisit with Harper Mechanical next week to see if we can reach an agreement on price and scope of work or go seek another contractor quote.
4. Harper Mechanical is moving forward with the build on AHU #9 and should have it here for installation by January of 2022.
5. AHU #14 is on our schedule for future replacement. We will continue seeking quotes for this AHU after the first of the year.
6. N & W Painting Corporation is still working on the apartment building and hopes to be completed by the first of the year.
7. The fire pump that failed a test during an inspection is still up and working but Director Robertson will continue to search for a company to investigate and do repairs.
8. After our meeting and walkthrough on 12/4/2021 we received three owner's representative firms but are still waiting on pricing from them; and based on their percentage base concept it may not be our best approach. One suggestion of the Long Range Planning Committee is the possibility of hiring direct as an employee to the Home a Project Manager or Superintendent with a construction background to assist with the overall project from preconstruction, construction, and closeout in lieu of a management consultant. We are still reaching out to Design Build Contractors and Architectural firms to continue the process for the ALF renovation.
9. The following items at the Home have been replaced for general maintenance in the last month:
  - a. Replaced smoke detector and heat detector in laundry dryer room after alarm condition. Devices did not reset.

- b. Replaced the fire pump flow meter (Gerand) on the bypass loop in the fire pump room. An attempt was made to rebuild the meter and have it recalibrated, but the meter was too old and there were no parts available.
- c. Repaired Robocoupe food processor lid and safety switch in main kitchen.
- d. Replaced Taco recirculating pump bearings and bracket assembly for domestic hot water.

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 December 18, 2021.

R.: W.: Lawrence A. Williamson presented the Long Range Planning Committee Report and moved for its adoption. Seconded was made by R.: W.: Glen L. Garner and the motion carried.

**LEGAL ADVISOR'S REPORT:** The total funds received during the month of November from Estates and Wills was \$3,015.02 which brings the year to date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$465,751.69. During the month of November there were no undesignated funds received for Estates and Wills and deposited into the Masonic Home Building Fund and the total year to date received is \$1,000.00.

R.: W.: Kenneth E. Shaw made a motion for the adoption of the Legal Advisor's Report as presented by R.: W.: Stephen R. Gladstone. Second was made by W.: Julian M. Mackenzie and the motion carried.

**ADMISSIONS COMMITTEE REPORT:** During the month of December, two applications were received for review and approved by the Admissions Committee for admission to the Masonic Home: John Cotton, sponsored by Cornerstone Lodge No. 416 and Ava Cotton, sponsored by Cornerstone Lodge No. 416.

The Admissions Committee is recommending the extension for Non-Resident Relief in the amount of \$1,400.00 for a term of three months. No applications were received for Non-Resident Relief or Emergency Relief and \$1,400.00 was distributed for Non-Resident Relief Funds in November of 2021.

R.: W.: Kenneth E. Shaw presented the Admissions Committee Report and moved for its adoption. Second was made by R.: W.: Michael S. Griffin and the motion carried.

#### **OPERATIONS COMMITTEE REPORT:**

A. Community restrictions remain in place due to COVID-19.

B. Marketing:

- i. Total of 68 residents; of which 25 are Private Pay with 13 non-Masonic, with 42 SNF and 26 ALF from the census breakdown report.
- ii. Limited tours for visitors and guests are allowed to visit.
- iii. BrandMETTLE is moving forward. A workshop is conducted weekly. BrandMETTLE has now rolled out the final phases of our Facebook and Google campaigns and Maryanne at the Masonic Home reports that we have begun to receive inquiries and potential Private Pay residents. Full detail/metrics are available for review. R.: W.: Michael S. Griffin distributed a stewardship report from BrandMETTLE and provided additional information.

C. Follow-up with Greystone continues during our workshop.

D. Discussion on renovations and consulting services continues during the workshop.

E. Other: Job Positions: Administrator – A task force has been formed and \*search for an Administrator has been conducted through Indeed and Leading Age Florida (an association representing senior living facilities throughout Florida). Current applicants are not qualified and/or licensed. \*The Chairman of the Board of Trustees contacted MedBest which is an Executive Search company in only the senior living industry who was recommended by a member of the Board of Trustees. \*The search committee met on Monday, November 22<sup>nd</sup> and discussed MedBest's and further recommended using their expertise in locating an Administrator.



R.:W.: Glen L. Garner presented the Operations Committee Report and then moved for its adoption. Second was made by R.:W.: Kenneth E. Shaw and the motion carried.

**BUDGET COMMITTEE REPORT:** We report that we are currently 6.0% favorable to the budget (\$493k) for the fiscal year before any contingency is used, after amortizing for the insurance premiums already paid, and adjusting for the timing of maintenance.

R.:W.: Kenneth E. Shaw made a motion to accept the Budget Committee Report as presented by R.:W.: Chester A. King in the absence of R.:W.: R. James Rocha. Second was made by W.: Julian M. Mackenzie and the motion carried.

**OLD BUSINESS:** None

**NEW BUSINESS:** R.:W.: Kenneth E. Shaw made a motion to formally retain the search firm, MedBest, to assist with filling the Administrator position. R.:W.: Michael S. Griffin seconded the motion which carried.

**ANNOUNCEMENTS:** Greystone has now added to the list of bidders for the Owner's Representative or Design Build contract for the upcoming ALF renovation. Current bidders therefore are now: Bakr Group, PURE Project Management, Greystone and Ratner Construction.

The next regular Board Meeting will be held on Saturday, January 15, 2022, via video conference on Microsoft Teams. Meanwhile, additional Masonic Home Board of Trustees Workshops are being considered.

R.:W.: Kenneth E. Shaw gave the Benediction and the meeting was adjourned at 9:49 a.m.

Respectfully submitted,

R.:W.: Chester A. King  
Chairman

R.:W.: Michael S. Griffin  
Secretary to the Board of Trustees

# The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida

JEFFREY S. FOSTER  
GRAND MASTER

1091 Three Forks Court  
St. Augustine, FL 32092-2414  
Mbl. (904) 814-3931  
Email: jeff.foster@grandlodgefl.com

## DIRECTIVE NO. 8

January 26, 2022

To: All Particular Lodges

Re: COVID-19 Contagion and Safety


This Directive is being issued in conjunction with Directive No. 5 and Directive No. 6 with reference to COVID-19.

In accordance with the new Center for Disease Control guidelines, I hereby ORDER and DIRECT the following:

- If you are fully vaccinated and exposed to the COVID-19 no quarantine is necessary, watch for symptoms, wear a mask around others, and get tested 5 days after exposure.
- If you were exposed and had COVID-19 within the past 90 days no quarantine is necessary, watch for symptoms, wear a mask around others, and take precautions.
- If you are not fully vaccinated and are exposed, quarantine for 5 days, wear a mask around others for 10 days, get tested after 5 days even if you do not develop symptoms.
- If you test positive (vaccinated or unvaccinated): Quarantine for 5 days, wear a mask around others for 10 days. You may end quarantine if you have been fever free for 24 hours without medication; if you were severely ill isolate for 10 days.

Take due notice and govern yourselves accordingly.

Fraternally,



Jeffrey S. Foster  
Grand Master

JSF/wj

Cc: Florida Directory

# The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida

JEFFREY S. FOSTER  
Grand Master

1091 Three Forks Court  
St. Augustine, FL 32092-2414  
Mbl. (904) 814-3931  
Email: jeff.foster@grandlodgefl.com

## EXECUTIVE ORDER NO. 5

January 31, 2022

To: All Particular Lodges

I, M.: W.: Jeffrey S. Foster, as Grand Master of Free and Accepted Masons of Florida, do hereby issue the following Executive Order:

WHEREAS, unless current exemption has otherwise been granted, Chapter 206, Florida Statutes, 1988, requires every organization claiming exemptions from taxation for real and personal property owned by it to file an application for exemption with the County Property Appraiser prior to March 1<sup>st</sup> of each year, said applicant to list and describe the property for which exemption is claimed, certifying its ownership and use, and other information as required by law; and

WHEREAS, failure to make such application between January 1 and March 1 of any year shall constitute a waiver of the exemption privilege for that particular year; and

WHEREAS, applicants requesting exemption are required to supply such fiscal and other records showing in reasonable detail the financial condition, record of operation, and exempt and non-exempt uses of the property where appropriate, for the immediately preceding year as might be requested by the County Property Appraiser or the Board of Tax Adjustments; and

WHEREAS, the Property Appraiser of each county may, but is not required to, provide a previously exempt organization with a receipt for automatic renewal of exemption each year, in which event it is unnecessary to make application for such exemption if that receipt covers the full exemption which the organization claims; and

WHEREAS, the failure to apply for such exemption or to have received a receipt as aforesaid and the resultant loss of such exemption will create financial hardships on the Particular Lodges.

NOW THEREFORE, I, M.: W.: Jeffrey S. Foster, Grand Master, do hereby ORDER AND DIRECT that the Worshipful Master and Secretary of each of the Particular Lodges and the Memorial Lodges within this Grand Jurisdiction owning real or personal property who have not received such a receipt, to obtain the necessary application for the exemption from the County



Property Appraiser of their particular County and make application for real and personal property tax exemption under the aforesaid Chapter 196, immediately, prior to the required date of the State of Florida, in accordance with Regulation 22.08, and failure of the Worshipful Master or Secretary to comply therewith shall subject them, and each of them, to Masonic discipline; and

FURTHER, I ORDER AND DIRECT that the District Deputy Grand Master and the Grand Secretary be notified of the date of filing such exemption as specified above, or the date on which such receipt was received, immediately, per Regulation 22.08.

DONE AND ORDERED at Jacksonville, Florida, this 31<sup>st</sup> day of January A.L. 6022, A.D. 2022.

  
\_\_\_\_\_  
Jeffrey S. Foster, Grand Master

  
\_\_\_\_\_  
Attest: Richard E. Lynn, P.G.M., Grand Secretary



# The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida

JEFFREY S. FOSTER  
GRAND MASTER

1091 Three Forks Court  
St. Augustine, FL 32092-2414  
Mbl. (904) 814-3931  
Email: foster904@gmail.com

## EXECUTIVE ORDER NO. 6

January 31, 2022

To: All Particular Lodges

I, M.: W.: Jeffrey S. Foster, as Grand Master of Free and Accepted Masons of Florida, do hereby issue the following Executive Order:

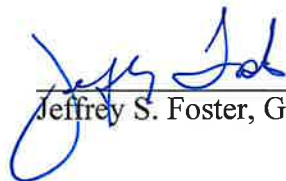
WHEREAS, the Constitution of the Grand Lodge provides for the Annual Communication of the Grand Lodge to be held within the State of Florida between the 1<sup>st</sup> of April and the 30<sup>th</sup> of June at the time and place to be appointed by the Grand Master by Executive Order; and

WHEREAS, it has been the custom in recent years to hold the Annual Communication in various geographical sections of the state where possible; and

WHEREAS, adequate facilities will be available in the City of Orlando, Florida, in the month of May.

THEREFORE, I, M.: W.: Jeffrey S. Foster, Grand Master, by virtue of the authority vested in me as Grand Master of Masons in Florida, do hereby ORDER AND DIRECT that the ONE HUNDRED AND NINETY-THIRD ANNUAL COMMUNICATION OF THE MOST WORSHIPFUL GRAND LODGE F. & A.M. OF FLORIDA is to be held at the Rosen Plaza Hotel in the City of Orlando on the last Monday in May, 2022, (May 30, 2022) and continue until all necessary business and transactions are completed.

DONE AND ORDERED at Jacksonville, Florida, this 31<sup>st</sup> day of January A.L. 6022, A.D. 2022.

  
Jeffrey S. Foster, Grand Master



Attest: Richard E. Lynn, P.G.M., Grand Secretary



# The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida

JEFFREY S. FOSTER  
GRAND MASTER

1091 Three Forks Court  
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Mbl. (904) 814-3931  
Email: foster904@gmail.com

## EXECUTIVE ORDER NO. 7

January 31, 2022

To: All Particular Lodges

Re: IRS – 990-N (Electronic Filing Requirement)

I, M.: W.: Jeffrey S. Foster, Grand Master of Free and Accepted Masons of the State of Florida, do hereby issue the following Executive Order:

WHEREAS, most of you have received the letter the IRS sent to each Particular Lodge notifying us of the Annual Electronic Filing Requirement for the 2021 Tax Year; and

WHEREAS, this filing requirement applies to **ALL LODGES** as follows:

**Form 990-N** – If an organization normally has gross receipts of \$50,000 or less, it **must submit** Form 990-N, Electronic Notice (e-Postcard). **The IRS WILL NOT accept a paper form for this filing.**

In order to file the **Form 990-N** you can log on to the IRS e-card website at <https://www.irs.gov/charities-non-profits/annual-electronic-filing-requirement-for-small-exempt-organizations-form-990-n-e-postcard> (Scroll down to “Ready to file?” and then click the link “Form 990-N Electronic Filing System (e-Postcard)”); and

**Form 990-EZ** – For tax years beginning in 2011, if an organization has **gross receipts** less than \$200,000 and **total assets** at the end of the tax year less than \$500,000, it can choose to file Form 990-EZ, Short Form Return of Organization Exempt Form Income Tax, instead of Form 990. (You would probably use the services of a CPA to file this form or the regular **Form 990**.) **For more information on instructions for filing the Form 990 log on to [www.irs.gov/instructions/i990/ch01.html](http://www.irs.gov/instructions/i990/ch01.html)**

WHEREAS, the **Grand Lodge Office must be notified of your filing** to ensure our Lodges maintain their 501(c)(10) status, you are **required** to send us a copy of the completed Form 990-N, Form 990-EZ, or Form 990, which your Lodge is required to file. Inasmuch as the Subordinate Lodges’ Federal Identification Numbers are listed under The Grand Lodge of Florida’s Tax Exemption we are responsible to assure that each Lodge files their form.

NOW THEREFORE, I, M.: W.: Jeffrey S. Foster, Grand Master, do hereby ORDER AND DIRECT the Worshipful Master and Secretary of each Particular Lodge, Memorial Lodge, and the Florida Lodge of Research to comply fully with the Internal Revenue Code of the United States and the Regulations of this Grand Lodge and file a United States Internal Revenue Service Form 990, Form 990-EZ, or 990-N (e-postcard) with the IRS on or before May 15, 2022, and to forward a copy thereof to the Grand Secretary at your earliest convenience.

DONE AND ORDERED at Jacksonville, Florida, this 31<sup>st</sup> day of January A.L. 6022, A.D. 2022.



Attest: Richard E. Lynn, P.G.M., Grand Secretary



Jeffrey S. Foster, Grand Master





# The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida

JEFFREY S. FOSTER  
GRAND MASTER

1091 Three Forks Court  
St. Augustine, FL 32092-2414  
Mbl. (904) 814-3931  
Email: jeff.foster@grandlodgefl.com

## PROCLAMATION

TO: THE WORSHIPFUL MASTERS, OFFICERS, AND MEMBERS OF ALL THE  
PARTICULAR LODGES OF THE GRAND JURISDICTION OF FLORIDA

The greatest source of assurance for the future of our American Way of Life is our youth, the citizens and leaders of tomorrow; and

It is up to us, as Masons, to meet the challenge of helping prepare them for the years ahead by devoting some of our time and talents in conveying to them a knowledge of the high ideals and ideas which we cherish and hold so dear; and

If there was ever a time in the history of our Fraternity or of our Country when Masonry should be in close contact with the youth that time is TODAY, for the youth of today are going to accept and follow some type of leadership.

THEREFORE, I DO NOW PROCLAIM AND DIRECT:

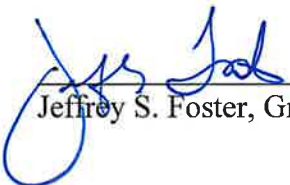
That the month of March 2022 be designated as "MASONIC YOUTH MONTH" for all Masons in Florida, and do request that each Particular Lodge participate in a special project of supporting all of our youth organizations in every way possible, with special programs, visitation to their meetings and affairs, and timely assistance with expressions of encouragement; and

Such activity should include support to all the youth groups in our respective communities; and

Brethren, you hold the torch for the hope of our future, let us keep the flame burning brightly to guide our youth in the right direction.

This Proclamation to be read at each Meeting of your Lodge through March.

Dated at Jacksonville, Florida, this 31<sup>st</sup> day of January A.L. 6022, A.D. 2022.

  
Jeffrey S. Foster, Grand Master

Attest:   
Richard E. Lynn, P.G.M., Grand Secretary



# *FLORIDA LODGE OF RESEARCH*

## *F. & A.M.*



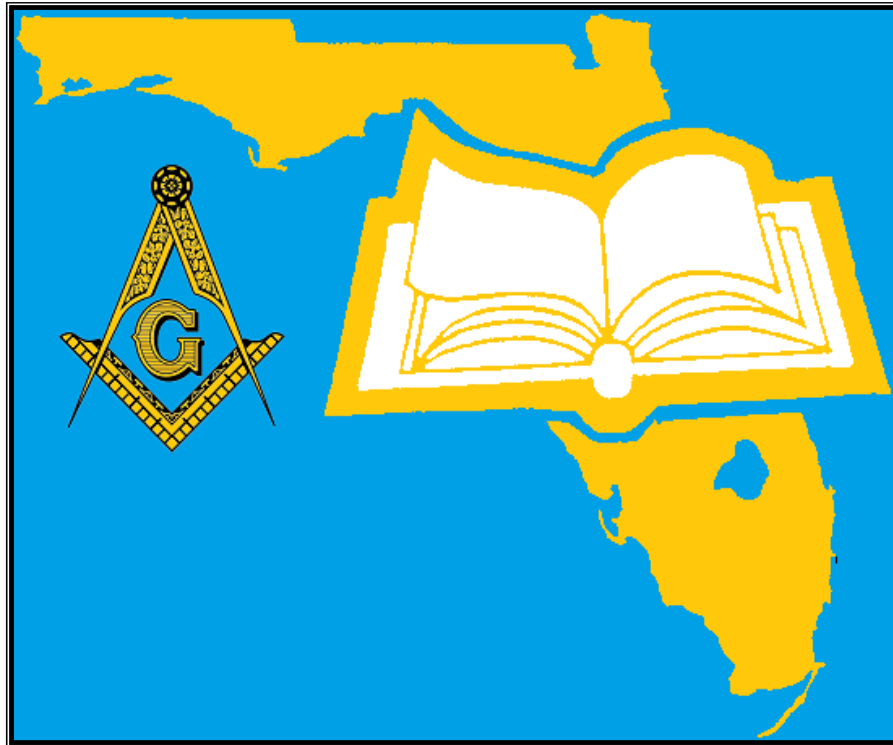
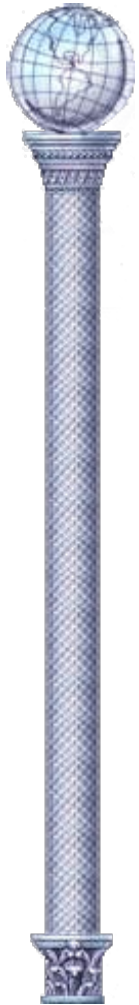
The next Communication of The Florida Lodge of Research, F. & A.M.  
will be held on Saturday March 19, 2022 At the Boynton Lodge No. 236  
Location: 2701 Quantum Blvd, BOYNTON BEACH, FL 33426

A Lunch will be served at Noon for a nominal donation, Please RSVP to Scott Schwartzberg Worshipful Master at [sschwartzberg@comcast.net](mailto:sschwartzberg@comcast.net) if you are going for lunch, they need an accurate head count for the supplying the meal.



# *FLORIDA LODGE OF RESEARCH*

## *F. & A.M.*



### **Meetings for the Year 2022**

Saturday March 19, 2022 1:00 pm - Boynton Lodge No. 236

Memorial Day meeting at Grand Lodge - May 30, 2022 at 6:30 pm

Saturday August 20, 2022 1:00 pm - Leesburg Lodge No 58

Saturday October 15, 2022 at 1:00 pm - Tuscan Lodge No 6

Saturday December 15, 2022 at 1:00 pm - Northside Lodge No. 283