

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES  
THE MASONIC HOME OF FLORIDA  
July 16, 2022**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, July 16, 2022, at 9:00 a.m. at Eola Lodge No. 207 in Orlando, Florida, and via video conference on Microsoft Teams with the following members present:

**PRESENT:**

R.: W.: Chester A. King, Chairman  
R.: W.: Michael S. Griffin, Vice Chairman and Secretary  
R.: W.: Glen L. Garner  
R.: W.: Michael S. Binder  
R.: W.: Julian M. Mackenzie  
Brother Michael R. Pender, Jr.  
R.: W.: R. James Rocha  
R.: W.: Kevin D. Smithwick

**ABSENT:** R.: W.: Lawrence A. Williamson (Excused)

**ALSO PRESENT:** M.: W.: Robert J. Lambert, Grand Master; R.: W.: Glen B. Bishop, Deputy Grand Master; R.: W.: Donald W. Cowart, Senior Grand Warden; R.: W.: Taleb T. Atala, Junior Grand Warden; M.: W.: Richard E. Lynn, P.G.M., Grand Secretary; R.: W.: Anthony A. De Angelo, W.: Grand Marshal; R.: W.: Jack W. Hampton, Jr., W.: Grand Historian; R.: W.: Antonio C. Chavez, W.: Grand Orator; R.: W.: Stephen R. Gladstone, General Counsel; R.: W.: John A. Kraniou, D.D.G.M. Dist. 6; R.: W.: Jorge L. Filgueira, D.D.G.M. Dist. 27; R.: W.: Haskell R. Vest, Jr., P.D.D.G.M.; R.: W.: Gary J. Gamache, Sr., P.D.D.G.M.; R.: W.: Rick Wendling, P.D.D.G.M.; R.: W.: Joseph M. Fleites, P.D.D.G.M.; R.: W.: J. Paul Stellrecht, P.D.D.G.M.; R.: H.: Juanito T. Agustin, D.I. Dist. 1; and Ms. Renee Verrier, Administrator of the Masonic Home of Florida.

**CALL TO ORDER:** R.: W.: Chester A. King, Chairman, called the meeting to order at 9:00 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. R.: W.: Glen L. Garner, 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.: R. James Rocha made a motion that the Minutes from the last regular Board of Trustees Meeting held on Saturday, June 18, 2022, be approved as printed and distributed. Second was made by R.: W.: Julian M. Mackenzie and the motion carried.

**ADMINISTRATOR'S BOARD REPORT:** Renee Verrier reported that at our last regular Board Meeting we had 69 Residents in the Home. During the month of June, we had one admission, two deaths, and no discharges bringing the total to 68. Of those, 25 are men and 43 are women.

**ADMITTED:**

Alonzo Fake, Private Pay (Non-Masonic)

**ADMIT DATE:**

6/13/2022

**DECEASED:**

Marjorie Ware, Private Pay (West Coast Lodge No. 409)

Admitted: November 9, 2020

Alonzo Fake, Private Pay (Non-Masonic)

Admitted: June 13, 2022

**DECEASED DATE:**

6/03/2022

6/15/2022

With one admission and two losses by death, the month of June ended with 29 Assisted Living and 39 Nursing Center for a total of 68 residents.

**MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:**

1. Main hydronic water filter and canister failed due to age and could not be repaired. A new filter basket was installed along with a new water meter.
2. Replaced cold water electronic inlet valve on electric steamer that was leaking.
3. There was ribbon cable trouble on the East Lochinvar boiler. Harper Mechanical made the repair.
4. Personal washing machine for residents on the second floor was not working due to age and was replaced with a new one.

**DIETARY DEPARTMENT REPORT:** The total number of resident meals served for the month of June was 8,000; 6,300 were served to residents and 1,700 meals were served to the employees. The Masonic Home collected \$0.00 toward meal cost. The raw food cost per meal was \$4.29.

**SECURITY DEPARTMENT REPORT:** There were no reportable incidents for the month of June. There were one resident ID badge and seven 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.

R.: W.: R. James Rocha made a motion to retain only the past three years of employee timecards, prior years to be sent to Grand Lodge and also to accept the Masonic Home security company contract renewal. R.: W.: Michael S. Binder seconded the motion which carried.

A motion was made by R.: W.: R. James Rocha and seconded by R.: W.: Glen L. Garner that the Administrator's Report be accepted as written and presented. Motion carried.

**LONG RANGE PLANNING COMMITTEE REPORT:** A Long Range Planning Committee Report was not presented in July.

**LEGAL ADVISOR'S REPORT:** The total funds received during the month of June from Estates and Wills was \$12,403.73, which brings the year to date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$838,035.02. During the month of June, there were no undesignated funds received for Estates and Wills and deposited into the Masonic Home Building Fund.

R.: W.: Glen L. Garner made a motion to accept the Legal Advisor's Report as presented by R.: W.: Stephen R. Gladstone. R.: W.: Michael S. Griffin seconded the motion which carried.

**ADMISSIONS COMMITTEE REPORT:** During the month of July, no applications were received for review by the Admissions Committee for admission to the Masonic Home.

1. During the month of July, one application was received for review by the Admissions Committee for admission to the Masonic Home. This application is still pending and under review for additional documentation and will be reviewed again in August 2022.
2. One application was received for Non-Resident Relief or Emergency Relief; and \$2,500 was distributed for Non-Resident Relief in July of 2022. A continued review of this application will occur every 15 days with a complete report back to the Admissions Committee every 30 days.
3. R.: W.: Glen L. Garner, Chairman of the Sub-Committee on Admissions and Relief has a PowerPoint presentation on Outreach, Non-Resident Assistance, Widows, etc. to present during the Board of Trustees workshop.

R.: W.: Glen L. Garner presented the Admissions Committee Report and moved for its adoption. R.: W.: Kevin D. Smithwick seconded the motion which carried.

**OPERATIONS COMMITTEE REPORT:**

- A. The facility continues to follow all state mandated guidelines related to COVID-19 for visitation and access to services. Community members are allowed to visit and enter the facility; the only restriction in place is related to large groups.
- B. Marketing:
  - a. June: Total of 68 residents; of which 24 are Private Pay with 9 non-Masonic, with 39 SNF and 29 ALF from the census breakdown report. Note: As of July 15<sup>th</sup> we have a total of 71 residents.
  - b. Tours and visitation are taking place daily.
  - c. BrandMETTLE marketing is only in place for upkeep of the website.
  - d. The facility is increasing social media presence and the Google rating through increased reviews by residents, families, and staff.
- C. Discussion on renovations continues during workshops with PURE Project Management.
- D. Other:
  - a. Staffing: New LPN rates are in place and assisting with recruitment, the facility has three full time and two part time nurse positions which remain open. There are five full time and four part time CNA positions open. The facility is still looking for a full time maintenance technician.

R.: W.: Julian M. Mackenzie presented the Operations Committee Report and moved for its adoption.

R.: W.: Glen L. Garner seconded the motion which carried.

**BUDGET COMMITTEE REPORT:** We report that we are currently 1.1% favorable to the budget (\$89.3k) after one month of the fiscal year before any contingency is used, after amortizing for the insurance premiums already paid, and adjusting for timing of maintenance.

R.: W.: R. James Rocha presented the Budget Committee Report and moved for its adoption. Second was made by R.: W.: Michael S. Binder, and the motion carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**ANNOUNCEMENTS:** A Workshop will be held later today (following the Corporate Board Meeting).

R.: W.: Chester A. King, Chairman, gave the Benediction and the meeting was adjourned at 9:42 a.m.

Respectfully submitted,

R.: W.: Chester A. King  
Chairman

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