

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

August 20, 2022

No. 7

A Meeting of the Corporate Board of Directors was called to order at 10:01 a.m. via video conference on Microsoft Teams, by M.: W.: Robert J. Lambert, Grand Master, Chairman, with the following members present:

M.: W.: Robert J. Lambert, Grand Master, Chairman
R.: W.: Glen B. Bishop, Deputy Grand Master
R.: W.: Donald W. Cowart, Senior Grand Warden
R.: W.: Taleb T. Atala, Junior Grand Warden
R.: W.: Rudin J. Boatright, Grand Treasurer
M.: W.: Jeffrey S. Foster, P.G.M.
R.: W.: Anthony A. De Angelo, 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.: Julian M. Mackenzie, D.D.G.M. Dist. 19
R.: W.: Michael S. Griffin, P.D.D.G.M.	Brother Michael R. Pender, Jr.
R.: W.: Rick Wendling, P.D.D.G.M.	R.: W.: Haskell R. Vest, Jr., P.D.D.G.M.
R.: W.: Jack W. Hampton, Jr., W.: Grand Historian	R.: W.: Chester A. King, P.D.D.G.M.
R.: W.: R. Patrick Jacob, D.D.G.M. Dist. 10	R.: W.: J. Paul Stellrecht, P.D.D.G.M.
R.: W.: Joseph M. Fleites, P.D.D.G.M.	R.: W.: Gary J. Gamache, Sr., P.D.D.G.M.
R.: W.: Lawrence A. Williamson, P.D.D.G.M.	R.: W.: Robert W. Estell, Jr., P.D.D.G.M.
R.: W.: Kevin D. Smithwick, P.D.D.G.M.	R.: W.: William B. Dishman, P.D.D.G.M.
R.: W.: Jorge L. Filgueira, D.D.G.M. Dist. 27	R.: W.: John A. Kraniou, D.D.G.M. Dist. 6
R.: W.: Mark D. Stewart, D.D.G.M. Dist. 24	R.: W.: Joshua W. Schutts, D.D.G.M. Dist. 2

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

A motion was made by R.: W.: Glen B. Bishop, Deputy Grand Master, and seconded by R.: W.: Donald W. Cowart, Senior Grand Warden, to approve the Minutes of Corporate Board Meeting No. 6 of July 16, 2022. Motion carried.

MASONIC HOME ADMINISTRATOR'S REPORT – AUGUST

- COVID-19 Update: The Home currently has no residents or staff out with COVID. County positivity remains in the high category at 17.2%. Our focus will remain the management of positive cases to the best of our ability for the safety of our residents and staff. Pending weekly testing outcomes, the Home will be taken off outbreak status with the county Department of Health on August 27, 2022.
- Renee Verrier reported a change in the Director of Activities. Lynsey Carlson has resigned effective August 31, 2022. The current Activities Coordinator, Ashley Treadway, will be promoted to the director position effective September 1, 2022.
- The biennial AHCA inspection for the ALF took place on August 8, 2022, with a deficiency free result. This included the limited nursing services survey as well.
- Hurricane Season Preparations: Although this season begins in June, historically the highest level of activity hits in late August to October. NOAA is expecting above normal hurricane season activity. Predictions are stating 14-20 named storms of which 6-10 will reach hurricane level status with 3-5 of these reaching the category of a major hurricane.
 - All emergency supplies have been reviewed and are ready for use.

- Renee Verrier toured Clearwater Lodge No. 127 to review the potential setup of an evacuation area and to meet with the Lodge Secretary.
- Emergency lighting equipment has been tested.
- In September, the Home will review a possible “POD” to be loaded with supplies and stored on site at Clearwater Lodge. This affords us the ability to focus on resident evacuation needs rather than transporting supplies should an evacuation be needed.
- First Lady Project Updates:
 - Putting greens are in and the Courtyard Project is completed.
 - The bathroom upgrade is 90% completed; the marble countertop installation began this week. Sinks and mirrors will be installed next week and will complete the project.
 - The Movie Theater Project (2020) is underway with the audio visual equipment beginning to arrive.
- The Social Media campaign (Facebook) is under way and being monitored for total engagement/reaction/comments and shares. The value of this is to target which type of postings are gaining the most views and shares; particularly as they relate to generating applicants for admission.

LONG RANGE PLANNING COMMITTEE REPORT – JULY & AUGUST

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. Discussion of potential Architects and Engineers was held and reviewed in our prior meetings for the ALF Renovation. We chose to meet with Baker Barrios Architects at our Workshop on July 9, 2022 and PURE Project Management will follow up with the scope and pricing proposals for architectural and engineering work for the future 2nd and 3rd Floor Renovation Project. Scope was defined and clarification was given to Baker Barrios Architect to proceed with revised pricing. We received the final proposal from Baker Barrios Architects dated July 15th on July 28, 2022, with several back-and-forth discussions for initial conceptual design of \$30,000 and full design architectural services at \$560,000. The Board will review and follow up at the next meeting.
2. Director Robertson and Chairman Williamson met with Harper Mechanical in July to discuss the chiller and cooling tower project since no other contractors have come forward to present bids, proposals, or follow-ups after repeated attempts to get contractors out. Harper will evaluate and provide design build engineering and drawings for a complete replacement of one chiller and cooling tower project by our August meeting. Our repair expenses over the last 6 months for the chiller system has only been \$26,493.03. A proposal for complete renovation services of one chiller, cooling tower, removal and replacement of piping, insulation, electrical, removal and replacement of awning roof, painting, roof work, control work, and other structural components was presented totaling \$1,329,532. The Long Range Planning Committee has reviewed the scope and has approved it to move forward with procurement of equipment as the lead times are 20-24 weeks, while the details and components of the project will be further reviewed to determine if any portions can be tweaked or eliminated. A formal contract when received will be submitted for legal review and signature.
3. Administrator Renee Verrier is proceeding with the TELS program as approved previously, which is a computer web-based software program to assist on scheduling, reports, and asset management. They are currently uploading data and information so it will conform to their operating use. Training of all personnel will start once everything is uploaded.
4. The apartment building suffered a roof drain failure, as a result, two units (206 & 106) have water damage. One unit was occupied and one unit was empty. Dry out services arrived right away and minimized the loss. The roof drain was temporarily repaired while the new drains were ordered. The apartment managers are getting a contractor to bid on the repair. On August 10, 2022, the insurance adjuster from Mills Mehr & Associates inspected the units and is communicating with the managers.
5. In August the apartments had two fire alarm/sprinkler inspections and passed both. We will be replacing exterior exit signs and adding fire department signage per recommendations by the Fire Marshal.
6. The annual survey by AHCA on the ALF revealed no deficiencies.
7. The air compressor pump for the pneumatic system for the mechanical equipment in the main mechanical room was repaired.

8. We are waiting on the shipment of a new Greenheck fan to replace the damaged fan installed by Harper Mechanical.
9. The courtyard part of the First Lady's Project is complete. The bathrooms are nearing completion after many setbacks. Tile, countertops, partitions, toilets/urinals are in. Some plumbing, electrical, and painting are left to complete.
10. After receiving a bad fuel sample test from our diesel fuel storage tank, we sent out two more samples to a different lab and both samples came back with satisfactory results. I can assume that the first test result was incorrect.
11. Director Robertson has confirmed they are ready for emergency preparedness for hurricane season and have provided a summary to the Board for review.
12. Failed Equipment Report is as follows for the month:
 1. Replaced bad thermistor and door switch on Cissell dryer #1 in laundry.
 2. After exercising on Monday morning, the life safety generator would not shut off after the ATS switch returned to normal power. TAW was called for the repair. A bad run circuit board was replaced. The part was overnighted for repair the next day.
 3. Replaced fan motor on fan coil unit in Room 232 R/C 2.
 4. Replaced leaking hydraulic pump on Nissan forklift. Repair was made by Ring Power.
 5. Replaced safety rod and switch on Blixer mixer in kitchen.
 6. The main air compressor was not producing air. A new compressor pump has been ordered and we are using a back-up compressor temporarily.
 7. The Ford wheelchair van was leaking power steering fluid from rack and pinion steering. Replaced entire rack and control arms per recommendations of the mechanic.

Chairman Williamson was unable to present a report in July but provided the information to the Chairman of the Board of Trustees for that meeting and this is a concise report of the two months of activities. This is the July and August combined report provided for approval.

OPERATIONS COMMITTEE REPORT – AUGUST

1. Visitors/community members continue to be screened upon entry as part of the COVID-19 protocols.
2. Marketing:
 - a. Tours of the Home are taking place with minimal restrictions.
 - b. BrandMETTLE marketing is only in place for upkeep of the website.
3. Labor Management:
 - a. There has been a 60% reduction in open positions for the past 3 months. Nursing overtime is 9% down from 13.6% in May. Agency expense was reduced by \$30k from April to July.
4. Other:
 - a. ALF Renovation – PURE Project Management and the design architect toured the Home in July to review the scope of the ALF Renovation Project.
5. July: total of 69 residents; of which 27 are Private Pay with 11 non-masonic; with 40 SNF and 29 ALF from the census breakdown report.

R.:W.: Glen B. Bishop, 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 August as presented at the Board of Trustees Meeting. Second was made by R.:W.: Donald W. Cowart, Senior Grand Warden, and the motion carried.

ADMISSIONS COMMITTEE REPORT – AUGUST

1. The Admissions Committee received no applications for review in the month of August.
2. One application is on hold for insurance information.
3. One application for Non-Resident Relief was denied and subject to re-evaluation if circumstances change.

R.: W.: Donald W. Cowart, Senior Grand Warden, moved for acceptance of the Admissions Committee Report for the month of August as printed and distributed and the motion was seconded by R.: W.: Taleb T. Atala, Junior Grand Warden. Motion carried.

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

During the month of July, there were no applications approved by the Board of Trustees for admission to the Masonic Home. We continue to have one application pending the receipt of additional information.

NON-RESIDENT RELIEF REPORT – JULY

During the month of July, Non-Resident Relief Funds in the amount of \$2,500 were distributed.

R.: W.: Taleb T. Atala, Junior Grand Warden, moved for the adoption of the Masonic Home Applications Approved by the Board of Trustees Report for the month of July, and the Non-Resident Relief Report for the month of July. Second was made by R.: W.: Anthony A. De Angelo, P.D.D.G.M., and the motion carried.

NEW ACCOUNT NUMBERS FOR THE MONTH OF JULY

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

ACCOUNT NO.	NAME:	ACCOUNT TYPE:
060 00-00 26308.008	Martinez, Vincent (Private Pay)	Liability
060 00-00 26309.008	Roy, Marjorie (Private Pay)	Liability
060 00-00 26310.008	Thomas, Nancy (Private Pay)	Liability
060 00-00 26311.008	Renard, John (Private Pay)	Liability

R.: W.: Anthony A. De Angelo, P.D.D.G.M., moved for the adoption of the New Account Numbers Report for the month of July. Second was made by M.: W.: Jeffrey S. Foster, P.G.M., and the motion carried.

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

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

M.: W.: Jeffrey S. Foster, P.G.M., made a motion for the adoption of the Credit Applications Report for the month of July which was seconded by R.: W.: Rudin J. Boatright, Grand Treasurer. Motion carried.

LIST OF ESTATE ACTIVITY FOR JULY

The Board then reviewed the List of Estate Activity for July. R.: W.: Rudin J. Boatright, Grand Treasurer, moved for acceptance of the report for the month of July as printed and distributed. Second was made by R.: W.: Glen B. Bishop, 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 July for the Masonic Home Endowment Fund, Inc. (\$897,955.40). The Board then reviewed the funds available for the Masonic Home Building Fund (\$566,399.85). During the month of July there were no undesignated funds received for Estates and Wills and deposited into the Masonic Home Building Fund.

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

MASONIC RELIEF FUND REPORT – JULY

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

R.: W.: Donald W. Cowart, Senior Grand Warden, made a motion for acceptance of the report for July as printed and distributed. Second was made by R.: W.: Taleb T. Atala, Junior Grand Warden, and the motion carried.

MASONIC HOME BUDGET REPORT – JULY

We report that we are currently .4% favorable to the budget (\$37.3k) after two months 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.: Donald W. Cowart, Senior Grand Warden, made a motion for acceptance of the Masonic Home Budget Report for July as printed and distributed which was seconded by R.: W.: Taleb T. Atala, 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 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.

III. PROPERTIES:

There is no additional report to be given at this time as all property matters are listed on the Properties Committee Report.

IV. 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. General Counsel has reviewed several agreements for our current Administrator.

R.: W.: Taleb T. Atala, 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.: Anthony A. De Angelo, P.D.D.G.M., and the motion carried.

LIST OF PROPERTY ACTIVITY BY COUNTY – JULY

After a review of the List of Property Activity by County for the month of July, R.: W.: Anthony A. De Angelo, P.D.D.G.M., moved for the adoption of the report as printed and distributed. Second was made by M.: W.: Jeffrey S. Foster, 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 Brother Robert J. Robertson**
The Gardener Property at 10044 Wellington Avenue, Dade City, FL 33525
 The property is a 1996 Mobile Home and is part of an estate and is not owned by The Grand Lodge of Florida and will be removed from this report next month.
5. **Zone 6 Properties Committee Chairman W.: Jeffrey A. Tumbarello**
The DeFrenn Property at 13 Pinewood Blvd., Lehigh Acres, FL 33936
 The property is listed for \$99,900 and the contract for \$120,000 did not go through.
6. **Catawaha County North Carolina**
The Anderson Property at 00 Sweet Bay Lane, Hickory, NC
 The property is listed for \$250,000 and we accepted an offer of \$225,000 and will close in September.

M.: W.: Jeffrey S. Foster, 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.

There being no further business to come before the Corporate Board the meeting was closed at 10:18 a.m. Benediction was then offered by R.: W.: Donald W. Cowart, Senior Grand Warden.

Respectfully submitted:



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

Approved:



Robert J. Lambert
 Grand Master

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September 7, 2022

No. 8

At the request of the Grand Master, a poll of the Corporate Board of Directors was taken for approval of the recommendation of the State Chairman of the Properties Committee to accept the cash offer of \$98,500.00 on the DeFrenn Property located at 13 Pinewood Boulevard, Lehigh Acres, FL, 33936. The approved contract on the previous offer of \$120,000.00 fell through. The members voted as follows:

M.: W.: Robert J. Lambert, Grand Master, Chairman	Yes
R.: W.: Glen B. Bishop, Deputy Grand Master	Yes
R.: W.: Donald W. Cowart, Senior Grand Warden	Yes
R.: W.: Taleb T. Atala, Junior Grand Warden	Yes
R.: W.: Rudin J. Boatright, Grand Treasurer	Yes
M.: W.: Jeffrey S. Foster, P.G.M.	Yes
R.: W.: Anthony A. De Angelo., P.D.D.G.M.	Yes

Respectfully submitted:



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

Approved:



Robert J. Lambert
Grand Master