

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES
THE MASONIC HOME OF FLORIDA
September 17, 2022**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, September 17, 2022, at 9:04 a.m. 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.: R. Patrick Jacob
R.: W.: Julian M. Mackenzie
Brother Michael R. Pender, Jr.
R.: W.: R. James Rocha
R.: W.: Kevin D. Smithwick

ABSENT:

R.: W.: Michael S. Binder
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; R.: W.: Rudin J. Boatright, Grand Treasurer; M.: W.: Richard E. Lynn, P.G.M., Grand Secretary; M.: W.: Jeffrey S. Foster, P.G.M.; R.: W.: Anthony A. De Angelo, W.: Grand Marshal; R.: W.: Jack W. Hampton, Jr., W.: Grand Historian; R.: W.: Stephen R. Gladstone, General Counsel; 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.: W.: William B. Dishman, P.D.D.G.M.; 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 9:04 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.: Chester A. King, Chairman, then gave the Invocation.

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

Brother Michael R. Pender, Jr., made a motion that the Minutes from the last regular Board of Trustees Meeting held on Saturday, August 20, 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 August, we had one admission, three deaths, and one discharge bringing the total to 66. Of those, 25 are men and 41 are women.

ADMITTED:

Mildred Glavin, Private Pay (Non-Masonic)

ADMIT DATE:

8/03/2022

DECEASED:

Yvonne Gaddy, sponsored by R.T. Schafer Lodge No. 350
Admitted: July 5, 2017

DECEASED DATE:

8/06/2022

Vincent Martinez, Private Pay (Non-Masonic) 8/06/2022
Admitted: July 14, 2022
Betty Johnson, sponsored by Bunnell Lodge No. 200 8/21/2022
Admitted: July 18, 2019

DISCHARGED:

John Renard, Private Pay (Madison Lodge No. 11)
Admitted: July 6, 2022

DISCHARGE DATE:

8/01/2022

With one admission, three losses by death, and one discharge the month of August ended with 29 Assisted Living and 37 Nursing Center for a total of 66 residents.

MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT: There was no failed equipment to report for the Masonic Home during the month of August.

DIETARY DEPARTMENT REPORT: The total number of resident meals served for the month of August 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 \$4.21.

SECURITY DEPARTMENT REPORT: There were no reportable incidents for the month of August. There were no resident ID badges and five 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.: Julian M. Mackenzie and seconded by R.: W.: R. James Rocha that the Administrator's Report be accepted as written. Motion carried.

LONG RANGE PLANNING COMMITTEE REPORT: A full written report will be submitted at a later date due to the absence of the Chairman of the Committee.

LEGAL ADVISOR'S REPORT: The total funds received during the month of August from Estates and Wills was \$5,720.43, which brings the year to date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$903,675.83. During the month of August, 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.: Kevin D. Smithwick seconded the motion which carried.

ADMISSIONS COMMITTEE REPORT:

1. One application has been approved by the Admissions Committee for admission to the Masonic Home. This application was pending and under review for additional documentation. The additional documentation was received and the admission into the Home took place on September 15, 2022.
2. One application has been received for Non-Resident or Emergency Relief. This is the same application for Non-Resident Relief which was previously approved over the past six months. Again, a review of this application with a complete report is being conducted by the Admissions Committee.
3. R.: W.: Glen Garner, Chairman of the Admissions Committee has a PowerPoint presentation available to the Corporate Board on the following: Out Reach, Non-Resident Assistance, Widows, etc.

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:

1. The Home continues to follow state and county COVID-19 guidelines for visitation and overall operations. Visits and tours are occurring daily and large groups have been scheduling their visits through the Administrator.
2. Marketing:
 - a. August: total of 66 residents; of which 26 are Private Pay with 11 non-masonic; with 37 SNF and 29 ALF from the census breakdown report.
 - b. BrandMETTLE marketing is only in place for upkeep of the website.
 - c. The center's team will be attending the Florida Senior Expo in October to generate awareness of the Home and what we have to offer.
 - d. Discussion on the renovation of the ALF continues during workshops with PURE Project Management.
3. Other: The new Activities Director is in place and a new Activities Coordinator has been hired.

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

R.: W.: Michael S. Griffin, seconded the motion which carried.

BUDGET COMMITTEE REPORT: We report that we are currently .5% favorable to the budget (\$38.2k) after five 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.: R. James Rocha presented the Budget Committee Report and moved for its adoption. Second was made by R.: W.: Glen L. Garner, and the motion carried.

OLD BUSINESS: R.: W.: Chester A. King provided an update as to ongoing research into options for the future of the Masonic Home.

NEW BUSINESS: None.

ANNOUNCEMENTS: A Board of Trustees Workshop is being planned for early October.

R.: W.: Chester A. King, Chairman, gave the Benediction and the meeting was adjourned at 9:35 a.m.

Respectfully submitted,

R.: W.: Chester A. King
Chairman

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