

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

November 12, 2022

No. 12

A Meeting of the Corporate Board of Directors was called to order at 10:42 a.m. at the Masonic Home of Florida and 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  
R.:W.: Anthony A. De Angelo, P.D.D.G.M.  
M.:W.: Jeffrey S. Foster, P.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.: Ben S. Schwartz, W.: Grand Pursuivant
R.:W.: Joseph M. Fleites, P.D.D.G.M.	R.:W.: Robert W. Estell, Jr., P.D.D.G.M.
R.:W.: Haskell R. Vest, Jr., P.D.D.G.M.	R.:W.: J. Paul Stellrecht, 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.: Jorge L. Filgueira, D.D.G.M. Dist. 27	R.:W.: R. Michael Hinson, P.D.D.G.M.
R.:W.: Jack W. Hampton, Jr., W.: Grand Historian	

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. 10 of October 15, 2022, and Poll No. 11 of October 25, 2022. Motion carried.

**MASONIC HOME ADMINISTRATOR’S REPORT – NOVEMBER**

- COVID-19 Update: The Home currently has no residents or staff positive for COVID-19. County positivity is now low. The Home is currently in outbreak status only with the local Department of Health. If all remains on track the Home will close its outbreak status on November 15<sup>th</sup>.
- We would like to express our sincere appreciation to the Masters and Wardens Association of Miami-Dade County for their generosity and dedication in hosting Christmas in October for the residents. The event included a beautiful display of amazing gifts for each resident and was a huge success. Board Members and volunteers arrived to spend the day celebrating with the residents with great fun and fellowship. We would also like to extend a special “Thank You” to R.:W.: Tali and lady Angie Atala for their exceptional effort and devotion to this program.
- A new contract from ShiftMed (nursing agency) was presented to the Legal Advisor for review and was approved on November 4, 2022.
- During the month of October, the Home completed a mandatory radon testing. All results were within acceptable ranges. This testing will need to be completed one additional time within the next five years to meet State of Florida requirements. Documentation of testing, including all results, have been placed in the CEMP binder.
- The Home will be starting two First Lady’s Projects in the next few weeks. One being the movie room, which is having a change in location and will now be located in the former Program Room across from the Activities Department. The second is a refurbishment of the first floor Nursing Center resident rooms and day room area.

- A revised Assistant Administrator job description was submitted for review. This position has been discussed during multiple Board Meetings and was previously included in the budget. This individual's role will include the development and oversight of the outreach program, external marketing of the Assisting Living and Nursing Center\*, act as a healthcare concierge between our ALF residents and their families/medical personnel and community providers.
- \*Our goal for external marketing will be to increase referrals to the Home through 1:1 relationship development within our community. Year-to-date for 2022: we have admitted 20 new residents and we are setting a goal to double this number at a minimum in 2023.

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

The meeting of the Long Range Planning Committee was held at the Masonic Home prior to this meeting as well as by various phone conversations with Director Robertson, committee members, and emails. Listed below is a summary of what was discussed:

1. Chairman Williamson released Harper Mechanical with the chiller/cooling tower project for procurement of equipment and a formal proposal with edited comments and scope clarification will be reviewed and presented with a payment schedule of values for the project to be signed by the Grand Master.
2. The TELS program, as previously approved, is being implemented as we have received the iPad needed to use with the program.
3. We are still waiting on a formal proposal from Adams Tank and Lift, Inc., on parts for the fuel pump system for the diesel generators which failed and was temporarily by-passed recently to fill the 100 gallon tanks in the generator rooms. This system is old and may need to be replaced.
4. Contractors are continuing to repair the apartments after a roof drain leaked water into two units. We had two empty apartments and were able to move tenants to effectively do this work.
5. The radon check on the facility was completed and passed. We will not have to do anything for another five years. The total fee for this service is \$1,150 and was completed on October 17<sup>th</sup>.
6. Hollyn Foster's First Lady's Project is complete and we are dealing with some punch list items to be resolved. Work is being started on Sandy Turlington's First Lady's Project on November 21<sup>st</sup> with hopes to be completed by the end of December or the first of the year. Paint and tile selections for Carol Lambert's First Lady's Project have started and will move to construction in December.
7. Director Robertson has contacted several roofing companies for bids on roof areas that have experienced leaks; contractors have been slow to respond and he will continue to secure replacement bids as needed.
8. We are securing bids for AHU #13 that serves the dining room and will follow up next month with any bids we receive.
9. We will revisit the bids for the parking lot asphalt and R.: W.: Binder will follow up with pricing and suggestions for repairs or replacements.
10. Failed Equipment Report is as follows for the month:
  - a) The Greenheck gravity ventilator was replaced on the roof of the kitchen.
  - b) Replaced motor starter for 10 HP motor in dining room AHU.
  - c) Called Harper several times for repairs on both chillers.
  - d) Repaired 2 inch copper trunk line for the Raypak hot water boiler serving the laundry.
  - e) Repair to reach in freezer in the kitchen was completed by Kitchen Repair Plus.

Nothing further was discussed and this report is submitted for approval for the month of November.

## **OPERATIONS COMMITTEE REPORT – NOVEMBER**

- A. Effective November 15<sup>th</sup> the Home has adjusted the following COVID related precautions:
  - a. Mask use is currently not required for staff or visitors.
  - b. The screening process to enter the Home has stopped.
  - c. Testing for staff and residents is only symptom based (unless the county positivity changes).
- B. Marketing:
  - a. November: total of 69 residents; of which 30 are Private Pay with 14 non-masonic; with 36 SNF and 33 ALF from the census breakdown report.
  - b. Tours continue to take place weekly.

- c. BrandMETTLE continues to maintain the website monthly.
  - d. The Home is continuing to interview for an Admissions Assistant (former Administrative Assistant position).
- C. Renovation of the ALF continues to be in the planning phase with PURE Project Management and Baker Barrios.

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 November 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 – NOVEMBER**

Applications reviewed during the month of November 2022:

1. Henry and Carol Barron – (ALF) Sponsored by Brandon Lodge No. 114. Application approved.
2. Kathryn Barnes – (ALF) Sponsored by Orlando Lodge No. 69. Application approved/pending.

Summary of Admissions for the month of November 2022:

#### PRIVATE PAY

- Private Pay, Non-Masonic application approved for SNF. Admission was scheduled and canceled on November 9, 2022, due to the family wanting to use Medicare benefits.
- Private Pay, Non-Masonic application approved for SNF on November 1, 2022. The applicant passed away before admission.
- Bill and Janet Goodman – ALF/Private Pay Masonic, Cape Coral Lodge No. 367. November 10, 2022, admission postponed due to tropical storm, re-scheduled for November 14, 2022.
- Phyllis Lockhart – SNF/Private Pay, Non-Masonic. In the process of completing the application
- Joyce Reynolds – ALF/Private Pay, Non-Masonic. Application pending (recovering from surgery).

#### FRATERNAL CARE

- Marie Whaley –ALF/Fraternal Care, Lantana Lodge No. 372. Started application, Lodge interview scheduled for November 12, 2022.
- Everett Hawkins – ALF/Fraternal Care, submitted the application to the Lodge in October.
- Gordon Fineberg – ALF/Fraternal Care, Oleeta-West Dade Lodge No. 145. Started the application.
- James Penning – ALF/Fraternal Care, Cypress Lodge No. 295. In the process of completing the application. Hesitates to move in because of the no pet policy and he will be further away from his family. He lives in Fort Myers and lost his mobile home during Hurricane Ian.

R.:W.: Donald W. Cowart, Senior Grand Warden, moved for acceptance of the Admissions Committee Report for the month of November as presented at the Board of Trustees Meeting and the motion was seconded by R.:W.: Taleb T. Atala, Junior Grand Warden. Motion carried.

### **MASONIC HOME APPLICATIONS APPROVED BOARD OF TRUSTEES MEETING – OCTOBER**

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

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

During the month of October, there were no Non-Resident Relief Funds 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 October and the Non-Resident Relief Report for the month of October. 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 OCTOBER**

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

ACCOUNT NO.	NAME:	ACCOUNT TYPE:
060 00-00 26315.008	Fleming, Michael (Private Pay)	Liability
060 00-00 26316.008	Zobel, Barbara (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 October. 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 OCTOBER**

During the month of October, 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 October which was seconded by R.: W.: Glen B. Bishop, Deputy Grand Master. Motion carried.

**LIST OF ESTATE ACTIVITY FOR OCTOBER**

The Board then reviewed the List of Estate Activity for October. R.: W.: Glen B. Bishop, Deputy Grand Master, moved for acceptance of the report for the month of October as printed and distributed. Second was made by R.: W.: Donald W. Cowart, Senior Grand Warden, 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 October for the Masonic Home Endowment Fund, Inc. (\$1,102,911.78). The Board then reviewed the funds available for the Masonic Home Building Fund (\$566,399.85). During the month of October there were no undesignated funds received for Estates and Wills and deposited into the Masonic Home Building Fund.

R.: W.: Donald W. Cowart, Senior Grand Warden, made a motion for acceptance of the reports for the month of October which was seconded by R.: W.: Taleb T. Atala, Junior Grand Warden, and the motion carried.

**MASONIC RELIEF FUND REPORT – OCTOBER**

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

R.: W.: Taleb T. Atala, Junior Grand Warden, made a motion for acceptance of the report for October as printed and distributed. Second was made by R.: W.: Anthony A. De Angelo, P.D.D.G.M., 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 has reviewed a contract submitted by the Administrator for nursing staffing.

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, General Counsel. 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 – OCTOBER

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

M.:W.: Jeffrey S. Foster, P.G.M., made a motion to accept the Properties Committee Report as printed and distributed. R.:W.: Glen B. Bishop, Deputy Grand Master, seconded the motion which carried.

### MASONIC HOME BUDGET REPORT – OCTOBER

We report that we are currently 1.5% favorable to the budget (\$123.8k) after seven 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 October as printed and distributed which was seconded by R.:W.: Taleb T. Atala, Junior Grand Warden, and the motion carried.

There being no further business to come before the Corporate Board the meeting was closed at 10:56 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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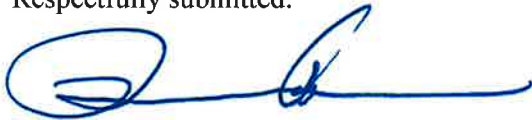
November 17, 2022

No. 13

At the request of the Grand Secretary, a poll of the Corporate Board of Directors was taken for approval of the quote submitted by Brown and Brown of Florida, Inc., for the Employee Group Health Insurance for 2023. It was noted that there would be a change in medical insurance from Humana to Florida Blue and dental, vision, life, and short/long term disability will be with Guardian. 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

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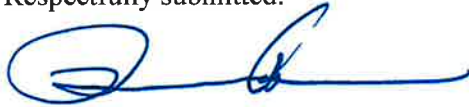
November 22, 2022

No. 14

At the request of the State Chairman of the Properties Committee, a poll of the Corporate Board of Directors was taken for approval of the new Listing Agreement for the vacant land in Starke, Florida, owned by Masonic Charities of Florida, Inc. The property continues to be listed for \$599,900. 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

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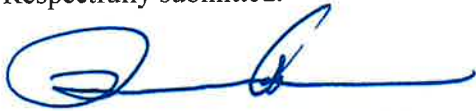
November 23, 2022

No. 15

At the request of the Board of Trustees, a poll of the Corporate Board of Directors was taken for approval of the proposal from Harper Limbach, LLC, for the Masonic Home Chiller Plant Renovation Project. 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