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

May 28, 2023 No. 29

A Meeting of the Corporate Board of Directors was called to order at 2:00 p.m. at the Rosen Plaza Hotel in Orlando, Florida, 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 M∴W∴ J. Dick Martinez, P.G.M.

R∴W∴ Kevin D. Smithwick, P.D.D.G.M.

R∴W∴ Charles A. Dyer, P.D.D.G.M. (OH)

R∴W∴ Julian M. Mackenzie, D.D.G.M. Dist. 19

W∴ William C. Wagner, P.M.

R∴W∴ Jorge L. Filgueira, D.D.G.M. Dist. 27

R∴W∴ Gary J. Gamache, Sr., P.D.D.G.M.

R.: W.: Lawrence A. Williamson, W.: Senior Grand Deacon

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. 27 of April 15, 2023, and Poll No. 28 of May 19, 2023. Motion carried.

MASONIC HOME ADMINISTRATOR'S REPORT – MAY

- COVID-19 Update: the Home currently has no residents or staff positive for COVID-19. On May 11th the Public Health Emergency Order expired. The Home continues to monitor all regulatory changes as they relate to testing and infection control procedures.
- The Home submitted documents to the Office of Insurance Regulation in compliance with audit guidelines. Additional information will need to be compiled and submitted once received from the Grand Lodge. Again, this is an 8 year lookback so the amount of information to be produced is a daunting task to compile.
- The Administrator presented several contracts for signature:
 - o Mirabito Natural Gas and Right Way Elevator Maintenance (renewals)
 - o Paycor new payroll processing vendor
 - o Salesforce new inquiry management software for both the Home and the Outreach Program
 - o InnoServ food service equipment leasing agreement for a replacement dishwasher
- The Administrator presented upgrades necessary to move forward with the Medicare/Medicaid Certification:
 - o Point Click Care upgrade of medical record/database has a one-time cost of \$17,589. This includes rebuilding the current system to include new assessments, medication, administration, C.N.A. documentation, integration with the pharmacy, lab and x-ray, and set up of the billing component, MDS transmission and ancillary charge posting. Once the upgrade and go-live is completed the monthly fees will increase from \$1,350 to \$2,565 (for 60 beds).
- Outreach Program Updates:

- o The MCSA Outreach Services bi-monthly call took place on May 17th.
- The Masonic Outreach Services Program had two calls this month for which verbal assistance was provided. The Administrator is working on developing two additional programs as part of the Outreach Services; these programs will center around partnering with Lodges to address the needs of widows and veterans.
- The Administrator completed a Zoom call with BrandMETTLE related to updating the website and the creation of a section for Outreach Services. We are in the process of reviewing ad copy and photos as well as a link to a new Masonic Assistance Request Form.
- Marketing Plan 2023-2024:
 - The May 2023 initiatives included expanding Social Media awareness. Currently the Masonic Home Page only has 2.5K followers. With 30,000 Masons in the state we need to be reaching more members. We are asking all Lodges to refer members to the Facebook page as well as their family and friends.
 - o The center will be hosting group events including the Pinellas County Chapter of the Florida Assisted Living Association. Our goal is to bring the community back to the Home. This benefits our residents as it gives them a sense of connection with the outside world.
 - o In July the Home will host a First Responders Appreciation BBQ to thank our St. Petersburg Firefighters, Police, and EMS members.
- The Administrator submitted a proposal for Ancillary Service Department wage increases. The Dietary and Housekeeping Departments are struggling with open positions due to competitor increases and \$15 wages at Wawa and McDonalds. The proposal was submitted to Board Members for approval.
- Overall Occupancy data was reviewed along with ALF room availability:
 - o Current Census = 79 (36 Private Pay, 43 Fraternal Care)
 - ALF 41 (14 Private Pay, 27 Fraternal Care)
 - Nursing Center 38 (22 Private Pay, 16 Fraternal Care)
 - 27 Male Residents (3 Non-Masonic)
 - 52 Female Residents (19 Non-Masonic)
 - o ALF Units:
 - 2nd Floor 2 single rooms, 1 suite available
 - 3rd Floor 2 single rooms, 1 suite (more can be made available with new carpeting, 1 suite and 3 single rooms) 2 rooms cannot be used due to extensive repairs

LONG RANGE PLANNING COMMITTEE REPORT - MAY

This is the Report of the Long Range Planning Committee. Listed below is a summary of what was discussed:

- 1. Projects to consider for the upcoming Grand Lodge Year at the Masonic Home of Florida are as follows:
 - a) We are still securing bids for AHU #13 that serves the dining room and to date we have received two proposals from two contractors.
 - b) The dining room roof and the roof over the Grand Master's Office along with the Board Room are of major concerns and are being constantly repaired. We are entertaining bids for full replacement of each roof area.
 - c) The laundry roof is also on the list of projects for the future.
 - d) The parking lot asphalt refurbishment still needs to be addressed with cracks and curb areas for removal and replacement.
- 2. Harper Mechanical continues to gather materials and do prep work associated with the Chiller and Cooling Tower Project. They continue to meet with Director Robertson onsite to discuss scheduling and work as it proceeds. They have started installing security fencing and are staging equipment along with a dumpster and connex setting. The equipment is still a few weeks out with delivery but the schedule has a completion date of early to mid-August.
- 3. The following maintenance contracts are being evaluated for pricing and scope as we continue to have issues with the following systems:
 - a) The boilers maintenance agreement; the contractor has raised rates excessively.
 - b) The elevators maintenance agreement as the main elevator in the lobby is down and the current contractor, Rightway Elevator, is assessing what seems to be the issue but has not yet determined the problem. Residents are currently using the east elevator.

- c) The yearly gas contract for gas service from Mirabito Natural Gas is up for renewal and we are expecting better rates as pricing is dropping.
- 4. Spatco, Inc., is preparing a proposal for repairing/replacing the diesel fuel pump controllers in the generator room. The Kohler backup generator is complete and the generator is scheduled to have a 2-hour load bank test.
- 5. Failed Equipment Report is as follows for the month:
 - a) The food service dish washing machine needs replacing.
 - b) The coffee maker is nearing its end and will need to be replaced soon.
 - c) The wander system has been experiencing issues and the contractor has been called.
 - d) The fire alarm system has had some issues which are being worked out.

This is my last report as Chairman for the Long Range Planning Committee under the Board of Trustees for the Masonic Home of Florida. I appreciate Most Worshipful Robert J. Lambert and the Past Grand Masters over the previous years for allowing me the honor and privilege of serving. I would like to thank all the Brothers who assisted on this committee as well as the Board of Trustees for your support over the years. I would like to thank Bob Robertson, Renee Verrier, and Lisa Tsotsos, as well as their staff for making this Home the best in the business. I offer my continued service to assist the Board of Trustees and Long Range Planning Committee in the future should my cable tow permit and wish the new Chairman and the Board of Trustees success in all that they do in support of our Masonic Home. After six years of service on the Long Range Planning Committee and four as Chairman, I submit this May report for the last time for approval with the next meeting being on June 17, 2023.

OPERATIONS COMMITTEE REPORT – MAY

- A. COVID Per CDC guidelines and the upcoming expiration of the PHE, the Home is monitoring county trending for any potential concerns. Centers will be reviewed based on overall infection control practices not specifically related to COVID-19.
 - a. Testing for residents and staff is symptom based only or based on CDC recommendations.
- B. Marketing/Admissions:
 - a. As of April 30, 2023: total of 76 residents; of which 36 are Private Pay with 21 non-masonic; there are 38 residents in the SNF and 38 ALF from the census breakdown report.
 - i. Census as of the date of this report is 79 with 4 additional new residents expected in June. (3 ALF, 1NC) all of which are Fraternal Care.
 - ii. Our first quarter goal is to reach a total census of 83 by June 30th.
 - b. Fiscal Year to Date:
 - i. Admissions = 6 (2 Fraternal, 4 Private Pay)
 - ii. Discharges/Deaths = 4 (1 Fraternal, 3 Private Pay)
 - c. During the month of April we had a total of 9 tours.
 - d. The Administrator is finalizing wording for the Outreach section of our website with BrandMETTLE. We are also formulating the initial service request document to be linked to the website.
 - e. Referral Summary:

	Private	Private Masonic	Fraternal	Undecided
Nursing:	6	0	2	0 = 8
ALF:	6	6	17	3 = 32
Totals:	12	6	19	3 = 40
Age of Refer	ral:			
0-6 M	9	5	12	2 = 28
7-12 M	2	0	5	1 = 8
12+ M	1	0	3	0 = 4

Referral Source: Web = 10 Drive By = 3 MD Referral = 1 Other = 5 Lodge/Mason = 21 Magazine = 0

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 May 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 – MAY

There were no funds distributed in May of 2023 for Non-Resident Relief. Five Fraternal Care Applications were submitted for review during the month of May.

Summary of Admissions:

- 1. Current Census: 79
- 2. One Private Pay (Masonic) application was denied for medical reasons.
- 3. Two Fraternal Care applications were submitted incomplete and will be reviewed when all required documents are received.

R : W : Donald W. Cowart, Senior Grand Warden, moved for acceptance of the Admissions Committee Report for the month of May 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 – APRIL

During the month of April, the following applications were approved by the Board of Trustees for admission to the Masonic Home:

John G. Watson, Jr., sponsored by Englewood Lodge No. 360 Madeline Watson, sponsored by Englewood Lodge No. 360

NON-RESIDENT RELIEF REPORT – APRIL

During the month of April, 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 April and the Non-Resident Relief Report for the month of April. 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 APRIL

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

ACCOUNT NO.	NAME:	ACCOUNT TYPE:
060 00-00 26328.008	Andrycich, Viola (Private Pay)	Liability
060 00-00 26329.008	Seroor, Regina (Private Pay)	Liability
060 00-00 26330.008	Sewell, Joyce (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 April. 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 APRIL

During the month of April, 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 April which was seconded by R : W : Rudin J. Boatright, Grand Treasurer. Motion carried.

LIST OF ESTATE ACTIVITY FOR APRIL

The Board then reviewed the List of Estate Activity for April. R : W : Rudin J. Boatright, Grand Treasurer, moved for acceptance of the report for the month of April 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 April for the Masonic Home Endowment Fund, Inc. (\$100.81). The Board then reviewed the funds available for the Masonic Home Building Fund (\$566,919.85). During the month of April 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 April which was seconded by R : W : Donald W. Cowart, Senior Grand Warden, and the motion carried.

MASONIC RELIEF FUND REPORT – APRIL

During the month of April, 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 April as printed and distributed. Second was made by R : W : Taleb T. Atala, Junior Grand Warden, and the motion carried.

MASONIC HOME BUDGET REPORT - APRIL

We report that we are currently 2.4% favorable to the final budget (\$210.8k) after one month of 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 : Donald W. Cowart, Senior Grand Warden, made a motion for acceptance of the Masonic Home Budget Report for April 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.

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:

All property matters are listed on the Properties Committee Report.

IV. MASONIC HOME:

General Counsel has, at the request of our Administrator, reviewed three contracts: Saleforce, Paycor, and InfoServ; as well as continuing to work with the Admissions Committee, including undertaking title and asset searches for incoming residents as well as the preparation of their requisite documentation upon admission.

R : W : Taleb T. Atala, Junior Grand Warden, moved to accept the Report of the General Counsel as printed and distributed. 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 – APRIL

After a review of the List of Property Activity by County for the month of April, R : W : Taleb T. Atala, Junior Grand Warden, moved for the adoption of the report 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 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. We have a contract for \$450,000.
- 4. Zone 6 Properties Committee Chairman R∴W∴ Jeffrey A. Tumbarello, Sr. The Watson Property at 4139 Targee Avenue, North Port, FL 34287 We are preparing the property to be placed on the market.
- 5. Zone 7 Properties Committee Chairman R∴W∴ Wallace T. Fine
 The Whaley Property at 6321 Nowata Circle, Lake Worth, FL 33462
 The property is listed for \$349,000. The Corporate Board voted to accept an offer of \$365,000.
- R : W : Anthony A. De Angelo, P.D.D.G.M., made a motion to accept the Properties Committee Report as presented by R : W : Stephen R. Gladstone. R : W : Rudin J. Boatright, Grand Treasurer, seconded the motion which carried.
- R∴W∴ Glen B. Bishop, Deputy Grand Master, made a motion to set the price of the FA-100 long ties at \$50.00 and vests at \$60.00. M∴W∴ Jeffrey S. Foster, P.G.M., seconded the motion which carried.
- R : W : Glen B. Bishop, Deputy Grand Master, made a motion to set the price of the incoming Grand Master's Silver Coins at \$60.00 and Bronze Coins at \$20.00. R : W : Taleb T. Atala, Junior Grand Warden, seconded the motion which carried.
- M∴W∴ Jeffrey S. Foster, P.G.M., made a motion to approve the signing of the closing documents for the sale of Grand Lodge Building located in Jacksonville, Florida, pending approval of the Craft at the 194th Annual Grand Communication and pending General Counsels approval. R∴W∴ Glen B. Bishop, Deputy Grand Master, seconded the motion which carried.

There being no further business to come before the Corporate Board the meeting was closed at 2:15 p.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

Robert J. Lambert Grand Master

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Approved:

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

June 2, 2023 No. 1

The Organizational Meeting of the Corporate Board of Directors was called to order at 7:00 p.m. on June 2, 2023, via video conference on Microsoft Teams, by M∴W∴ Glen B. Bishop, Grand Master, Chairman, with the following members present:

M: W: Glen B. Bishop, Grand Master, Chairman

R: W: Donald W. Cowart, Deputy Grand Master

R: W: Taleb T. Atala, Senior Grand Warden

R∴W∴ Haskell R. Vest, Jr., Junior Grand Warden

R∴W∴ Rudin J. Boatright, Grand Treasurer

M.: W.: Richard G. Hoover, P.G.M.

R: W: J. Paul Stellrecht, 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

The Pledge of Allegiance to the American Flag was led by M : W : Glen B. Bishop, Grand Master. The Grand Master then requested R : W : Donald W. Cowart, Deputy Grand Master, to give the Invocation.

Motion was made by R : W : Donald W. Cowart, Deputy Grand Master, and seconded by R : W : Taleb T. Atala, Senior Grand Warden, that the Grand Lodge Officers and Committees be reimbursed for expenses incurred during the year in the performance of their duties. Travel allowance for the driver of the automobile only, at the rate of \$0.30 per mile or actual expense of travel by commercial plane, train, or other commercial carrier. Hotel or motel rooms, meals, and miscellaneous expenses at actual cost, only to the limit of the amount budgeted for the Officers' or Committees' expense budget.

The cost of meals purchased for others must be itemized, including the date of the expenditure along with the Committee or title of the person(s) whose meal you purchased, the time and place of the meal and the cost. The nature of business or business reason for the expenditure must be indicated on the reimbursement request form. All expenditures must be supported by a receipt. Inadequate documentation will result in the expense reimbursement request being returned. Motion carried.

Motion was made by R : W : Taleb T. Atala, Senior Grand Warden, and seconded by R : W : Haskell R. Vest, Jr., Junior Grand Warden, that all check vouchers issued by the Grand Secretary be delivered to the Grand Master on demand. Motion carried.

Motion was made by R : W : Haskell R. Vest, Jr., Junior Grand Warden, and seconded by R : W : J. Paul Stellrecht, P.D.D.G.M., that in the event of the incapacity of the Administrator, the Grand Secretary and the Grand Treasurer are authorized to sign such payroll checks. Motion carried.

The Grand Master announced that the monthly meetings of the Corporate Board will be held at various locations or via video conference on the published date to begin at 10:00 a.m. or at another time as designated by the Grand Master.

Motion was made by R : W : J. Paul Stellrecht, P.D.D.G.M., and seconded by M : W : Richard G. Hoover, P.G.M., that Howard and Company, CPA, P.A., be hired/continue to conduct the audits in accordance with our Regulations. Motion carried.

Motion was made by M : W : Richard G. Hoover, P.G.M., and seconded by R : W : Rudin J. Boatright, Grand Treasurer, that the Investment Management Agreement for the Masonic Home Endowment Fund between The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida and Bank of New York Mellon be extended for the ensuing year, with the Masonic Home Endowment and Investment Committee reviewing their performance. Motion carried.

The Grand Master requested that the Grand Secretary prepare the monthly Corporate Board Agenda and distribute it to each Board Member the week prior to the Corporate Board Meeting.

Motion was made by R : W : Rudin J. Boatright, Grand Treasurer, and seconded by R : W : Donald W. Cowart, Deputy Grand Master, that the petty cash in the Grand Secretary's Office be continued at the present amount. Motion carried.

Motion was made by R∴W∴ Donald W. Cowart, Deputy Grand Master, and seconded by R∴W∴ Taleb T. Atala, Senior Grand Warden, that the Minutes of the 194th Annual Grand Communication, having not been read in the Annual Grand Communication, be published and distributed in the Proceedings after having been reviewed by the Grand Master and immediate Past Grand Master. Motion carried.

The Grand Master discussed proposed guidelines for the Properties Committee. Motion was made by R : W : Taleb T. Atala, Senior Grand Warden, and seconded by R : W : Haskell R. Vest, Jr., Junior Grand Warden, for the guidelines to remain the same. Motion carried.

At the recommendation of the State Chairman of the Properties Committee, M : W : Richard G. Hoover, P.G.M., made a motion to approve a \$10,000 discount on offer on the Whaley Property located at 6321 Nowata Circle, Lake Worth, Florida, 33462, due to necessary repairs discovered upon the inspection of the property. It was noted that even with the discount the offer is still higher than the asking price. R : W : J. Paul Stellrecht, P.D.D.G.M., seconded the motion which carried.

The Grand Master announced that the next Corporate Board Meeting will be held on June 17, 2023, at the Masonic Home of Florida, at 10:00 a.m. in the Grand Master's Office.

Prior to closing, the Benediction was given by R∴W∴ Taleb T. Atala, Senior Grand Warden.

There being no further business, M : W : Glen B. Bishop, Grand Master, Chairman, closed the meeting at 7:19 p.m.

Respectfully submitted:

Richard E. Lynn, P.G.M.

Secretary to the Board

Approved:

Glen B. Bisnop

Grand Master

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

June 3, 2023

No. 2

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 listing agreement at \$319,900 for the Watson Property (Masonic Home Residents) located at 4139 Targee Avenue, North Port, Florida, 34287. The members voted as follows:

M∴W∴ Glen B. Bishop, Grand Master, Chairman	Yes
R∴W∴ Donald W. Cowart, Deputy Grand Master	Yes
R∴W∴ Taleb T. Atala, Senior Grand Warden	Yes
R∴W∴ Haskell R. Vest, Jr., Junior Grand Warden	Yes
R∴W∴ Rudin J. Boatright, Grand Treasurer	Yes
M∴W∴ Richard G. Hoover, P.G.M.	Yes
R∴W∴ J. Paul Stellrecht, P.D.D.G.M.	Yes

Respectfully submitted:

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

Secretary to the Board

Approved:

Glen B. Bishop Grand Master