

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

July 22, 2023

No. 6

A Meeting of the Corporate Board of Directors was called to order at 10:00 a.m. at the SpringHill Suites, Pensacola, Florida and 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
R.:W.: J. Paul Stellrecht, P.D.D.G.M.
M.:W.: Richard G. Hoover, P.G.M.
M.:W.: Richard E. Lynn, P.G.M., Grand Secretary, Secretary to the Board

Also Present:

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|--|--|
| R.:W.: Jack W. Hampton, Jr., W.: Grand Historian | R.:W.: John A. Kraniou, P.D.D.G.M. |
| R.:W.: Robert W. Estell, Jr., P.D.D.G.M. | R.:W.: Gary J. Gamache, Sr., P.D.D.G.M. |
| R.:W.: Rick Wendling, W.: Grand Sword Bearer | R.:W.: Joseph M. Fleites, P.D.D.G.M. |
| R.:W.: James R. Kickliter, D.D.G.M. Dist. 2 | R.:W.: James A. Salisbury, Jr., P.D.D.G.M. |
| R.:W.: Jason M. Gaylard, P.D.D.G.M. | R.:W.: Ben S. Schwartz, P.D.D.G.M. |
| W.: Jason R. Miller, W.M. of Volusia Lodge No. 77 | R.:W.: Cary A. Brannan, P.D.D.G.M. |
| W.: Leonard Morreale, W.M. of Landmark Lodge No. 383 | |

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

A motion was made by R.:W.: Donald W. Cowart, Deputy Grand Master, and seconded by R.:W.: Taleb T. Atala, Senior Grand Warden, to approve the Minutes of Corporate Board Meeting No. 3 of June 17, 2023; Poll No. 4 of July 6, 2023; and Poll No. 5 of July 17, 2023. Motion carried.

MASONIC HOME ADMINISTRATOR'S REPORT – JULY

- The Office of Insurance Regulation has moved the Home into phase 4 of 7, which includes full document review. Again, this process is expected to take up to 6 months to complete.
- Effective July 1st the State of Florida is requiring the use of E-Verify as part of the onboarding process. This system is an immigration verification tool. The Masonic Home has already been completing this process since February of 2023.
- Home has initiated the following system upgrades:
 - Salesforce – Discovery session continue and include building out the Health Cloud Portal. This Portal will be able to track and separate outreach from Masonic Home inquiries and files. The full system is expected to be live by the end of August.
 - Point Click Care – Clinical data collection and formatting has begun; particularly as it relates to pharmacy integration. Project Management for the business office component was initiated and discovery sessions are scheduled. Staff training on system upgrades will begin in August with a go live set time for mid-September.
 - Payroll – Initial information has been submitted to Paycor and they are in the process of building our platform. Reminder, due to PBJ reporting/tax related issues our go live date is the final payroll in September of 2023.
- Outreach Program Updates:
 - The Masonic Outreach Services Program has had two calls since our last meeting; both requesting Non-Resident Relief. One application was actually filled out and reviewed, after speaking with the

individual and requesting backup documentation the applicant has not returned my call. The second individual was emailed all the required information and we are awaiting return of the application. There seems to be confusion over the Non-Resident Relief requirements; individuals are understanding all they need to do is call and request financial assistance and they will receive a check. During future meetings and communications I will provide clarification to the Districts.

- Marketing:
 - The center will be hosting the Pinellas County Chapter of the Florida Assisted Living Association in August of 2023.
 - The Administrator is working with multiple media outlets to increase our exposure in the community. Pinstripe Marketing and Spectrum Reach are both developing proposals covering multi-media platforms.
 - The Home is planning an Open House for late August/early September.
 - The Home will host the first Pinellas Park Scottish Rite Club meeting on July 12, 2023.
- Items for Approval:
 - The Administrator presented an option for the Masonic Home to move to weekly payroll processing for all employees. Multiple competitors in our area have moved to weekly payroll and even some daily payment of employees. This will not add additional paperwork, only the additional closeout of timecards each week. Our goal is to increase recruitment as 8 of 10 interviews ask about the frequency of payroll processing. The Home has several staff members who use Amscot for loans against their paycheck in order to pay bills weekly and purchase food. Employees would be given 30 days notice of the change (late August), as the change would not take effect until we are on the new Paycor system.

LONG RANGE PLANNING COMMITTEE REPORT – JULY

- The committee performed a walk-through of the new chiller project. All appears to be progressing normally.
- We discussed having a condenser water pump rebuilt for \$6k instead of replacing the water pump for \$54k. It was decided to go with the rebuilt pump.
- We looked over the Air Handler Unit 13 replacement. We have Director Robertson obtaining more bids.
- We recommended ACR1 Commercial Roofing be approved for the replacement of the roof over the Grand Master’s Office and the Board Room. We have sent the documents to legal counsel for review.

OPERATIONS COMMITTEE REPORT – JULY

- A. COVID – No issues.
- B. Marketing/Admissions:
 - a. As of June 30, 2023: total of 77 residents; of which 34 are Private Pay with 19 of those being non-masonic; there are 38 residents in the SNF and 39 ALF from the census breakdown report.
 - i. Census as of the date of this report is 75 with 2 additional new residents expected in July to the ALF. One of which is Fraternal Care and one is Private Pay.
 - ii. Our second quarter goal is to reach a total census of 82 by September 30th.
 - b. Fiscal Year to Date:
 - i. Admissions = 10 (6 Fraternal, 4 Private Pay)
 - ii. Discharges/Deaths = 12 (2 Fraternal, 10 Private Pay)
 - c. Referral Summary:

| Total Number of Referrals in Pipeline | Private | Private Masonic | Fraternal | Undecided | Totals |
|---------------------------------------|---------|-----------------|-----------|-----------|--------|
| Nursing | 6 | 1 | 2 | | 9 |
| ALF | 7 | | 10 | 3 | 20 |
| | 13 | 1 | 12 | 3 | 29 |

| Age Of Referral | | | | | |
|-----------------|---|---|---|---|----|
| 0-6 months | 9 | 1 | 6 | 2 | 18 |
| 7-12 Months | 2 | 0 | 4 | 0 | 6 |
| 12+ Months | 2 | 0 | 2 | 1 | 5 |

| Referral Source | Website | Drive By | MD Referral | Other | Lodge/Mason | Magazine |
|-----------------|---------|----------|-------------|-------|-------------|----------|
| | 5 | 4 | 0 | 4 | 16 | 0 |

R.:W.: Donald W. Cowart, 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 July as presented at the Board of Trustees Meeting. Second was made by R.:W.: Taleb T. Atala, Senior Grand Warden, and the motion carried.

ADMISSIONS COMMITTEE REPORT – JULY

There were no funds distributed in June or July of 2023 for Non-Resident Relief.

One Fraternal Care Application (SNF) was reviewed during the month of July:

1. Ted Woodbury, sponsored by Palm Bay Lodge No. 397, District 17 – approved pending further questions about an open Corporation.

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

NEW ACCOUNT NUMBERS FOR THE MONTH OF JUNE

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

| ACCOUNT NO. | NAME: | ACCOUNT TYPE: |
|---------------------|--------------------|---------------|
| 060 00-00 24805.001 | Lund, David (Cash) | Liability |
| 060 00-00 24806.001 | Lund, Cindy (Cash) | Liability |

R.:W.: Haskell R. Vest, Jr., Junior Grand Warden, moved for the adoption of the New Account Numbers Report for the month of June. Second was made by R.:W.: J. Paul Stellrecht, P.D.D.G.M., and the motion carried.

CREDIT APPLICATIONS REPORT GRAND LODGE AND MASONIC HOME OF FLORIDA FOR JUNE

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

R.:W.: J. Paul Stellrecht, P.D.D.G.M., made a motion for the adoption of the Credit Applications Report for the month of June which was seconded by M.:W.: Richard G. Hoover, P.G.M. Motion carried.

LIST OF ESTATE ACTIVITY FOR JUNE

The Board then reviewed the List of Estate Activity for June. M.:W.: Richard G. Hoover, P.G.M., moved for acceptance of the report for the month of June as printed and distributed. Second was made by R.:W.: Rudin J. Boatright, Grand Treasurer, 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 June for the Masonic Home Endowment Fund, Inc. (\$125,062.45). The Board then reviewed the funds available for the Masonic Home Building Fund (\$566,919.85). 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.: Rudin J. Boatright, Grand Treasurer, made a motion for acceptance of the reports for the month of June which was seconded by R.:W.: Donald W. Cowart, Deputy Grand Master, and the motion carried.

MASONIC RELIEF FUND REPORT – JUNE

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

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

MASONIC HOME BUDGET REPORT – JUNE

We report that we are currently 1.63% favorable to the final budget (\$142.4k) after three months 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.: Taleb T. Atala, Senior Grand Warden, made a motion for acceptance of the Masonic Home Budget Report for June as printed and distributed which was seconded by R.: W.: Haskell R. Vest, Jr., Junior Grand Warden, and the motion carried.

REPORT OF THE GENERAL COUNSEL

I. CONTRACT REVIEW/GRAND LODGE:

The sale of the Grand Lodge Building was successfully completed.

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 reviewed the Chem Aqua water treatment contract tendered by Bob Robertson. General Counsel continues 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.: Haskell R. Vest, Jr., Junior Grand Warden, presented the Report of the General Counsel and moved for its approval. Second was made by R.: W.: J. Paul Stellrecht, P.D.D.G.M., and the motion carried.

LIST OF PROPERTY ACTIVITY BY COUNTY – JUNE

After a review of the List of Property Activity by County for the month of June, R.: W.: J. Paul Stellrecht, P.D.D.G.M., moved for the adoption of the report as printed and distributed. Second was made by M.: W.: Richard G. Hoover, 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.
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
The Board voted to accept a net offer of \$310,550.
5. **Zone 7 Properties Committee Chairman R.:W.: Wallace T. Fine**
The Whaley Property at 6321 Nowata Circle, Lake Worth, FL 33462
The property SOLD for \$365,000 (with an approved \$10,000 discount calculated at closing) on June 16, 2023.

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

The Grand Master then commended the Brothers on the Properties Committee for their hard work and diligence in handling the property matters of The Grand Lodge of Florida.

The Grand Secretary provided an update on the vacant land in Starke, Florida, owned by the Masonic Charities of Florida, Inc. General Counsel and the buyer's attorney are working on an easement issue and the sale of the property is expected to close in the next month.

The Grand Secretary then informed the Board that the air conditioner compressor servicing the Grand Lodge Museum needs to be replaced and it stopped working prior to the closing on the sale of the Grand Lodge Building so The Grand Lodge of Florida is responsible for the replacement. R.: W.: Taleb T. Atala, Senior Grand Warden, made a motion to approve an expenditure of up to \$5,000 to replace the air conditioner compressor in the Grand Lodge Museum. R.: W.: Donald W. Cowart, Deputy Grand Master, seconded the motion which carried.

There being no further business to come before the Corporate Board the meeting was closed at 10:23 a.m. Benediction was then offered by R.: W.: Taleb T. Atala, Senior Grand Warden.

Respectfully submitted:



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

Approved:



Glen B. Bishop
Grand Master