

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES
THE MASONIC HOME OF FLORIDA
MARCH 16, 2024**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, March 16, 2024, at 9:00 a.m. at the Masonic Home of Florida with the following members present:

PRESENT:

R.: W.: R. James Rocha, Chairman
R.: W.: Charles A. Dyer, Secretary Pro-Tem
R.: W.: Glen L. Garner
M.: W.: Stanley L. Hudson, P.G.M.
R.: W.: R. Patrick Jacob
Brother Michael R. Pender, Jr.

ABSENT:

R.: W.: Douglas L. Ankeny
R.: W.: Michael S. Griffin
R.: W.: Kevin D. Smithwick

ALSO PRESENT: (in person or online) M.: W.: Glen B. Bishop, Grand Master; 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 E. Lynn, P.G.M., Grand Secretary; M.: W.: Robert J. Lambert, P.G.M.; R.: W.: J. Paul Stellrecht, W.: Grand Marshal; R.: W.: Jack W. Hampton, Jr., W.: Grand Historian; R.: W.: Rick Wendling, W.: Grand Sword Bearer; R.: W.: Stephen R. Gladstone, General Counsel; R.: W.: Anthony A. De Angelo, P.D.D.G.M.; R.: W.: John A. Kraniou, P.D.D.G.M.; R.: W.: Oran B. Ellis, Jr., P.D.D.G.M.; R.: W.: Robert W. Estell, Jr., P.D.D.G.M.; W.:M.: John H. Eaton; W.: John Cotton, P.M.; W.: Robert Shinewald, P.M.; W.: Rusty B. Valle, P.M.; Ms. Cristal Baer, Outreach Coordinator; Ms. Renee Verrier, Administrator of the Masonic Home of Florida.

CALL TO ORDER: R.: W.: R. James Rocha, Chairman, called the meeting to order at 9:00 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.: Glen L. Garner then gave the Invocation.

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

R.: W.: Charles A. Dyer made a motion that the Minutes from the last regular Board of Trustees Meeting be approved as printed and distributed. Second was made by Brother Michael R. Pender, Jr., and the motion carried.

ADMINISTRATOR'S BOARD REPORT:

- COVID-19 Update – The Masonic Home completed outbreak protocols on February 15th following the positive cases noted in the January report.
- The Home continued its preparation for the 2024 Pilgrimage Day Event. We have seen an increase in table reservations for this year's event which is wonderful. The schedule for the day has been distributed.
- Outreach Program Updates:
 - There have been no new calls received since the last meeting.
 - The Administrator and Outreach Coordinator participated in two education sessions with Lodges and Districts this month. We continue to schedule meetings both virtual and in person, during these sessions we stress the importance of referring Brothers, wives, and widows to the Outreach Program for assistance.

- In our efforts to learn the efforts of our sister states Cristal has compiled a review of all programs throughout the country. Information from each of the states will assist in further development of the Outreach Program.
- Certification Process Update:
 - The Administrator presented a status review for Medicare/Medicaid application.
 - The Home is awaiting a response letter from the IRS.
- New business:
 - The Home has received a contract for repair of the roof over the administrative area of the Home. This has been presented to legal counsel and approved by the Long Range Planning Committee. The Administrator is requesting we move forward with this contract with a total cost of \$31,841. This includes a 20 year warranty on material and 5 years for labor. (FYI-this project is already in the 2024-2025 budget proposal.)
 - Weiser Security has submitted a request for wage increases. We have noted an increase in turnover within the Security Department as other organizations have raised their rates of pay. The request is a \$2.50 per hour increase bringing the hourly rate to \$16 for Officers and \$17 for the Supervisor. We are requesting approval to move forward with this increase.

Renee Verrier reported that at our last regular Board Meeting we had 74 residents in the Home. During the month of February, we had two admissions, three deaths, and no discharges bringing the total to 73. Of those, 25 are men and 48 are women.

ADMITTED:	ADMIT DATE:
Christine Dutmers, Private Pay (Non-Masonic)	02/07/2024
Rosemarie Knigge, Private Pay (Non-Masonic)	02/28/2024

DECEASED:	DECEASED DATE:
Rosemarie Rizzo, Private Pay (Non-Masonic)	02/03/2024
Admitted: January 17, 2024	
Janice Miller, Private Pay (Non-Masonic)	02/09/2024
Admitted: December 29, 2023	
Ruth Erb, Private Pay (Non-Masonic)	02/26/2024
Admitted: August 17, 2024	

With two admissions, three losses by death, and no discharges the month of February ended with 35 Assisted Living and 38 Nursing Center for a total of 73 residents.

MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:

1. Replaced worn out hinges on walk-in freezer.
2. Replaced cook/cool rocker switch on top right Southbend oven.
3. Replaced non-working hot side zone valve on fan coil unit in Room 266E. The valve stem snapped off.

SECURITY DEPARTMENT REPORT: There were no reportable incidents for the month of January. There was one resident ID badge issued and four new employee ID badges issued.

The Suncoast Master Mason Association announced that R.:W.: Ornan B. Ellis, Jr., has been named Resident of the Month and presented him with a \$50.00 check. Congratulations R.:W.: Ellis!

M.:W.: Stanley L. Hudson, P.G.M., made a motion to approve the Administrator’s Report as written and presented. Second was made by Brother Michael R. Pender, Jr., and the motion carried.

LONG RANGE PLANNING COMMITTEE REPORT:

1. On Thursday and Friday, February 15th and 16th, Daikin Global installed the missing parts on the new chiller. On Monday the 19th Daikin Global ran the chiller for four hours to test operation and efficiency. The chiller ran well with no issues. The new chiller was shut down and the rental chiller was restarted to carry the building load. Daikin Global will not start the new chiller again until Harper Mechanical has installed the enclosure. We are waiting on permitting and production of the enclosure panels.

2. On March 5th Daikin Global delivered a new temporary air-cooled chiller to take the place of the Sunbelt rental chiller. On March 7th Harper Mechanical and Daikin Global installed the electrical and water connections and started the new air-cooled chiller. On March 13th Sunbelt removed their rental chiller. It is our understanding that we will no longer pay for a rental chiller.
3. New sconce lights were installed in the Stardust movie theater room.
4. The semi-annual cleaning of the kitchen hood system was completed on February 27th.

M.:W.: Stanley L. Hudson, P.G.M., presented the Long Range Planning Committee Report and then moved for its adoption. Brother Michael R. Pender, Jr., seconded the motion which carried.

LEGAL ADVISOR’S REPORT: The total funds received during the month of February from Estates and Wills was \$1,935.65, which brings the year to date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$1,163,688.30. During the month of February, there were no undesignated funds received for Estates and Wills and deposited into the Masonic Home Building Fund.

M.:W.: Stanley L. Hudson, P.G.M., made a motion to accept the Legal Advisor’s Report as presented by R.:W.: Stephen R. Gladstone. R.:W.: R. Patrick Jacob seconded the motion which carried.

ADMISSIONS COMMITTEE REPORT: There were no funds distributed in March of 2024 for Non-Resident Relief. The Admissions Committee did not receive any Fraternal Care applications to review this month.

R.:W.: Glen L. Garner presented the Admissions Committee Report and moved for its adoption. Brother Michael R. Pender, Jr., seconded the motion which carried.

OPERATIONS COMMITTEE REPORT:

1. Marketing/Admissions:

- 1) The Masonic Home will be sponsoring a table for the Pinellas County Social Worker/Case Manager Breakfast on April 12th. This event is held annually and brings together members of the hospital and hospice communities.

2. Census:

- 1) As of February 29th: Total of 73 residents; of which 33 are Private Pay with 20 of those being non-masonic. There are 38 residents in the SNF and 35 in the ALF from the census breakdown report.
- 2) Fiscal Year to Date:
 - i. Admissions = 32 (10 Fraternal, 22 Private Pay)
 - ii. Discharges/Deaths = 33 (10 Fraternal, 23 Private Pay)
- 3) Referral Summary:

Total Number of Referrals In Pipedrive	Private	Private Masonic	Fraternal	Undecided	Totals	
Nursing	7		1		8	
ALF	8		7		15	
					23	
Age Of Referral						
0- 6 months	10		5	1		16
7-12 Months	2		2			4
12+ Months						0
Referral Source	Website	Drive By	MD Referral	Other	Lodge/Mason	Magazine
	10	2	1	2	8	

3. Chiller Insurance Claim: We have been informed that the insurance adjuster on the mechanical breakdown policy claim has been reassigned within Travelers Insurance. Conversations have taken place with the new adjuster and we are gathering the additional documents that have been requested.

R.:W.: R. Patrick Jacob presented the Operations Committee Report on behalf of R.:W.: Michael S. Griffin and moved for its adoption. R.:W.: Charles A. Dyer seconded the motion which carried.

BUDGET COMMITTEE REPORT: We report that we are currently 2.29% unfavorable to the final budget (\$199,661) after eleven 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.

Brother Michael R. Pender, Jr., presented the Budget Committee Report and moved for its adoption. Second was made by M.:W.: Stanley L. Hudson, P.G.M., and the motion carried.

OLD BUSINESS: None

NEW BUSINESS:

- A contract for ACR1 Commercial Roofing for repair of the roof over the administrative part of the building for a cost of \$30,894. This is the same roofer that did the job over the Board Room. M.:W.: Stanley L. Hudson, P.G.M., made a motion to accept the contract as presented by Administrator Renee Verrier. R.:W.: R. Patrick Jacob seconded the motion which carried.
- A fire test and inspection contract renewal was presented by Renee Verrier. M.:W.: Stanley L. Hudson, P.G.M., made a motion to approve the contract renewal and R.:W.: R. Patrick Jacob seconded the motion which carried.
- Wiser Security is raising the hourly rate by \$2.50. The analysis report shows that they are in line with the market average as presented by Administrator Renee Verrier. M.:W.: Stanley L. Hudson, P.G.M., made a motion to approve the contract renewal and R.:W.: R. Patrick Jacob seconded the motion which carried.

ANNOUNCEMENTS: None

M.:W.: Glen B. Bishop, Grand Master, offered his remarks about Pilgrimage Day and thanked everyone for their hard work. R.:W.: R. James Rocha, Chairman, gave the Benediction and the meeting was adjourned at 9:35 a.m.

Respectfully submitted,

R.:W.: R. James Rocha
Chairman

R.:W.: Charles A. Dyer
Secretary Pro-Tem to the Board of Trustees