

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

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, November 16, 2024, at 10:13 a.m. at the Masonic Home of Florida with the following members present:

PRESENT:

M.:W.: Jorge L. Aladro, P.G.M., Chairman
Brother Justin W. Franke, Vice Chairman
R.:W.: Raymond M. Ali
W.: Mark A. Davis
R.:W.: Jorge L. Filgueira
R.:W.: R. Patrick Jacob
W.: Demetrios C. Kirkiles
R.:W.: John Paniccia
Brother Angel Sardina

ALSO PRESENT: M.:W.: Donald W. Cowart, Grand Master; R.:W.: Taleb T. Atala, Deputy Grand Master; R.:W.: Haskell R. Vest, Jr., Senior Grand Warden; R.:W.: Frederick R. Wendling, Jr., Junior Grand Warden; M.:W.: Richard E. Lynn, P.G.M., Grand Secretary; M.:W.: J. Dick Martinez, P.G.M.; M.:W.: Robert J. Lambert, P.G.M.; M.:W.: Glen B. Bishop, P.G.M.; R.:W.: Jack W. Hampton, Jr., W.: Grand Marshal; R.:W.: Ben S. Schwartz, P.D.D.G.M.; R.:W.: John N. Dragneff, P.D.D.G.M.; R.:W.: L. Miguel Rivera, P.D.D.G.M.; R.:W.: David G. Lund, P.D.D.G.M.; W.:M.: John H. Eaton; W.: John A. Cotton, P.M.; W.: John McKinstrie, P.M.; W.: Oran B. Ellis, Jr., P.M.; W.: Henry T. Barron, P.M.; and Ms. Megan Gracia, Administrator of the Masonic Home of Florida.

CALL TO ORDER: M.:W.: Jorge L. Aladro, P.G.M., Chairman, called the meeting to order at 10:13 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. W.: Mark A. Davis then gave the Invocation.

INTRODUCTION OF BOARD OF TRUSTEES: M.:W.: Jorge L. Aladro, P.G.M., Chairman, introduced the members of the Board of Trustees and guests in attendance as listed above.

Brother Justin W. Franke made a motion that the Minutes from the last regular Board of Trustees Meeting on October 19, 2024, be approved as printed and distributed. Second was made by R.:W.: R. Patrick Jacob and the motion carried.

ADMINISTRATOR’S BOARD REPORT:

- There is currently no COVID outbreak in the facility.
- The annual flu shot clinic with Walgreens for the residents and staff was conducted on October 22, 2024.
- Regulatory Updates: “The Centers for Medicare and Medicaid Services (CMS) is finalizing a new data reporting standard to address a broader range of acute care respiratory illnesses. Beginning on January 1, 2025, LTC facilities are required to electronically report information about COVID-19, influenza, and respiratory syncytial virus (RSV) in a standardized format and frequency specified by the Secretary. This new standard replaces the current COVID-19 reporting standards for LTC facilities.” CMS 11/1/24
- Our annual Christmas in October event took place on October 19th. This event always warms our hearts as the Masonic Family comes together for a day of fun, gifts, and fellowship. Thanks to R.:W.: Tali Atala and his wife Angie, and the 27th and 29th Masonic District for again another successful Christmas in October. The smiles on the residents faces surely showed how much all of your hard work was appreciated and how much we can’t wait to see you again next year!
- Outreach Program Updates: From November 1st to November 11th there were three new leads for Non-Resident Relief with seven total open leads in Salesforce.
 - Leads Breakdown:

- Community Referral – 2
- Outreach – 1
- Emergency Relief – 1
- Non-Resident Relief – 3
- New Business (follow up):
 - Website Design: We are working with AutoWeb Technologies on our website design. All meetings have been proactive and the new site design will be live before the beginning of the new year.
 - Certification Process: The Masonic Home has reached out to a consulting firm to assist with Medicare and Medicaid eligibility requirements. With this partnership the facility is expected to be a Medicare approved and a ready provider within the next 6-12 months.
 - The facility would like to join the Florida Healthcare Association (FHCA). FHCA is a long-term care and assisted living network of providers across the State of Florida. Educational programs, scholarships, seminars, and additional industry resources are readily available for its members. By joining the FHCA the facility is joining other leading healthcare providers in providing exceptional care within the State of Florida. Dues are as follows:
 - FHCA Facility Dues \$56.00/Bed
 - District 05 Dues \$125.00
 - AHCA Dues \$21.80/Bed
 - Mandatory NFP Fund \$10.00/Bed
 - Total Charges: \$7,588.00
 - Recruitment: Current open positions are as follows:
 - 3 FT 7 a.m. – 3 p.m. CNA’s (1 interview scheduled)
 - 2 FT 3 p.m. – 11 p.m. CNA’s (2 interviews scheduled)
 - 1 FT 7 a.m. – 3 p.m. Nurse
 - 2 FT Day Porter/Floor Tech/Janitor (1 interview scheduled)

Megan Gracia reported that at our last regular Board Meeting we had 75 residents in the Home. During the month of October, we had three admissions, one death, and no discharges bringing the total to 77. Of those, 25 are men and 52 are women.

ADMITTED:	ADMIT DATE:
E. R., sponsored by Hillsborough Lodge No. 25	10/02/2024
S. N., Private Pay (Non-Masonic)	10/29/2024
J. S., sponsored by Okeechobee Lodge No. 237	10/30/2024

DECEASED:	DECEASED DATE:
Arthur Ketchersid, Private Pay (Non-Masonic) Admitted: September 13, 2023	10/14/2024

With three admissions, one loss by death, and no discharges the month of October ended with 37 Assisted Living and 40 Nursing Center for a total of 77 residents.

MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:

1. Replaced timer on personal dryer in clean utility room R/C 3 after resident turned the knob backwards.
2. Replaced exterior keypad serving the back door to the kitchen. Rain from the hurricane shorted the controls.
3. Replaced Sloan valve, stop valve, and purchased sweat kit for 1” Sloan pipe in women’s restroom in the Dietary Hall. Employee broke pipe from wall causing a flood in the restroom. There was no extensive damage.

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

The Suncoast Master Mason Association announced that David Dodson has been named Resident of the Month and presented him with a check for \$50.00. Congratulations David!

R.: W.: Raymond M. Ali made a motion to approve the Administrator's Report as written and presented. Second was made by R.: W.: R. Patrick Jacob and the motion carried.

LONG RANGE PLANNING COMMITTEE REPORT:

- Chiller Update: The date for the Eddy Current test will be on the 19th of November. We are waiting on confirmation for Airstron Mechanical for the leak check for the same day. One Aurora condenser pump on the chiller deck started leaking. Harper Mechanical has ordered parts to make the repair which should be under warranty. This will probably be taken care of the following week.
- Roof Update: ACR1 Commercial Roofing installed the last layer of roof over the Administration area on October 22nd. The roof in that area is now complete with a 20 year warranty. We are still waiting for proposals for roofing repairs over the Residences of Coffee Pot Bayou apartments and the main building.
- Hurricane Milton: Much has been cleaned up around the grounds thanks to M.: W.: Jorge L. Aladro, P.G.M., Chairman of the Board of Trustees, and his group of volunteers from Districts 27 and 29. Clean up continues removing dead trees and damaged limbs. Volunteers agreed to return another weekend to continue the clean up work. Removal of the damaged roof of the old chiller and the roof over the fuel tanks/generator building, golf cart parking and Gazebo roof. We are awaiting quotes for this work.
- We will be seeking three bids to replace the refrigerator in the kitchen. The hung ceiling at the main entrance and ambulance entrance needs to be repaired and we will obtain quotes. We need to repair the ceilings inside the Residences of Coffee Pot Bayou apartments where they were removed for remediation and we need to obtain quotes.
- Kitchen: The new refrigerator bids are in. The new refrigerator will be wider than the existing one. Some remedial work needs to be done to widen the opening to accommodate the new refrigerator.
- Residences of Coffee Pot Bayou apartments: along with the required quotes for roof repair stated above we need quotes to repair the elevator. The elevator is working but the call button does not work from the 2nd floor.

R.: W.: Jorge L. Filgueira presented the Long Range Planning Committee Report and then moved for its adoption. R.: W.: John Panicia seconded the motion which carried.

LEGAL ADVISOR'S REPORT: The total funds received during the month of October from Estates and Wills was \$12,027.62, which brings the year-to-date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$80,964.37. During the month of October there were no funds received for Estates and Wills and deposited into the Masonic Home Building Fund. The year-to-date total for Estates and Wills deposited into the Masonic Home Building Fund is \$7,780.47.

Brother Justin W. Franke made a motion to accept the Legal Advisor's Report as presented by R.: W.: Stephen R. Gladstone. R.: W.: John Panicia seconded the motion which carried.

ADMISSIONS COMMITTEE REPORT: There were no new applications received for Fraternal Care or Non-Resident Relief.

On-going Non-Resident Relief for Ms. S. G.: The follow-up information on an expected VA contribution from VA sources is pending and the committee recommends continued support at current levels until the VA contribution is confirmed.

No funds for Non-Resident Relief were distributed in the month of October.

R.: W.: R. Patrick Jacob presented the Admissions Committee Report and moved for its adoption. Brother Angel Sardina seconded the motion which carried.

OPERATIONS COMMITTEE REPORT:

1. Census:

- 1) As of October 31st: Total of 77 residents; of which 40 are Fraternal Care and 37 are Private Pay with 24 of those being non-masonic. There are 40 residents in the SNF and 37 in the ALF from the census breakdown report.

- 2) Fiscal Year to Date: (Starts April 1st)
 - i. Admissions = 14 (3 Fraternal and 11 Private Pay)
 - ii. Discharges/Deaths = 14 (4 Fraternal and 10 Private Pay)

2. Referral Summary:

- 1) 67 open leads in Salesforce
- 2) SNF-20
- 3) ALF-48
- 4) Private Pay, Non-Masonic 27
- 5) Private Pay, Masonic 7
- 6) Fraternal Care 20
- 7) Undecided 13

3. Occupancy Breakdown:

OCCUPANCY BREAKDOWN												
ALF	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR
DOUBLE SUITE ONE OCCUPANT	2	2	2	3	4	4	4					
DOUBLE SUITE TWO OCCUPANTS	2	4	4	4	4	3	3					
SINGLE SUITE	7	25	27	29	27	24	27					
FC	20	18	19	20	18	15	17					
TOTAL OCCUPANCY	37	35	37	40	39	24	37					
SNF												
SEMI-PRIVATE	30	37	35	32	31	20	37					
PRIVATE	3	3	3	2	3	3	3					
ADDITION BED FEE	6	5	6	6	3	2	1					
FC	23	23	23	19	20	23	23					
TOTAL OCCUPANCY	39	45	44	40	37	41	40					

W.: Mark A. Davis presented the Operations Committee Report and moved for its adoption. R.: W.: John Panicia seconded the motion which carried.

BUDGET COMMITTEE REPORT: We report that we are currently 6.51% favorable to the budget (\$590,703k) after seven months of the fiscal year before any contingency is used and after amortizing for the insurance premium already paid.

Brother Justin W. Franke presented the Budget Committee Report and moved for its adoption. Second was made by R.: W.: John Panicia and the motion carried.

NEW BUSINESS: W.: Demetrios Kirkiles made a motion that the Masonic Home name, logo, and identifiers being used by 3rd party fundraising shall be by approval of the Masonic Home Administrator and the Board of Trustees with final word reserved to the Board of Trustees. R.:W.: Jorge L. Filgueira seconded the motion which carried.

Lady Alice thanked the Board of Trustees and the Corporate Board for all we do for them and it is greatly appreciated.

M.: W.: Jorge L. Aladro, P.G.M. and Chairman, thanked the residents for meeting with him and our Grand Master M.: W.: Donald W. Cowart.

M.:W.: Donald W. Cowart, Grand Master, then thanked the Chairman and Members of the Board of Trustees for their hard work and dedication to the Masonic Home.

ANNOUNCEMENTS: The next Board of Trustees Meeting will be held at the Masonic Home of Florida on December 21, 2024, at 10:00 a.m.

W.: Mark A. Davis gave the Benediction and the meeting was adjourned at 10:44 a.m.

Respectfully submitted,

M.: W.: Jorge L. Aladro, P.G.M.
Chairman

R.: W.: John Panicia
Secretary to the Board of Trustees