

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES
THE MASONIC HOME OF FLORIDA
JANUARY 18, 2025**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, January 18, 2025, at 10:01 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
Brother Angel Sardina

ABSENT:

W.: Demetrios C. Kirkiles
R.: W.: John Paniccia

ALSO PRESENT: M.: W.: Donald W. Cowart, 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.: Robert P. Harry, Jr., P.G.M.; 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.: John E. Drewett, W.: Grand Pursuivant; R.: W.: Gary J. Gamache, Sr., W.: Grand Historian; R.: W.: Antonio C. Chavez, W.: Grand Orator; R.: W.: Michael J. St-Laurent, D.D.G.M. Dist. 18; R.: W.: Ben S. Schwartz, P.D.D.G.M.; R.: W.: Robert W. Estell, Jr., P.D.D.G.M.; R.: W.: David G. Lund, P.D.D.G.M.; R.: W.: Julian M. Mackenzie, P.D.D.G.M.; W.: John H. Eaton, P.M.; W.: John B. Livingston, P.M.; W.: Rusty B. Valle, P.M.; W.: Richard K. Pennewaert, P.M.; W.: John A. Cotton, P.M.; W.: Oran B. Ellis, Jr., P.M.; W.: Frederick L. Piasecki, P.M.; W.: Henry T. Barron, P.M.; Brother David J. Marrs; Brother Jelani Gorham; Ms. Megan Gracia, Administrator of the Masonic Home of Florida; and other beloved residents of the Masonic Home.

CALL TO ORDER: M.: W.: Jorge L. Aladro, P.G.M., Chairman, called the meeting to order at 10:01 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 December 21, 2024, be approved as printed and distributed. Second was made by R.: W.: Raymond M. Ali and the motion carried.

ADMINISTRATOR'S BOARD REPORT: Megan Gracia reported that at our last regular Board Meeting we had 78 residents in the Home. During the month of December, we had one admission, three deaths, and no discharges bringing the total to 76. Of those, 23 are men and 53 are women.

ADMITTED:
G. P., Private Pay (Non-Masonic)

ADMIT DATE:
12/27/2024

DECEASED:
Anita Quinette Johnson, sponsored by Ionic Lodge No. 101
Admitted: April 26, 2017

DECEASED DATE:
12/17/2024

Beatrice Preikschat, sponsored by Nitram Lodge No. 188

12/23/2024

Admitted: October 30, 2007

David Smith, Private Pay, Peace River Lodge No. 66

12/28/2024

Admitted: December 31, 2021

With one admission, three losses by death, and no discharges the month of December ended with 38 Assisted Living and 38 Nursing Center for a total of 76 residents.

ADMINISTRATOR'S BOARD REPORT:

- There is currently no COVID outbreak in the facility.
- Regulatory Updates: There are no new regulatory updates at this time.
- The Masonic Home Administrative Team is truly thankful to the Board of Trustees for the wonderful holiday gathering. It was a wonderful event and new friendships were made. We are appreciative that our hard work and dedication to the residents and the Home does not go unnoticed. So, on behalf of the administrative team thank you!
- We would like to thank everyone who helped make the annual 26th District Christmas Party a success. All of your hard work and dedication to spread Christmas joy to our residents made it an extraordinary Christmas for all of those who attended. Thank you for making this such a special event, we look forward to seeing you all again next year!
- New Business (follow up):
 - The facility has completed a full in-house audit on all bedroom furniture and beds. We have a system in place to better monitor the useful life of items and for when future items may be replaced or repaired. I want to thank Bob Robertson and Chris Branson for being team players and providing the necessary information.
 - Dietary Services: The concerns with our current dietary provider have not properly been corrected. As a result, we have met with a number of prospective vendors regarding dining services. We are hopeful to come to a timely resolution regarding whom we will partner with.
 - Website Design: The Masonic Home has partnered with AutoWeb Technologies on our website and we are happy to report that the new website design is now live. We want to express our heartfelt warm thank you to everyone and our consultant, Charles Calabritto, for helping with the process.
 - Certification Process Update: The Masonic Home has reached out to a consulting firm to assist with Medicare and Medicaid eligibility requirements. We are expecting a mock survey which will provide insight of what is needed to become a CMS provider. Again, our timeframe for becoming a ready CMS provider is within the next 6-12 months.
 - The facility has partnered with a cardiology provider. This is at no cost to the Home. The wonderful benefit is that residents who need to see this type of specialist have the option of staying in the facility and having the physician come to them. Residents also have the right to see their current cardiologist if that is their preference.
 - Staffing – Three new hires for December:
 - Floor Technician – Starts 1/16/2025
 - Activities Assistant – Orientation 1/22/2025
 - CNA FT 3 p.m. – 11:00 p.m.
 - Recruitment: Current open positions are as follows:
 - Floor Technician (evenings) – Interview 01/17/2025
 - PRN – PT Nurse position for each shift
 - 2 FT CNA's 7:00 a.m. – 3:00 p.m.
 - 2 FT CNA's 3:00 p.m. – 11:00 p.m.
 - 1 PT CNA's 11:00 p.m. – 7:00 a.m.
 - Several CNA's PRN 7:00 a.m. – 3:00 p.m.

MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:

1. A five-foot section of 4" fire sprinkler piping was replaced after a leak in the pipe. VSC Fire & Security replaced the pipe and couplings which is located in the north stairwell on the first floor.
2. Replaced micro switch in the door control module servicing the auto fan on the back door to the kitchen.

3. The filter feeder on the hydronic loop is not fully installed yet. There are two ball valves which need to be replaced first.

SECURITY DEPARTMENT REPORT: There were no reportable incidents for the month of December. There were no new resident ID badges issued and eight new employee ID badges were issued.

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

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 leaking Aurora condenser pump was repaired and is working well. The committee discussed maintenance contracts for HVAC units which expire next month. We will obtain three bids.
- Roof Update: Roof estimates are still coming in.
- Hurricane Milton: Both drive throughs repairs on the hung ceilings will commence soon. This also includes the upgrade to the lighting.
- Residences of Coffee Pot Bayou Apartments: The interior repairs to the unit discussed last month were done in-house.
- General Building: The committee discussed revising the budget for next year. An increase is necessary, especially for furnishing rooms. The inventory of the Home of all assets, equipment, supplies, etc. was also discussed. The task of finding an inventory company to perform this task is becoming difficult.
- Resident Evacuation: It was discussed and recommended that the Grand Master appoint a committee outside the Board to do the logistics to find a location that will house our residents if we increase our census.

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

LEGAL ADVISOR'S REPORT: The total funds received during the month of December from Estates and Wills was \$34,267.98, which brings the year-to-date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$220,055.50. During the month of December 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. W.: Mark A. Davis seconded the motion which carried.

ADMISSIONS COMMITTEE REPORT: The committee met on Tuesday, January 14, 2025. There were no new applications for Fraternal Care or Non-Resident Relief received by the committee. A previously approved application for Fraternal Care was converted to Non-Resident Relief with the applicant's approval. Financial details are still being worked out.

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

OPERATIONS COMMITTEE REPORT:

1. Census:

- 1) As of December 31st: Total of 76 residents; of which 38 are Fraternal Care and 38 are Private Pay with 26 of those being non-masonic. There are 38 residents in the SNF and 38 in the ALF from the census breakdown report.
- 2) Fiscal Year to Date: (Starts April 1st)
 - i. Admissions = 17 (4 Fraternal and 13 Private Pay)
 - ii. Discharges/Deaths = 18 (7 Fraternal and 11 Private Pay)

2. Referral Summary:

- 1) 94 open leads in Salesforce
- 2) SNF-31
- 3) ALF-64
- 4) Private Pay, Non-Masonic 44
- 5) Private Pay, Masonic 11
- 6) Fraternal Care 18
- 7) Undecided 22

3. Leads Breakdown

- 1) Community Referral – 2
- 2) Outreach – 1
- 3) Emergency Relief – 0
- 4) Non-Resident Relief - 0

4. Occupancy Breakdown:

Masonic Home of Florida
OCCUPANCY BREAKDOWN
2024-2025
Breakdown as of last day of December 2025

Month ending:	April	May	June	July	August	Sept	Oct	Nov	Dec	January	February	March
Masonic:												
Fraternal Care - ALF	20	18	19	20	18	15	17	18	18			
Fraternal Care - SNF	21	23	21	19	20	23	23	22	20			
Private Pay - ALF	10	9	10	10	11	10	10	9	9			
Private Pay - SNF	3	4	3	3	3	3	3	4	3			
	54	54	53	52	52	51	53	53	50			
Non-Masonic:												
Private Pay - ALF	7	8	8	10	10	9	10	11	11			
Private Pay - SNF	15	18	20	18	14	15	14	14	15			
	22	26	28	28	24	24	24	25	26			
Total Residents	76	80	81	80	76	75	77	78	76			
TOTAL ALF	37	35	37	40	39	34	37	38	38			
TOTAL SNF	39	45	44	40	37	41	40	40	38			
TOTAL	76	80	81	80	76	75	77	78	76			
% Fraternal Care	53.9%	51.3%	49.4%	48.8%	50.0%	50.7%	51.9%	51.3%	50.0%			
%Census	40.6%	42.8%	43.3%	42.8%	40.6%	40.1%	41.2%	41.7%	40.6%			

R.: W.: R. Patrick Jacob made a motion to proceed with the MC/MOC Survey at an approximate cost of \$5k - \$8k. Brother Justin W. Franke seconded the motion which carried.

W.: Mark A. Davis presented the Operations Committee Report and moved for its adoption. Brother Justin W. Franke seconded the motion which carried.

BUDGET COMMITTEE REPORT: We report that we are currently 7.29% favorable to the budget (\$661,364k) after nine 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.: Raymond M. Ali and the motion carried.

Brother Justin W. Franke made a motion to hire a new management company for the Residences of Coffee Pot Bayou apartments. Second was made by R.: W.: Raymond M. Ali and the motion carried.

ANNOUNCEMENTS: The next Board of Trustees Meeting will be held at the Masonic Home of Florida on February 22, 2025, at 10:00 a.m.

W.: Mark A. Davis gave the Benediction and the meeting was adjourned at 10:43 a.m.

Respectfully submitted,

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

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