

**MINUTES OF THE BOARD MEETING OF THE BOARD OF TRUSTEES  
THE MASONIC HOME OF FLORIDA  
OCTOBER 19, 2024**

The Members of the Board of Trustees of the Masonic Home of Florida met in regular session on Saturday, October 19, 2024, at 10:00 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.: R. Patrick Jacob  
W.: Demetrios C. Kirkiles  
Brother Angel Sardina

**ABSENT:**

R.: W.: Jorge L. Filgueira  
R.: W.: John Paniccia

**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.: 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.: Gary J. Gamache, Sr., W.: Grand Historian; W.: Robert J. Echols, R.:R.: Grand Chaplain; R.: W.: Ben S. Schwartz, P.D.D.G.M.; R.: W.: Joseph M. Fleites, 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.; Brother David J. Marrs; W.: Frederick L. Piasecki, P.M. and President of the Resident Council; Mrs. Nancy Lee Christian; 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 10:00 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. Brother Angel Sardina 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 September 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:**

- There is currently no COVID outbreak in the facility.
- The annual flu shot clinic with Walgreens for the residents and staff is scheduled for October 22, 2024.
- Regulatory Update: There are no new updates at this time.
- Outreach Program Updates: The Outreach Program is currently undergoing revisions to provide the best comprehensive coverage for Masonic members and their families.
- The Masonic Home would like to formally thank the Filipino Travelers of Florida, Valley of Jacksonville, that came to visit the Masonic Home on September 23, 2024. We are extremely grateful for the generous donations, entertainment, food, and memories made during this time. Thank you!
- Later on September 23, 2024, the facility received notification from the Pinellas County Emergency Management that a nearby Tropical Storm was expected to become a hurricane on September 25, 2024, to be named Helene.

- Facility management immediately reviewed the preparedness plan for the expected hurricane. We were then notified by Emergency Management that facilities located in Zone A and mobile homes were to evacuate in anticipation of Hurricane Helene. The facility was not expected to evacuate during this time as it is not located in Zone A. The Masonic Home did not receive any damage related to this storm.
- The Administrator continues to meet with pharmacy providers to determine which provider would provide the best service for our residents
- Website Design: We will have more information tomorrow after a morning meeting with Ben Vaughn from AutoWeb Technologies.

Megan Gracia reported that at our last regular Board Meeting we had 76 residents in the Home. During the month of September, we had no admissions, one death, and no discharges bringing the total to 75. Of those, 26 are men and 49 are women.

**DECEASED:**

Edna Talbot, Private Pay (CT)  
Admitted: July 31, 2023

**DECEASED DATE:**

09/16/2024

With no admissions, one loss by death, and no discharges the month of September ended with 34 Assisted Living and 41 Nursing Center for a total of 75 residents.

**MAINTENANCE DEPARTMENT FAILED EQUIPMENT REPORT:** None

**SECURITY DEPARTMENT REPORT:** None

R.: W.: Raymond M. Ali made a motion to approve the Administrator’s Report as written and presented. Second was made by Brother Angel Sardina and the motion carried.

**LONG RANGE PLANNING COMMITTEE REPORT:**

- Chiller Update: Due to Hurricanes Helene and Milton we have not been able to schedule Global Environmental to clean the old chiller tubes and perform the Eddy test. We will attempt to schedule them before the end of the month.
- We evacuated the residents to Clearwater Lodge No. 127 during Hurricane Milton.
- Hurricane Milton: There was considerable damage to the grounds and some section of the Home. Three trees were lost and many large branches came down. Part of the roof over the old chiller deck failed. Half of the aluminum roof near the external generator failed, but the generator building and its roof remained intact. There was some damage to the ceilings in the two drive-through areas at the front entrance and the north driveway. The double wall exhaust for the Kewanee boiler broke above the roof line. The Residences of Coffee Pot Bayou apartments sustained damage due to roof failures in apartments 105, 106, 107, 205, 206, and 207 Photos will be taken. The flagpole in the front was damaged. The garage door is out of its track. The vinyl fence on the property was damaged. The gate in the rear of the property was damaged. The roof over the golf cart area was damaged along with the golf cart charger. There was flooding in the laundry and the extent of the damage has to be assessed. The shingle roof at the gazebo by the dock was damaged. The smoking gazebo by the employees’ entrance was damaged. There were water leaks in the Administration Office, the Bingo Room, and the Theater.
- We will be seeking three bids to replace the refrigerator in the kitchen.

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

**LEGAL ADVISOR’S REPORT:** The total funds received during the month of September from Estates and Wills was \$5,425.22, which brings the year-to-date total of funds received for the Masonic Home Endowment Fund, Inc., on behalf of Estates and Wills to \$68,936.75. During the month of September 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.: Raymond M. Ali seconded the motion which carried.

**ADMISSIONS COMMITTEE REPORT:** Two applications for Fraternal Care were reviewed for Ms. A. F. and Ms. J. S. The applications were appropriate except a few issues regarding a life insurance policy. The Admissions Committee approved both applications.

There were no new applications for Non-Resident Relief and no funds were distributed in the month of October.

There was a question raised concerning the process for applications for respite care at the Home since these applications would not be under the Fraternal Care process and the existing Private Pay process does not address the short-term circumstances of the applicant and the question of financial guarantees was raised. Guidance from the Board of Trustees is requested.

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. 1. Census:**

- 1) As of September 30<sup>th</sup>: Total of 75 residents; of which 38 are Fraternal Care and 37 are Private Pay with 24 of those being non-masonic. There are 41 residents in the SNF and 34 in the ALF from the census breakdown report.
- 2) Fiscal Year to Date: (Starts April 1<sup>st</sup>)
  - i. Admissions = 11 (1 Fraternal and 10 Private Pay)
  - ii. Discharges/Deaths = 13 (4 Fraternal and 9 Private Pay)

**2. Referral Summary:**

- 1) 88 open leads in Salesforce (45 open leads last month)
- 2) SNF-21 (10 last month)
- 3) ALF-37 (35 last month)
- 4) Private Pay, Non-Masonic 29 (13 last month)
- 5) Private Pay, Masonic 16 (8 last month)
- 6) Fraternal Care 26 (16 last month)
- 7) Undecided 17 (8 last month)
- 8) 3 applications received/approved, pending admission dates (2 ALF Fraternal Care/1 ALF Private Pay, Non-Masonic)

**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						
DOUBLE SUITE TWO OCCUPANTS	2	4	4	4	4	3						
SINGLE SUITE	7	25	27	29	27	24						
FC	20	18	19	20	18	15						
TOTAL OCCUPANCY	37	35	37	40	39	24						
SNF												
SEMI-PRIVATE	30	37	35	32	31	20						
PRIVATE	3	3	3	2	3	3						
ADDITION BED FEE	6	5	6	6	3	2						
FC	21	23	21	19	20	23						
TOTAL OCCUPANCY	39	45	44	40	37	41						

W.: Mark A. Davis presented the Operations Committee Report and moved for its adoption. W.: Demetrios C. Kirkiles seconded the motion which carried.

**BUDGET COMMITTEE REPORT:** We report that we are currently 4.48% favorable to the budget (\$406,030k) after six 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.

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ANNOUNCEMENTS:** The next Board of Trustees Meeting will be held at the Masonic Home of Florida on November 16, 2024, at 10:00 a.m.

The Chairman of the Board recognized M.: W.: Donald W. Cowart, Grand Master, who then presented W.: Guy D. Wilson, Masonic Home Resident, with his 40 Year Masonic Service Award.

W.: Mark A. Davis gave the Benediction and the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

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

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