

Robert Russell Eastern Star Masonic Center of Colorado, Inc.
House of Delegates Annual Meeting
October 20, 2018

Call to order: Ashley Buss, Chairperson, at 9:00 am

Present: Board of Trustees members: Ashley Buss, Terry Hudson, Carrie Andree, Kathy Easterday, Jim Jarvis, Mike Moore, Steve Schroeder. House of Delegates members: Jan Blankenship, Chuck Downing, Marlene Doyle, Nancy Frieburg, Karen Higginbothan, Judy Morrison, Roberta Park, Gloria Pool, Doris Schrupp, Shirley Woodward. Board of Trustees candidates: John Warren and Bart Wegner; Larry Lillo, Executive Director; Shirley Norman, Controller; Pati Sawyer-Boex, Fraternal Relations, Guy Scofield, John Swift and Phyllis Click, recording secretary.

Opening Invocation: Steve Schroeder

Welcome and Introductions: Ashley Buss welcomed those in attendance to the House of Delegates Annual Meeting. All present were asked to introduce themselves.

Approval of Agenda: A motion to accept the meeting agenda was made by Carrie Andree, second by Kathy Easterday, agenda was approved.

Approval of September 20, 2017 Meeting Minutes: A motion to accept the minutes was made by Carrie Andree, second by Kathy Easterday, minutes were approved.

Summary of ESMRC Operations for the 2017-2018 year by Larry Lillo and Pati Sawyer Boex:
The biggest challenge last year was occupancy. The average age of Eastern Star residents is 88, with thirty 90+ year olds. The average occupancy for US Assisted Living is 85% during 2017-2018 and 80% occupancy for 2018-2019. Eastern Star had an 89% occupancy last year and is currently at 80%. Cost affects where seniors choose to live. Eastern Star is a mid-price range in senior communities. 30% of residents get financial aid from their families.

The Board of Trustees is considering another building in the future to replace the Robert Russell Building. Eastern Star has an outstanding staff and a supportive board, who have managed resources well. Staff are offered a great benefit package with medical and dental insurance, 401K and Basic Life Insurance. The challenge will be to continue to manage resources and staff Eastern Star with great people.

Pati expressed "it is a privilege to work with the Eastern Star Members & Board". Over the 9 years Pati has been on staff, \$125,000 has been raised to help residents who live at Eastern Star. Several news interviews this past year have promoted Eastern Star out in the community.

Last year 154 golfers participated in the annual golf tournament at Park Hill Golf Club. Pati is looking for another location because Park Hill will no longer be able to host the tournament. Rates may increase next year to accommodate the change in venue. Some ideas are to use marketing to reduce the cost for golfers or use a tiered system so everyone can still participate.

In 2018, \$20,000 was donated to the Helping Hands Fund which assists residents in need. The GAP Fund has a balance of \$193,000, which is used for the 3-month gap when residents flip to Medicaid. Eastern Star has 26 Medicaid slots which are currently full.

Financial Committee: Kathy Easterday, chairperson

Guy Scofield, Scofield & Scofield, reported on the annual audit. The final audit review has not been issued but the Eastern Star balance sheet shows strong financial growth with 37% value in investments. There were several onetime expenses accrued last year, a boiler for the Robert Russell Building and the Ridgeline Management contract termination and lawyer fees. Expenses for the year, excluding the onetime expenses, closely match the previous year.

John Swift, Benchmark Investment Advisors, presented an investment review for the fiscal year ending June 30, 2018. ESMRC has six different investment funds, Endowment Fund, Building Fund, High Yield Fund, Average Yield Fund, Cash Equivalent Fund, and GAP Fund, each with a different purpose. John showed the performance of each fund. Each fund has been moved to less aggressive investments for the 2018-2019 fiscal year. John will be meeting with the Board of Trustees in a few weeks to do some strategic planning with each investment fund. Benchmark Investment Advisors will continue to sponsor the ESMRC Golf Tournament and Evening of Laughter.

Planning Committee: Kathy Easterday, chairperson

The Planning Committee has begun planning for the new building which will replace the current Robert Russell Building. They have explored construction and design options and where to relocate current residents during construction. These decisions will be made over the next year.

Education Committee: Carrie Andree, chairperson

The Education Committee has prepared a presentation for the next House of Delegates Quarterly Meeting, "How to stay fit when you stay indoors". Colorado Gives Day is scheduled for Tuesday, December 4th. Any donations made for ESMRC online will be matched. ESMRC Christmas Open House will be held on Friday, December 21st from 4:00 – 6:00 pm. Amazon donates 0.5% of purchases made through Smiles.Amazon to Non-Profits registered on this site. When you shop on Amazon, go to <https://smiles.amazon.com> and look for Robert Russell Eastern Star Masonic Retirement Home.

Executive Committee: Terry Hudson, chairperson

The Executive Committee was formed, after ESMRC split with Ridgeline Management, to be the go between ESMRC and the Board of Trustees. The committee is responsible for reviewing the Executive Director each year and accepting applications for the Board of Trustee members.

New Business:

Elections of Board Members for 2018-2019: Ashley Buss

Four candidates applied for the three openings on the Board of Trustees for the 2018-2019 year. The candidates were Kathy Easterday, Bob Esloo, Bart Wegner and John Warren. The current Board of Trustees met with each candidate before the annual meeting to answer any questions they might have and to make them aware of the time commitment for being a member of the Board of Trustees. Bob Esloo had to withdraw because of health concerns, leaving three candidates for the three open board positions. A motion was made to vote on the three remaining candidates. Twelve House of Delegates members were present, with the vote being unanimous. John Warren will fill a 2-year board term, Kathy Easterday and Bart Wegner will fill a 5-year board term.

Recognition of Service by the Board of Trustees Members: Ashley Buss

Ashley presented a plaque of appreciation to Gary Malara for his Board of Trustees service.

Chairperson Closing Comments: Ashley Buss

The Annual Meeting was moved to October this year to avoid scheduling conflicts with the Grand Chapter meetings in September. The Board of Trustees' goal is not to run the day to day operations at Eastern Star Masonic Retirement Campus but to get advice and feedback from the Executive Director. The financial decision to pull back from aggressive investment funds was a good decision this year. The Robert Russell Building will have many changes in the future including the chapel, but the chapel will still be part of the new building. The Board members share their opinions in all decision making but then after a decision is reached, become united as group. The transition from Ridgeline Management went well. The Board of Trustees would like input from the House of Delegates. Sharing problems is helpful but hearing good news is nice as well. Ashley asked the Delegates if they had any questions for the Board? No questions were asked at this time.

Meeting adjourned at 10:25 am.

Respectfully submitted,
Phyllis Click, Recording Secretary