

Robert Russell Eastern Star Masonic Center of Colorado, Inc.
House of Delegates Annual Meeting
October 19, 2019

Call to order: Ashley Buss, Chairperson, at 10:00 am

Present: Board of Trustees members: Ashley Buss, Terry Hudson, Kathy Easterday, Jim Jarvis, Steve Schroeder, Dick Surroz, John Warren, and Bart Wegner. Absent Board Member: Carrie Andree. House of Delegates members: Belle Blair, Phyllis Everitt, Steve Everitt, Judy Morrison, Doris Schrupp. Board of Trustees candidate: Sally Skiver; Larry Lillo, Executive Director; Pati Sawyer-Boex, Fraternal Relations, Guy Scofield, John Swift and Phyllis Click, recording secretary.

Opening Invocation: Rev. 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 John Warren, second by Kathy Easterday, agenda was approved.

Approval of October 20, 2018 Meeting Minutes: A motion to accept the minutes was made by Terry Hudson, Board of Trustees, second by Judy Morrison, House of Delegates, minutes were approved.

Summary of ESMRC Operations for the 2018-2019 year by Larry Lillo and Pati Sawyer Boex: Larry shared that ESMRC is averaging an occupancy rate of 90% with 21% of residents having a Fraternal affiliation. In the past, Fraternal affiliation was as high as 25%. Move-ins during this fiscal year were 57 with move-outs totaling 49 resulting from the need for skilled nursing care, relocating closer to family and death. ESMRC has experienced more turnover this year because seniors are coming into Assisted Living facilities later in life with more health issues. Senior Independent Facilities are very popular now. The challenge for ESMRC is to fit into the market at mid-level financially.

Pati thanked the dedicated Delegates who were in attendance for being faithful and bringing information back to their Chapters and Lodges. ESMRC has signed a new contract with Web.com to rework the website. A copy of the new Resident Video Ad has been uploaded to the ESMRC Website. Advertising is moving away from paper to web-based advertising. Pati also can track who visits our website and social media sites.

Fraternal Family meetings have declined but involvement with the residents is steady. The Masonic Christmas Party for ESMRC residents will be held at 2 pm on Saturday, December 14th.

Russell Haughey, resident at ESMRC, celebrated his 65th year of Masonry and was honored by his Englewood Lodge. Rebecca Brown is the new Life Enrichment Director and is doing a great job of getting residents involved in a variety of activities.

Last year, the annual golf tournament was held at Wellshire Golf Course. The tournament sold out 5 weeks in advance and was a success. Golfers liked the course better than courses used in previous years, but profit was less. Comedy Night this year was successful with ticket sales about 340, making it the largest audience ever. Chris Parente, Channel 2 news, was a big promoter of Comedy Night and would like to teach residents a comedy routine for next year.

Larry concluded by reporting that Martha Valdez, Resident Services Director, is training a new Memory Care Coordinator, finishing six-month resident care plans, and coordinating rounding medical services, foot and dental clinics for ESMRC residents. Optum Healthcare assists about 35 residents with their medical needs. Our Maintenance Staff completed over a 1,000 work order requests last year which keeps them constantly busy. The Housekeeping Staff keeps our facility clean and presentable for guests and visitors. Looking forward to getting the new building started in 2020.

Financial Committee: Kathy Easterday, chairperson

John Swift, Benchmark Investment Advisors, presented a review of ESMRC investments for the fiscal year ending June 30, 2019. The Summer of 2018 began a volatile time for investments with concerns of global recession. The graph, John presented, showed stocks dropping until the end of 2018 and then slowly climbing back to the investment levels of September 2018 by May 31, 2019. ESMRC has \$6 out of every \$7 invested in the US Market, only a small amount in overseas investments. Interest rates are still falling, the unemployment rate is low, so the overall market is betting on good growth for 2020. See attached investment report for details.

Guy Scofield, Scofield & Scofield, reported on the 2018-2019 annual audit. The balance sheet is growing and ESMRC is in a strong position. Assets are good and the property is undervalued in the current market. See attached Audit Report.

Kathy Easterday reported the ESMRC cash/operating account is doing well. Budget and Actuals are very close, which is where you want them to be.

Planning Committee: Kathy Easterday, chairperson

The Planning Committee meets every two weeks with the Design Build Team. There are no signed contracts yet but approaching the Final Stages. The Robert Russell building will remain untouched for now. During Phase 2, the Manor House will be repurposed. The New Assisted Living Building will attach to the Barry Building at the end of the Memory Care unit. It will have 42 units, 26 will be Medicaid apartments. Building three floors using a steel frame construction

is more economical and will allow for future changes to floor layouts without any problem. Financing is still in the process.

Education Committee: Carrie Andree

Ashley reported that Carrie Andree turned in her resignation to the Board of Trustees. The Education Committee hasn't been able to meet much this past year, but the Board will work at getting it active again.

Executive Committee: Terry Hudson, chairperson

Terry reported that the Executive Committee was newly formed this past year to be a buffer between the Board of Trustees and the ESMRC Staff. Some of their responsibilities are to renew a yearly contract with the Executive Director, resolve employee complaints and other confidential matters. Louise Bates is a consultant that has been a great asset in dealing with legal issues.

New Business:

Elections of Board Members for 2019-2020: Ashley Buss

The following candidates have applied to fill the three openings on the Board of Trustees for the 2019-2020 year, Steve Schroeder, Sally Skiver, and Dick Surroz. An additional opening was created when Carrie Andree submitted her resignation to the Board. The Board has asked Steve Davis to serve a one-year term to complete the vacancy left by Carrie. A motion was made, by Jim Jarvis, second by Terry Hudson, to vote on the four candidates. The House of Delegates members, in attendance, unanimously voted to accept all four candidates for service on the Board of Trustees. Steve Davis will fill a one-year board term, Steve Schroeder, Sally Skiver, and Dick Surroz will fill 5-year board terms.

Recognition of Service by the Board of Trustees Members: Terry Hudson

Terry Hudson presented an award to Ashley Buss for serving 10 years, 2009-2019, on the Board of Trustees.

Chairperson Closing Comments: Ashley Buss

Ashley expressed how it was an honor to serve on the Board. A great many strides have been made by the Board of Trustees during his 10 years. He hopes to remain involved.

Meeting adjourned at 11:23 am.

Respectfully submitted,
Phyllis Click, Recording Secretary