



**Robert Russell Eastern Star Masonic Center of Colorado, Inc.
Board of Trustees & House of Delegates Annual Meeting**
Doubletree Hotel by Hilton, Denver Tech Center
Magenta Room

Wednesday, September 20th , 2023

Call to order: Terry Hudson, Chairperson, at 9:00 a.m.

Welcome and Introductions: Terry welcomed all the attendees to the meeting.

Invocation: Pastor Steve Schroder

Present: Board of Trustees members: Terry Hudson, Steve Davis, Kathy Easterday, Steve Schroeder, Jaymie Vaughn, Bart Wegner, Larry Tygart , Sue Schultz, Ashley Buss, and Associate Board member Danny Tomlinson

House of Delegates members: Kathy Ashwood, Lynn Brown-Jones, Phyllis Everitt, Steve Everitt, Joe Johnson, and Rex Mortensen

Staff Members: Larry Lillo, Executive Director, Patti Hayford- Controller, Pati Sawyer-Boex – Fraternal Relations Director.

Opening Comments:

Terry asked each person in attendance to introduce themselves and the Chapters or Lodges they represent.

Approval of Agenda: A motion was presented and seconded to approve the Board of Trustees & House of Delegates Meeting Agenda for the September 20th , 2023 meeting; the motion was unanimously approved.

Approval of Last Year's Meeting Minutes: A motion was made and seconded to accept the Annual meeting minutes of the September 21st, 2022; motion was unanimously passed.

Annual ESMRC Operations Report Summary: Larry Lillo and Pati Sawyer-Boex

Larry Lillo: Larry summarized the last three years of community campus operations from when COVID initially hit the campus to where they are today. How the entire organization changed how they do business; the struggles with the occupancy over the last 3 years, the

devastation to the residents and families when the entire community was shut down and families could not see their loved ones. Larry shared with the group the difficulty of dealing with staff shortages and how N95 masks became the norm, along with COVID vaccines taking over our lives. Average occupancy for the year was 72% and we had 59 move-in's and 44 move-outs for the year. Most of the move outs were either deaths or needing a higher level of care. As of the end of August we had a census of 140 residents and our hope is that by the end of the year we will have a resident census of 150, putting us close to 90% occupancy mark. He believes the organization has weathered the storm and brighter days are ahead. The organization's financials are strong, and we look forward to another successful year in offering high quality senior services and meeting the needs of our residents.

Pati Sawyer-Boex: Pati reviewed all the successful programs, special events and fraternal family events that all the Masonic and Eastern star bodies participated in last year. The annual golf tournament had another successful year in raising over \$26,000 dollars for the campus. The Colorado Gives donations were over \$8,000 and the organization received a big donation from Humphrey's family that will be used for cultural programs, activities, and special events in the amount of \$100,000. Pati also shared with the group that she will have an opportunity to speak at the open session of the OES Annual Meeting to let all the membership know about all the good things that go on at ESMRC and how important that the OES membership continue to support the campus.

Committee Reports:

Finance Committee:

Kathy Easterday - Kathy shared with the group that the Finance Committee continues to monitor the financial operation of the organization, reviews monthly financials, receives ongoing updates from the organizations investment manager on meeting investment benchmarks and returns. They also evaluate the ongoing investment strategy of the investment program and update the investment policy to meet the needs of the organization. Kathy also continues to participate in control procedures for the bank accounts as necessary to assist with financial operations of the campus.

John Swift, Benchmark Investments – John reviewed the fiscal year 2022-2023 investment portfolio performance and market conditions. Reports were handed out to those in attendance, and he spoke about the investment returns and how it was a very successful year for the organizations investment Portfolio. He also spoke about interest rates, inflation and the projected impact of the financial markets for the coming year. He anticipates that the markets will continue to be somewhat volatile but should continue to provide financial opportunities to continue to have positive returns throughout the year.

Guy Scofield, Scofield & Scofield – Guy presented the 2022-2023 financial Audit Report; the financial statements are fairly stated, there were no financial material issues cited and that the organization is in a strong financial position moving in to the 2023-2024 fiscal year. He thanked Patti Hayford, the Controller, for her assistance in providing financial information for the audit in a timely manner to complete the audit process and how he appreciates their relationship with the organization.

Education and Outreach Committee:

Sue Schultz - Sue let the group know that she was just appointed as the Chair of the Committee and that Dick Surroz of the Board had resigned his Board position and the Chair of the committee. She reported that Kathy Easterday had developed and presented a roadshow

presentation to the OES Chapters to stimulate their interest and involvement in the Eastern Star organization. She had presented the road show to several Chapters and had received positive feedback on the presentation. Unfortunately, Dick Suroz was not able to present the road show to the lodges due to his failing health, so the committee will work on scheduling presentations in the future for both the Blue Lodges and OES Chapters. The group will continue to focus on getting more fraternal participation in activities at the community in support of the organization.

Executive Committee:

Steve Davis– No report; he shared with the group that his committee will continue to handle any organization's legal or significant personnel issues, in addition to Executive Director annual evaluation.

New Business:

ESMRC 2023-2024 Board Approved Operational Budget: Patti Hayford.

Patti reviewed the board approved 2023-2024 ESMRC operational budget from a high-level perspective for the group. Budgeted operating revenue is \$6.948m, budgeted operating expenses before depreciation is \$6.605m, resulting in operating income before depreciation and other support of \$3.43k. We are continuing to make gains in occupancy since covid and work to control expenses where possible.

Election of New Board Members: Terry Hudson

- The Board needs to elect a replacement for the board position vacated by Dick Surroz; this will be a 3-year term; and both Kathy Easterday and Bart Wegner board terms are expiring. Candidates that have submitted Board Applications for Board election consideration are; Kathy Easterday, current Board Member; Bart Wegner, current Board Member; and Sue Schultz, current Board Member, to fill out the remaining 3-year term for Dick Surroz.
- Terry asked the HOD group if there are any candidates who would also like to be added to the slate of candidates for election consideration; no candidates came forward.
- Since there were no new candidates that came forward, Terry asked the HOD group for a hand vote to elect the current slate of candidates to fill current open Board of Trustee positions; the vote was taken, and it was unanimous.

Chairperson Closing Comments: Terry Hudson

Terry Thanked the HOD Delegates and guests for coming to the Annual Board of Trustees Meeting and that the Board will continue to oversee the management of the Easter Star Masonic Campus to meet the changing needs of the seniors its serves. He hopes to see more HOD Delegates involved in supporting the organization throughout the current year and gain more involvement of the fraternal family in the programs offered.

Next House of Delegates meeting will be the Saturday, December 16th , 2023.

Meeting was adjourned at 11:00 a.m.

Respectfully submitted, Larry Lillo, Executive Director & Patti Hayford, Controller