

The Masonic Home for Children at Oxford

Executive Committee Meeting Minutes

April 23, 2026

A meeting of the Executive Committee of the Board of Directors was held on this date at 5:15 pm via Zoom.

Members Present: Chairman, Speed Hallman; Vice-Chairman, David Wicker; Secretary, Ed Moore; Treasurer, Lew Starling; Observer, Phil Johnson; Chris Allabaugh; Kristyn Butts; LuAnne Clark.

Members Absent: Grand Master, Steve Norris and Treasurer, Lew Starling

A quorum was present.

Opening and Approval of Minutes

Chairman Speed Hallman called the meeting to order and asked Secretary Ed Moore to open with prayer. Following the prayer, Chairman Hallman called for approval of the previous meeting's minutes. During discussion, Vice-Chairman Wicker expressed concern regarding the level of detail contained in the minutes and suggested that future minutes should be more comprehensive to better inform individuals who were unable to attend the meeting. Chairman Hallman acknowledged the concern and requested that David submit more specific recommendations and questions via email for consideration.

CEO Report: Chris Allabaugh

Chris Allabaugh presented the CEO report and provided updates regarding personnel and staffing matters. He reported the return of two child care worker couples and a maintenance worker from FMLA and the addition of new staff members Sharron Lowery, Residential Advisor at Flowers Cottage; Jody Hall, Residential Supervisor; and Heather Terpening as Case Manager.

Mr. Allabaugh discussed the ongoing hiring process for the Director of Development and Communications position. The current organizational chart and possible future changes to the organizational chart were discussed.

Three new CCW couples are in the process of being onboarded - one from Henderson, NC; one from PA; and one from CA.

A formal, day-long new employee orientation training was held. Several new employees were part of that training. The second Supportive Supervision training through Benchmarks NC was held. Raw data from surveys given by Benchmarks to MHCO staff regarding supervision within the agency was received and will be shared with board members. Mr. Allabaugh noted that a communications toolkit had been developed and would be shared with the Marketing Committee and the Policy & Personnel Committee. He mentioned a Supply Drive is being organized to engage lodges to help the home in a new and different way.

A rough draft of the Annual Report was included. This report will be shared with the Marketing and Vision committees. Strategic Planning materials were also shared. These will be shared with the Vision Committee as well.

Mr. Allabaugh also provided updates related to CARE. He discussed the recent on-site visit conducted by Cornell representatives where survey results and plans for implementation were discussed. He further reported that culture and climate surveys were currently being processed and that a child survey would soon be conducted.

Additional updates were discussed including revisions to housing and supervision policies. Drafts of the new policies will be shared with the Policy & Personnel Committee. Leases for employees who are living on campus were discussed. No action will be taken at the next Board Meeting so there is time to research the best way to move forward.

Mr. Allabaugh shared with the committee the successful conversion of a library space into a family visitation room. He also expressed appreciation for the staff's preparation for the upcoming Ambassador Weekend.

Mr. Allabaugh commended Ms. Clark and her team on the results of the audit, which came in as the best we could receive.

Mr. Allabaugh also mentioned his visit with Triangle North and the positive results of that visit.

Vice-Chairman Wicker asked how the transition from Supervisor/Clinicians to Case Managers was received by the employees. Mr. Allabaugh mentioned that it went very well and explained the benefits of the change. New job descriptions will go to the Policy & Personnel Committee.

Chairman Hallman mentioned a six-month check in meeting with Mr. Allabaugh and Vice-Chairman Wicker and how well it went. He also expressed appreciation for how Mr. Allabaugh handled the situation with Triangle North.

Finance Report: LuAnne Clark

LuAnne Clark presented the financial report to the committee. She reported that the organization's income remained approximately 10 percent above projections while expenses were approximately 10.5 percent below projected levels. Mrs. Clark explained that overspending within maintenance and administration categories was primarily attributable to early audit-related payments, Gala expenses, and recruiting expenses.

Mrs. Clark also discussed the operating deficit of \$6700 within the school of graphic arts department and reported the successful completion of the camera project. In addition, she informed the committee of the upcoming insurance policy renewals and announced that employee health benefits would renew at a flat rate, which she noted would be well received by staff members.

Investments are doing well. Allocation of investments will be discussed at the board meeting.

Mrs. Clark highlighted the success of the recent playground fundraising campaign, reporting that 63 gifts had been received totaling approximately \$9,000. She also discussed a new commercial that came out this month.

Vice-Chairman Wicker asked Ms. Clark about the increase in auto insurance premiums. A newer vehicle replaced an older vehicle causing the increase. He also asked about the increase in recruiting expenses. Ms. Clark mentioned that the home used Indeed more frequently than in the past and that we hired for more positions than prior years, causing an increase in expenditure.

Vice-Chairman Wicker also expressed concerns regarding the ease of purchasing gala tickets and making online donations through the organization's website. Suggestions were made to improve the user experience and simplify the donation process. Mrs. Clark agreed to work with Alvin Billings and Charlie Roberson to improve website accessibility and donor usability.

Program Updates: Kristyn Butts

Kristyn Butts presented program updates regarding resident services and staffing. She reported we currently have 53 residents in care; 43 in direct care and 10 in independent living. Our newest resident, a 14-month-old girl, was admitted last week. We have one pending referral for ILP and there is a plan for a former resident to come for the summer while she is on break from UNC.

We have three couples joining us as CCWs in the next two months.

The Baccalaureate service will be May 17. We will celebrate three high school graduates and several other grade-level promotions. We also had two residents complete certificate courses through the community college. Mrs. Butts also announced that one resident had been accepted into Governor's School and that another resident had been accepted into the Early College program.

Chairman Hallman asked Mrs. Butts how the out of state CCW applicants found us. Mrs. Butts mentioned Indeed and Houseparents.net. Mr. Allabaugh expressed appreciation for Mrs. Butts and Linda Mason in their creativity with the listing for a married couple position.

Other Business and Closing Remarks

Chairman Hallman reminded attendees of the upcoming dinner scheduled for May 7 at Ribeyes in Henderson and the board meeting on May 8.

Phil Johnson then provided closing remarks. He discussed the establishment of both a Software Development Committee and a Long-Range Planning Committee for the Fraternity and expressed optimism regarding the Home's continued growth and ongoing changes.

With no further business, the meeting was adjourned at 6:02 pm.

Respectfully Submitted,
Sara Becker
Administrative Assistant