



## Board Meeting Minutes

**Date & Time:** 7:00PM on Thursday 10<sup>th</sup> August 2023

**Location:** Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258

### Item 1 – Welcome

James Noble welcomed and thanked Directors for their attendance and opened the meeting at 6:59PM.

James and the Board welcomed both Lee Pollard and Joe Scicluna as Visitors to Karagi Court Board Meeting.

Vale for Robert Anthony Bedwell, member of Karagi Court from 2013 to 2023 and President from 2017 to 2019. The Board and Visitors held a minute silence for the passing of Robert.

### Item 2 – Apologies

Motion: The following apologies were made;

- Geoff Bown
- Ben Falconer

**Moved:**

David Levesque

**Seconded:**

Chris Matthew

### Item 3 – Conflicts of Interest

Motion: Alex Mountain declared a conflict of interest by that a work colleague will be submitting an application to FotCC with regards to funding for an Electronic LED Scoreboard for his Football Club. Application has not been sent in at the time of meeting. Alex has already discussed the press release and a date for presentation (Date TBC). Unkown when application will be submitted to FotCC.

### Item 4 – Minutes of Board Meeting

Motion: That the minutes of the previous Board Meeting held at Ourimbah RSL on Thursday 1<sup>st</sup> June 2023 be accepted.

These minutes were circulated via email on the 16<sup>th</sup> June 2023 to all Directors.

**Moved:**

Graeme Ingall

**Seconded:**

Simon Pierce

### Item 5 – Matters arising from minutes of previous Board Meeting

The following matters have arisen from minutes of previous Board Meeting;

- iPads (Shanae Williams)
  - Shanae has collected the iPads and will be made available on 9<sup>th</sup> / 10<sup>th</sup> August 2023.



**ACTION: iPads have now been issued back to all Directors less those not in attendance in this evening's meeting.**

Graeme reminded all in attendance that Directors should clear their mailbox, when possible, as too many emails will jam the server.

ii. Treasurers Duties

- Chris Mattews to produce a Job Description of Treasurers Duties.

**ACTION: Chris yet to complete this action. Carried over to next Meeting.**

iii. Secretary Duties

- Graeme Ingall to produce a Job Description of Secretary Duties.

**ACTION: Graeme yet to complete this action. Carried over to next Meeting.**

iv. Meeting Dates

- Graeme Ingall to provide Meeting Dates to Simon Pierce. On hold until Ourimbah RSL has confirmed meeting dates for 2024.

**ACTION: No action required, dates passed and communicated.**

v. Actions (bullet points) needed for completion of 2023 Annual Report

- Graeme Ingall to action as required.

**ACTION: No action required, dates passed and communicated.**

vi. Minute Template

- Graeme Ingall to forward Minute Template to Alex Mountain.

**ACTION: Minute Template in action and being tested as 'live' solution during Meeting.**

vii. Approved Donation Payments

- Approved Donation Payments as follows;

Camp Quality - \$6,000.00

Berkeley Vale Neighbourhood Centre (Fridge) - \$1,199.00

Viking Junior Rugby Club (2 Refrigerators) = \$ 3,918.50

Coast & Country Primary Care (Sleeping Bags) = \$ 1,615.91

CCLHD - Carer's Cottage (Massage Chair) = \$ 3,181.42

CCLHD – Carer's Cottage (Garden Furniture) = \$ 3,164.55

**ACTION: No action required. Furniture is waiting to be delivered.**





## Item 6 – Matters finalised (or) occurred since last Board Meeting

The following matters have been finalised (or) have occurred since the last Board Meeting held;

- i. Central Coast Surf Lifesaving Awards Evening (Saturday 3<sup>rd</sup> June 2023 at 6:00PM held at Mingara)
  - Attendees were Alex Mountain, David Levesque, Derek Crawford and Graeme Ingall.
- ii. Ourimbah RSL (Dates Lodge for 2023 / 2024) via Club Grants
  - 2023 – Thursday 28<sup>th</sup> September and Thursday 23<sup>rd</sup> November
  - 2024 – Thursday 18<sup>th</sup> January, Thursday 29<sup>th</sup> February, Thursday 11<sup>th</sup> April (AGM), Thursday 23<sup>rd</sup> May, Thursday 25<sup>th</sup> July, Thursday 26<sup>th</sup> September and Thursday 28<sup>th</sup> November.

**ACTION: Approved 1<sup>st</sup> August 2023.**

- iii. Cheque, Badges & Business Cards
  - Simon Pierce has provided presentation cheque to Graeme Ingall. For those Directors who have not yet received their Business Cards and Badges will be available at the Board Meeting.

**ACTION: Simon issued Business Cards and Name Badge to all Directors in attendance.**

- iv. iPads (Shaene Williams)
  - Work on Directors iPads have been completed.
  - Shaene will connect the Square to an iPad enabling collection of monies from cards at 1.9%
  - iPads will be available on 9<sup>th</sup> August and will be available for Board Meeting

**ACTION: No action required; iPads issued to all Directors in attendance. iPad can only be updated to ISO 12. Does not work with a square.**

**Chris Matthews and Graeme Ingall agreed to purchase a Samsung Android phone (value of up to \$350.00) which allows for banking apps to work making it easier for transactions. If a cheaper one can be sourced that will be the alternative.**

**Moved:**

Graeme Ingall

**Seconded:**

Simon Pierce

## Item 7 – Correspondence (From 17<sup>th</sup> May to 2<sup>nd</sup> August 2023)

- i. The following correspondence was received (INWARDS);

17.05.23 J. Scicluna - Application from Bateau Bay Neighbourhood Centre  
17.05.23 Fortunity - Budget update  
21.05.23 B. Galvin - Shirley Shuttle article  
21.05.23 B. Galvin - Shirley Shuttle receives 2 vehicles  
22.05.23 A. Mountain- Shopify supports charities if selected.



22.05.23 S. Pierce - Will support action if taken  
23.05.23 Postmaster - Delivery delayed to G. Bown.  
23.05.23 E. Faulkner - Application from Vikings Rugby Club  
23.05.23 S. Pierce - Error discovered - Updated application form for Directors  
23.05.23 S. Pierce - Draft Media release – Shirley Shuttle  
25.05.23 G. Bown - Updating Media release  
25.05.23 A. Mountain- Newsletter Q2  
26.05.23 D. Dean - Requested application form for Manno Men's Shed  
26.05.23 S. Pierce - Options re presentation cheque & name badges  
26.05.23 Postmaster - Delivery delayed to David Levesque  
26.05.23 Postmaster - Delivery delayed to G. Bown  
26.05.23 Postmaster - Delivery delayed to C. Matthews  
26.05.23 Postmaster - Delivery delayed to S. Pierce  
26.05.23 A. Mountain- discussion on name badges & presentation cheque  
26.05.23 G. Bown - Confirmation of Board attendance  
26.05.23 C. Matthews- Options – Name badges & presentation cheque  
26.05.23 C. Matthews- Confirmation of Board attendance  
27.05.23 Postmaster - Delivery delayed to S. Pierce  
27.05.23 J. Scicluna - Thanks for acknowledgement of application form  
28.05.23 D. Levesque- Confirmation of Board attendance  
28.05.23 D. Levesque- Options – Names badges & presentation cheque  
29.05.23 Postmaster - Unable to deliver to G. Ingall – iCloud  
29.05.23 Postmaster - Unable to deliver to C. Matthews  
29.05.23 Postmaster - Unable to deliver to G. Bown  
29.05.23 Postmaster - Unable to deliver to S. Pierce  
29.05.23 D. Dean - Received application  
29.05.23 J. Noble - Reviewed Minutes – 1 change  
30.05.23 Directors - Minutes 25 May  
30.05.23 Postmaster - Delivery delayed to J. Noble  
30.05.23 Directors - Agenda 1 June  
30.05.23 Postmaster - Delivery delayed to D. Levesque  
30.05.23 Postmaster - Deliver delayed to G. Ingall  
31.05.23 M. Aguanta - Subscription 2023  
31.05.23 Macquarie - Possible spams  
31.05.23 M. Healey - Square reader reads \$ 132.00  
31.05.23 C. Matthews- New 2023 Director's expense form  
01.06.23 J. Noble - Berkeley Vale NC disclaimer form & bank details  
01.06.23 J. Noble - C&C Primary Care (HOTS) – banking details  
01.06.23 J. Noble - Camp Quality banking details  
01.06.23 G. Bown - Confirmed Camp Quality arrangement with Ocean Beach Caravan Park  
01.06.23 Directors - Agenda to iCloud  
01.06.23 Postmaster - Delivery delayed to G. Bown  
01.06.23 Postmaster - Delivery delayed to C. Matthews  
01.06.23 Postmaster - Delivery delayed to D. Levesque  
01.06.23 Postmaster - Delivery delayed to J. Noble  
02.06.23 Postmaster - Unable to delivery to C. Matthews  
02.06.23 Postmaster - Unable to deliver to J. Noble  
02.06.23 Postmaster - Unable to deliver to D. Levesque  
02.06.23 S. Pierce - Request for 2023 / 2024 meeting dates





02.06.23 A. Mountain - Information re Westpac iPhone apps  
03.06.23 G. Bown - photos for website – CC Bulldogs  
04.06.23 Postmaster - Unable to deliver to D. Levesque – spam  
04.06.23 Postmaster - Unable to deliver to J. Noble – spam  
04.06.23 G. Bown - Events – Narara miniature Trains – fund raising  
04.06.23 G. Bown - Events – CC Bulldogs  
05.06.23 J. Noble - Finalising – Bay Viking Rugby Club  
05.06.23 J. Noble - Request from HOTS for a presentation date  
05.06.23 J. Noble - Request from Bay Vikings for a presentation date  
05.06.23 S. Pierce - Request collection if iPad for Shanae  
05.06.23 J. Savage - Newcastle Permanent Community package  
06.06.23 C. Simmons - UON request to become involve in scholarship programme  
07.06.23 T. Fung - Tyro update  
07.06.23 T. Covi - CCLHD banking details  
07.06.23 T. Covi - A thank you  
08.06.23 Postmaster - Delivery delayed to G. Ingall  
08.06.23 Postmaster - Delivery delayed to D. Levesque  
08.06.23 Postmaster - Delivery delayed to S. Pierce  
08.06.23 R. McGarry - UGL don't issue receipts  
08.06.23 B. Falconer - Completed application form for membership  
08.06.23 A. Mountain- Options – Names badges & presentation cheque  
09.06.23 S. Pierce - Name badges  
09.06.23 Postmaster - Delivery delayed to D. Levesque  
09.06.23 Postmaster - Delivery delayed to G. Bown  
09.06.23 S. Pierce - Any request for business cards  
09.06.23 S. Williams - Re iPads  
09.06.23 Postmaster - Delivery delayed to G. Bown  
09.06.23 Postmaster - Delivery delayed to S. Pierce  
09.06.23 Postmaster - Delivery delayed to D. Levesque  
09.06.23 D. Levesque- Order business cards  
09.06.23 A. Mountain- As per order  
10.06.23 B. Galvin - Do we require an invoice \$ 2,080.00  
11.06.23 Postmaster - Unable to deliver to D. Levesque  
11.06.23 Postmaster - Unable to deliver to J. Noble  
13.06.23 J. Noble - Review minutes  
14.06.23 S. Pierce - Review of cards ordered  
14.06.23 Connecting Up - Connecting Up programme  
14.06.23 J. Noble - Badges fine  
14.06.23 Postmaster - Delivery delayed to D. Levesque  
14.06.23 C. Matthews- Any reports from Tyro  
15.06.23 AcNc - 2022 Annual Report uploaded  
15.06.23 A. Thompson - 2022 Annual Report & AIS forwarded to AcNc  
15.06.23 AcNc - 2022 AIS uploaded  
15.06.23 A. Thompson - Confirmation statement from AcNc  
16.06.23 NAB - On line statement available  
19.06.23 J. Noble - Confirming costs – CCLHD Carer's Cottage  
19.06.23 A. Mountain- Confirming payment to CCLHD  
19.06.23 S. Pierce - Confirming payment to CCLHD  
19.06.23 C. Matthews- Confirming payment to CCLHD



19.06.23 C. Matthews- Tyro  
19.06.23 G. Bown - Confirming payment to CCLHD  
19.06.23 G. Bown - Received minutes – 1 June  
20.06.23 J. Scicluna - Allowah House – are we able to assist  
**20.06.23 J. Noble - Allowah House - To be discussed at next Board Meeting**  
20.06.23 J. Scicluna - Answer received with thanks  
26.06.23 J. Noble - Payment made to CCLHD – Carer's Cottage  
**26.06.23 P. Edwards - Contact & arrange a date**  
**27.06.23 J. Scicluna - The Entrance Preschool Kindergarten application**  
27.06.23 J. Jurzak - Thanks for payment – CCLHD Carer's Cottage  
**28.06.23 B. Galvin - Invitation to attend functions – 27 September & 11 November**  
29.06.23 T. Covi - Thanks – arrange presentation  
29.06.23 C. Simmons - UON request for scholarship  
04.07.23 J. Scicluna - Photo of refrigerator from Bateau Bay NC  
04.07.23 J. Scicluna - Photo of part of food donation to Shoebox Revolution  
04.07.23 J. Scicluna - The Entrance Preschool Kindergarten application + photos  
04.07.23 J. Scicluna - Further information on above  
04.07.23 P. Gill - Invoice from APM Graphics – Business cards & badges  
06.07.23 T. Moore - Receipt for items at Carer's Cottage  
07.07.23 J. Noble - Meeting 27 July Cancelled  
07.07.23 G. Bown - Away until 17/08  
07.07.23 C. Matthews- Okay – need an answer on a Square  
13.07.23 C. Matthews- Soxs & Soup presentation – 27 July  
13.07.23 J. Noble - Away  
14.07.23 Fortunity - Latest tax deductions  
15.07.23 D. Levesque- Able to attend – Soxs & Soup  
18.07.23 J. Noble - Suggested date – 10 August  
18.07.23 D. Levesque- Updated membership directory  
19.07.23 S. Pierce - Acceptance of suggested Board meeting date  
19.07.23 G. Bown - Unable to attend Board Meeting – 10 August  
25.07.23 A. Mountain- Possible conflict of interest  
25.07.23 C. Matthews- Further information required by NAB. DONE  
25.07.23 C. Matthews- Reply to request by DGIW  
27.07.23 Club Grants - Received your application for use of room  
28.07.23 T. Appo - Received 2022 Annual report & will arrange dates for 2023 / 24  
01.08.23 Club Grants - Dates for 2023 / 2024 approved.  
02.08.23 C. Matthews- Shaun Farrell requests a meeting with Finance Meeting

ii. The following correspondence was received by post;

**Date TBC Application from Mannos Men Shed**

iii. The following correspondence was dispatched (OUTWARDS);

16.05.23 J. Noble - Grant application – Bateau Bay NC  
16.05.23 J. Scicluna - Forwarded application to Charity Officer  
21.05.23 Directors - Shirley Shuttle 15-year celebration  
21.05.23 M. Healey - Details for transfer of money to NAB  
22.05.23 Directors - Save money with Little Phil



- 23.05.23 Directors - Agenda 25 May
- 23.05.23 E. Faulkner - Advising haven't received application
- 23.05.23 S. Pierce - Correction to media release
- 24.05.23 M. Aguanta - Please pay 2023 subscription
- 24.05.23 Directors - Membership Directory
- 26.05.23 Directors - Board Meeting – 1 June
- 29.05.23 D. Dean - Application form – Manno men's Shed
- 29.05.23 J. Noble - Costs re Carer's Cottage
- 29.05.23 S. Pierce - Re Postmaster messages
- 29.05.23 J. Noble - Please minutes before forwarding
- 30.05.23 Directors - Minutes – 25 May
- 30.05.23 Directors - Agenda 1 June
- 31.05.23 M. Healey - Received funds to NAB
- 31.05.23 D. Levesque- M. Aguanta has paid subscription
- 01.06.23 Directors - Re-sending agenda 1 June
- 02.06.23 Directors - Re Westpac app from A. Mountain
- 04.06.23 S. Pierce - Suggested date for 2023 / 2024 Board meetings
- 05.06.23 C. Matthews- Request to pay Narara miniature trains - \$ 510.00 – 08.06.23
- 06.06.23 C. Matthews- Request to pay Masonicare \$ 1,040.00 – Shirley Shuttle
- 06.06.23 T. Fung - Request Tyro update
- 08.06.23 T. Covi - Received Carer's Cottage applications
- 08.06.23 B. Falconer - Joining application received
- 09.06.23 S. Pierce - Badge preference
- 09.06.23 Directors - Wh0 requires business cards
- 09.06.23 S. Williams - Forwarded Postmaster information
- 11.06.23 S. Williams - Forwarded another Postmaster information
- 12.06.23 J. Noble - Check minutes – 1 June
- 13.06.23 T. Fung - Update please
- 14.06.23 S. Pierce - Artwork excellent
- 15.06.23 A. Thompson - Thanks for audit report & AIS to AcNc
- 15.06.23 C. Matthews- Have you heard from Tyro
- 16.06.23 Directors - Minutes 1 June
- 16.06.23 T. Fung - All is well
- 20.07.23 C. Matthews- Invoice from APM Graphics – business cards & badges
- 25.07.23 C. Matthews- Discussion of reply to DGIW
- 28.07.23 T. Appo - Advising lodging of 'use of room' under Club Grant & 2022 Annual Report
- 29.07.23 C. Matthews- Incorrect service charge on square Not 1.4%; 1.9%
- 30.07.23 B. Galvin - Reply to email dated – 28.06.23
- 31.07.23 Directors - Email from B. Galvin – Invitation to participate
- 31.07.23 P. Edwards - Reply to her email – 26.06.23
- 31.07.23 Directors - Advising of Board meeting – 10 August

No other additions made with regards to correspondence during the Meeting.

Items highlighted in yellow were discussed at the Board Meeting. See below and other Items for decisions and discussions made.

- iv. Newcastle Permanent Community Package





It was discussed what the Community Package consisted of and all Directors agreed that it did not apply to Karagi Court.

v. Connecting Up Programme

Graeme Ingall explained about the programme and it was decided that we should proceed with a login allowing all Directors of Karagi Court access to licencing for a discounted rate. This was on the condition that it would be used for Directors and Karagi Court work only. It was agreed that it would be a wise idea to proceed especially for future discussions around IT and hardware (such as laptops) to have access to discounted licencing.

vi. Barb Gavin – Future Invitations

Dates to be confirmed with Barb and the Board.

**Moved:**

Chris Matthews

**Seconded:**

Alex Mountain

### Item 8 – Treasurers Report

The following Treasurers Report was made by Chris Matthews.

Chris Matthews handed all Directors and Visitors a hard copy of Karagi Court Accounts during the Meeting.

i. The following ratification of payments were made from 23<sup>rd</sup> May to 31<sup>st</sup> July 2023;

**Expense Account: 650-000 9881 82800 (Newcastle Permanent)**

<u>Date:</u>	<u>Chq No.:</u>	<u>To Whom:</u>	<u>Amount: \$</u>
26.05.23	Oska	G. Bown – Director's expenses	326.25
26.05.23	Oska	S. Pierce – Director's expenses	110.00
26.05.23	Oska	C. Matthews – Director's expenses	438.00
26.05.23	Oska	G. Ingall – Director's expenses	1,005.88
26.05.23	Oska	J. Noble – Director's expenses	65.00
26.05.23	Oska	D. Levesque – Director's expenses	222.00
26.05.23	Oska	A. Mountain	126.00
05.06.23	Oska	S. Pierce – Director's expenses	151.60
05.06.23	Oska	C. Matthews – GLE Ties	217.71
05.06.23	Oska	C. Matthews – Director's expenses	97.00
05.06.23	Oska	D. Levesque – Director's expenses	71.00
05.06.23	Oska	S. Pierce – Director's expenses	105.00
05.06.23	Oska	A. Mountain – Director's expenses	54.00
05.06.23	Oska	J. Noble – Director's expenses	72.00
05.06.23	Oska	G. Ingall – Director's expenses	54.00
05.06.23	Oska	G. Bown – Director's expenses	108.00
29.07.23	Oska	NAB 30 167 5247	100.00





**Charity Account: 650-000 9861 17706 (Newcastle Permanent)**

Date:	Method:	To Whom:	Amount: \$
05.06.23	Oska	Camp Quality – vouchers	6,000.00
05.06.23	Oska	C&C Primary Care (HOTS) – sleeping bags	1,615.91
05.06.23	Oska	Berkeley Vale NC – refrigerator	1,199.00
05.06.23	Oska	Bay Viking Rugby Club – refrigerator (2)	3,918.50
26.06.23	Oska	CCLHD – Carer’s Cottage – garden furniture	3,164.55
26.06.23	Oska	CCLHD – Carer’s Cottage – massage chair	3,181.42

**Tap & Go Account: 082-356 30-144-0974 (NAB)**

Date	Method:	To Whom:	Amount: \$
16.05.23	Oska	Lodge Toukley Installation	50.00
08.06.23	Oska	Narara Miniature Trains	510.00
08.06.23	Oska	Masonicare	1,040.00
13.07.23	Oska	D. Young – BBQ costs	400.00
29.07.23	Oska	D. Young – TCCL Installation	100.00
29.07.23	Oska	Transfer to 30 167 5247	100.00

ii. Confirmation of Bank Accounts & Investments;

31.07.2023 – Expense Account – 650-000 9881 82800 – Balance = \$ 2,003.80  
31.07.2023 – Charity Account – 650-000 9861 17706 – Balance = \$ 101,045.43  
31.07.2023 – D 21 Account – 082-356 30-167-5247 Balance = \$ 200.00  
31.07.2023 – Tap & Go Account – 082-356 30-144-0974 Balance = \$ 52.48

**All Directors must have their expenses approved by the Board before payment can be made to the Treasurer.**

iii. Directors Expenses. All expenses. Expense sheet and receipts must be received by the Treasurer before the Board Meeting. Expenses as follows;

Director	Expense Amount Owed (\$)
James Noble	-
Chris Matthews	\$743.88
Graeme Ingall	\$161.60
Geoff Brown	-
David Levesque	\$37.04
Alex Mountain	-
Simon Pierce	\$71.42

The Board agreed to the payments above and those Directors listed shall be reimbursed.

iv. Finance Committee Meeting with Shaun O’Farrell

i. On the 2<sup>nd</sup> of August 2023 Shaun O’Farrell requested a meeting. The Board is to agree on a date.



**ACTION:** Meeting organised for 11AM Wednesday 16<sup>th</sup> August 2023 at Fortuity with David Levesque, Graeme Ingall and Jim Noble.

**ACTION:** Confirmation of account statements and requires review – Chris Matthews & Graeme Ingall to review and provide clarification. NAB statements do not match up to records.

Motion: "That the Treasurers Report be received and adopted including ratification of payments made, and approval of payments to Directors and Members, if any".

**Moved:**

Chris Matthews

**Seconded:**

Graeme Ingall pending review of account discrepancy

### Item 9 – Committee Reports

The following Reports were made;

A) Charity Committee (James Noble)

i. HOTS (Coast & County Primary Care) – Aaron Cannon

Presentation date – pictures and story.

**ACTION:** James to get in touch to organise a presentation date and time. Action carried over to next Board Meeting. Proposed to make presentation after 17<sup>th</sup> August 2023.

Action carried from correspondence (INWARDS) dated 05.06.23

ii. The Bay Viking Rugby Club

Presentation date – pictures and story.

**ACTION:** Jim to get in touch to organise a presentation date and time. Action carried over to next Board Meeting.

Action carried from correspondence (INWARDS) dated 05.06.23

iii. Cenotaph RSL – Patsy Edwards

**ACTION:** Graeme has been in touch with Patsy to organise a presentation date and time. Action carried over to next Board Meeting.

Action carried from correspondence (INWARDS) dated 26.06.23

iv. CCLHD (Carers Cottage) – Tia Covi

**ACTION:** Tia is away. Nothing to report or action for this item. Still waiting for garden furniture to arrive from supplier.



v. Camp Quality

**ACTION:** James to get in touch to organise a presentation date and time. Action carried over to next Board Meeting.

vi. CCSLs – Jon Harkness

Jon has requested a date to have a catch-up.

**ACTION:** Grame to organise a date to meet with Jon during Business Hours (Mon – Fri) 9PM to 5PM. Jim proposed week commencing Monday 28<sup>th</sup> August 2023 but TBC. Other Directors would like to attend based on availability.

vii. Brisbania Public School – Annette Parrey

Arrange presentation cheque and photos with Annette Parrey.

**ACTION:** Graeme to organise a date and time to present to Annette Parrey. Date TBC.

viii. CCKIN Race Day – Saturday 4<sup>th</sup> November 2023

**ACTION:** Deposit has now been made. Payment of \$1,300.00 will be due shortly to CCKIN. Invoice to follow. Next Business Meeting is to organise and finalise how many people will attend from Karagi Court and other Members.

B) Charity Committee (James Noble) - Applications to be discussed / actioned;

- i. The Entrance Preschool Kindergarten  
Address: 25-27 Norberta Street, The Entrance  
Application for:

Request	Cost (\$)	Total (\$)
Building Blocks, Stone Wall Blocks, Gian Building Blocks and Textured Cushions	\$2,771.57 inc. GST	\$2,771.57 inc. GST
Garden Seat, Table & Bench and Outdoor Seating	\$3,835.58 inc. GST	\$3,835.58 inc. GST
	Total (inc. GST)	\$6,607.15
	Donation	\$1,000.00
	Total Cost (Karagi Court)	\$5,607.15

**ACTION:** James moved if the above should proceed. Directors approved and agreed.

**Action carried from correspondence (INWARDS) dated 27.06.23**

- ii. The Manno Men's Shed  
Address: 43 Warwick Street, Mannering Park  
Application for:

Request	Cost (\$)	Total (\$)
750W Metal Cutting Bandsaw (MCB-181)	\$1,799.00	\$1,799.00





	GST	\$163.55
	Cost (inc. GST)	\$1,799.00
	Donation	\$200.00
	Total Cost (Karagi Court)	\$1,599.00

**ACTION:** James moved if the above should proceed. Directors approved and agreed.

**Action carried from correspondence by post (INWARDS).**

- iii. Allowah House, East Gosford  
Address: TBC  
Application for:

Allowah House is a Women's refuge which assists women over 55 years who are either homeless or escaping from domestic violence. After spending some time at the refuge where their situation is stabilised, they are found accommodation. However, there is a problem – they usually have no furniture – bed, table & chairs, fridge, etc. The refuge likes to assist to the value of \$ 2,000.00 for the individuals to purchase their furniture.

The refuge is co-ordinated by Pacific Link Housing.

**ACTION:** The Board has decided that whilst we would like to assist, unfortunately, the requirements falls outside of our Board Notes and therefore we cannot assist with the request. The Applicant is also being funded elsewhere via Government sources. The decision was made to deny the application.

**Action carried from correspondence (INWARDS) dated 20.06.23**

**C) Website / Social Media / Publicity Committee (Simon Pierce)**

- i. Simon issued all Directors present with Business Cards and Name Badges. The Board thanked Simon for getting these made.
- ii. No major releases but the Shirley Shuttle release was very popular in terms of hits.
- iii. Discussion of using a Karagi Court QR Code for interested parties to view what we do.
- iv. Discussion was raised of posting press releases on Facebook especially local pages for areas around the Central Coast.

**ACTION:** Simon to identify how to share Social Media posts automatically when posting for maximum exposure. Simon to report back next Board Meeting with follow up.

**D) Membership Committee (David Levesque)**

- i. Current Membership = 42
- ii. New Members = Ben Falconer
- iii. Vale = Robert Bedwell
- iv. Current Unfinancial Members = J Carey, M Sharpe and S Woods



### Item 10 – General Business

- i. Motion: “That invitation to join be forwarded to the following persons”.
  - No persons were nominated to join.
- ii. Any further General Business
  - Graeme Ingall to investigate offer of Directors having access to multiple software applications as a registered charity. It was moved by Chris Matthews and seconded by Alex Mountain.

Graeme Ingall to action and sign Karagi Court to the offer to be used for future laptops for Karagi Court Directors.
  - James mentioned the recent email that was distributed advertising for membership and positions of Directors and how effective this was. James thanked those involved.

The success of this resulted in Lee Pollard and Joe Scicluna wishing to become Directors of the Board.
  - Discussion on iPads was brought up. It was discussed that if we need iPads and our Karagi Court emails as Business Meeting Minutes and Agendas are being sent and used on personal electronic devices.

Recommendations or suggestions would be most welcomed from all to provide their opinions.

### Item 11 – Meeting Closed

James Noble declared the meeting closed at 9:00PM

### Item 12 – Next Board Meeting

The next Board Meeting will be on Thursday 28<sup>th</sup> September 2023 held at Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258 at 7:00PM.

The Board would like to extend a warm welcome to Directors, Members and any Visitors.

Graeme Ingall  
Secretary / Director  
Karagi Court Limited  
Dated: Thursday 10<sup>th</sup> August 2023