



Board Meeting Minutes

Date & Time:	Thursday 25 th July 2024 7:00PM
Location:	Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258
Attendees:	Jim Noble, Graeme Ingall, Chris Matthews, Alex Mountain, David Levesque, Ben Falconer, Leigh Pollard and Andrew Kfoury

Item 1 – Welcome

The President Jim Noble declared the meeting open at 7:03pm and welcomed all Directors.

Item 2 – Apologies

Apologies given from Simon Pierce.

Motion:	"That those apologies (if applicable) be accepted"				
Moved By:	Alex Mountain	Seconded:	Andrew Kfoury	Carried	Yes / No

Item 3 – Conflict(s) of Interest

On any matters contained in the agenda, are there any person(s) who has, or, perceived conflict of interest?
No conflicts of interest were raised.

Item 4 – Minutes of Previous Board Meeting

The Minutes of the previous Board Meeting held on Thursday 30th May 2024 held at Ourimbah RSL have been distributed to all Directors via email on 30th May 2024 created and sent by Alex Mountain.

Adjustments required to previous minutes. Email to clarify the points required and the minutes can be adjusted and resent.

Motion:	"That the minutes of the previous Board Meeting be accepted"				
Moved By:	Alex Mountain	Seconded:	Jim Noble	Carried	Yes / No

Item 5 – Matters Arising from the Previous Board Meeting / Previous Minutes

The following items have arisen from previous Board Meetings / Previous Minutes and are yet to be confirmed;

i. CCLHD – Carers Cottage & Childrens Ward (Graeme Ingall).

Action: Date for presentation set for 25th July 2024. Media release required and sent to Simon.

ii. Payments Made (Chris Matthews).

Action: The following payments have been actioned / made;

Toukley Neighbourhood Centre - \$1,876.00 for 2 x Laptops
Central Coast Bulldogs - \$1,000.00 for donation of food items
Central Coast Kids in Need - \$5,000.00 for the 'Born to Live' programme





iii. Central Coast Kids in Need Race Day (Chris Matthews).

Action: Date of event Saturday 9th November at Wyong Race Club. Names to be submitted ASAP.

iv. 2024 / 2025 Board Meeting Dates (Graeme Ingall).

a) 2024

Thursday 25th July 2024
Thursday 26th September 2024
Thursday 28th November 2024

b) 2025 (TBC – Graeme has sent the requirement, waiting for a reply to confirm)

Wednesday 19th February 2025
Thursday 3rd April 2025 (AGM)
Thursday 22nd May 2025
Thursday 24th July 2025
Thursday 25th September 2025
Thursday 27th November 2025

v. Stubby Holders (Simon Pierce).

Action: Simon has forwarded the designs and colours. Outcome at this stage is unknown. Further ideas required on what items to purchase (umbrellas, penguins etc.) Graeme to discuss with Simon.

vi. Newcastle Permanent Bank Accounts x 3 (Graeme Ingall).

Action: Process is underway. A motion needs to be presented.

a. BSB: 650-000 Club Account (Expenses Account) 9881 828000 (Expenses Account) and Business Cash Management Account (Charity Account) 9861 17706 (Charity Account)

- Current signatories are Chris Matthews, Graeme Ingall, Geoff Bown, James Noble and Simon Pierce.
- Current digital signatories are Chris Matthews, Geoff Bown and Graeme Ingall.

b. Motion that the signatories on all Newcastle Permanent Bank accounts as above be Chris Matthews, James Noble, Graeme Ingall, Simon Pierce and Alex Mountain with any two of the above to sign

c. Only Chris Matthews and Graeme Ingall to be permitted to make EFT payment(s).

d. Geoff Bown be removed as signatory from all accounts.

Moved: Graeme Ingall

Seconded: Chris Matthews

Motion: That the following accounts held at Newcastle Permanent to be altered to the following;



e. BSB 650-000 Term Deposit 560 509 008

The following signatories remain Christopher William MATTHEWS; Simon PIERCE and Graeme Kenneth INGALL.

Following signatures to be added James Arthur NOBLE and Alex John MOUNTAIN. Any 2 to sign.

f. BSB 650-000 Club Account (Expenses Account) 9881 82800

The following signatories remain Christopher William MATTHEWS; Graeme Kenneth INGALL; Simon Pierce and James Arthur NOBLE.

Following signature to be added Alex John MOUNTAIN. Any 2 to sign and all signatories be able to conduct electronic transfer of monies.

Signature to be removed Geoffrey Burnett BOWN.

g. BSB 650-000 Business Cash Management Account (Charity Account) 9861 17706

The following signatories remain Christopher William MATTHEWS; Graeme Kenneth INGALL; Simon Pierce; & James Arthur NOBLE.

Following signature to be added Alex John MOUNTAIN. Any 2 to sign and all signatories be able to conduct electronic transfer of monies.

Signature to be removed Geoffrey Burnett BOWN.

Moved: Graeme Ingall

Seconded: Chris Matthews

vii. ASIC Update – Adrian Thompson (Graeme Ingall).

Action: Follow up with regards to including Andrew Kfoury added to the ASIC Register.

viii. Finance Committee and WRAP Accouns – Shaun O’Farrell (Graeme Ingall).

Action: Email to Shaun with the information with forms forwarded to Jim Noble to complete upon return of leave and book appointment.

Motion:	"That the minute actions taken to be accepted"				
Moved By:	Graeme Ingall	Seconded:	Leigh Pollard	Carried	Yes / No





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

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

i. iPads (Graeme Ingall).

Action: These have been reissued. Andrew must complete instructions involving Geoff Bown.

ii. 2024 SLSCC Excellence Awards – Mingara Recreation Club Saturday 15th June 2024 (Alex Mountain).

Action: Attendees were Alex Mountain, Ben Falconer and David Levesque. Media release has been completed and published.

iii. Over 50ies Club Presentation – Over 50ies Club Sunday 21st July 2024 (David Levesque).

Action: Attendees were David Levesque, Ben Falconer, Graeme Ingall and Leigh Pollard. Apologies from Alex Mountain. Graeme to provide Simon with media report submitted for release.

iv. Toukley Neighbourhood Centre – Tuesday 4th June 2024 (Graeme Ingall).

Action: Media release has been completed and published.

v. Manno Men Shed (Simon Pierce).

Action: Has a media release been published yet? Yes media release has been made and published.

vi. Central Coast Bulldogs Presentation – Budgewoi Soccer Club Saturday 6th July 2024 (Graeme Ingall).

Action: Graeme to forward media report to Simon for release.

vii. Reinvestment of TD Accounts (Chris Matthews).

Action: 2nd April the TD held at Newcastle Permanent was reinvested for 4.6% and maturing on 5th October 2024.

viii. Wind Jackets (Simon Pierce / Graeme Ingall).

Action: Jackets for D Williams, E Gibbs, D Crawford and A Kfoury have been bought and delivered.

ix. Smith Family at WMC (Graeme Ingall).

Action: When completed will be forwarded to Simon for release.

Motion:

“That the actions taken between Board Meetings be accepted”

Moved By:

Ben Falconer


Seconded:

David Levesque

Carried

Yes / No

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 @freemasonsCC.org



KARAGI COURT
LIMITED

Item 7 – Correspondence

The correspondence received and outgoing as stated in the Board Meeting Agenda.

Action(s) to be discussed at Board Meeting;

David Levesque – Follow up with Christmas Hampers with Toukley Neighbourhood Centre.

Motion:

“That all correspondence be accepted”

Moved By:

Chris Matthews

Seconded:

Leigh Pollard

Carried

Yes / No

Promoting Freemasonry on the Central Coast through community action, charitable relief and the advancement of education.

Karagi Court Limited (ABN: 92 002 044 500) trading as Freemasons on the Central Coast.



FREEMASONS
ON THE CENTRAL COAST



Item 8 – Treasurers Report

The Treasurer handed all Directors a hard copy of Karagi Court Accounts during the Board Meeting.

i. The following ratification of payments were made from 26th May – 14th July 2024;

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

Date:	Chq No.:	To Whom:	Amount: \$
25.05.24	Oska	G&J Kearne (Good Gear) – 4 Wind Jackets	242.00
31.05.24	Oska	D. Levesque -Board meeting	75.00
31.05.24	Oska	A. Mountain – Board Meeting	55.00
31.05.24	Oska	S. Pierce – Board Meeting	110.00
31.05.24	Oska	C. Matthews – Board meeting	91.00
31.05.24	Oska	J. Noble – Board Meeting	70.00
31.05.24	Oska	G. Ingall – Board Meeting	55.00
31.05.24	Oska	L. Pollard – Board Meeting	70.00
31.05.24	Oska	B. Falconer – Board Meeting	69.00
31.05.24	Oska	J. Noble – Director’s Expenses	26.00
31.05.24	Oska	C. Matthews – Director’s Expenses	345.60
31.05.24	Oska	G. Ingall – Director’s Expenses	988.75
31.05.24	Oska	D. Levesque – Director’s Expenses	55.20

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

Date:	Method:	To Whom:	Amount: \$
08.06.24	Oska	Long Jetty Over 50’s – Keyboard & S. Equip.	3,634.95
08.06.24	Oska	CCKIN – ‘Born to Live’ programme	5,000.00
22.06.24	Oska	CC Bulldogs – Food programme – Biker’s Hand	1,000.00

Appendix D – Term Deposit: 650-000 560 509 008 (NP)

22.04.24		4.60%	Matures – 05 October 2024	50,000.00
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Appendix E - Holding Account: 082-356 30-167-5247 (NAB)

09.07.24	Oska	Transfer to 30-144-0974	3,000.00
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Appendix F - Tap & Go Account: 082-356 30-144-0974 (NAB)

Date	Method:	To Whom:	Amount: \$
03.07.24	Oska	G. Ingall – Raffle costs	22.43
03.07.24	Oska	Transfer to 30-167-5247	1,256.47
09.07.24	Oska	Masonicare – Smith Family	3,000.00
15.07.24	Oska	Masonicare – CCLHD – Children’s Ward – GH	3,000.00



ii. Confirmation of Bank Accounts and Investments;

Account Type	BSB	Account #	Balance Date	Balance Amount (\$)
Expense Account	650-000	9881 82800	16 th July 2024	\$2,716.20
Charity Account	650-000	9861 17706	16 th July 2024	\$49,199.90
Term Deposit	650-000	560 509 008	16 th July 2024	\$50,000.00
Holding Account	082-356	30 167 5247	16 th July 2024	\$970.53
Tap & Go Account	082-356	30 144 0974	16 th July 2024	\$9.52

iii. Directors Expenses

- a) All Directors must have their expenses approved by the Board before payment can be made by the Treasurer. All expenses (expense sheet and receipts) must be received by the Treasurer before Board Meeting.

Director	Amount (\$)
Jim Noble	-
Chris Matthews	\$376.00
Graeme Ingall	\$414.00
Alex Mountain	\$146.40
David Levesque	\$181.20
Simon Pierce	-
Ben Falconer	\$250.80
Leigh Pollard	\$106.80
Andrew Kfoury	-

iv. Investment Updates (as at 2nd April 2024)

Establishment	Amount	Term	Mature Date
Goldfields Money	\$250,000.00	5.00%	7 th October 2024

ii. Newcastle Permanent (TD Reinvestment)

Account	Amount	Term	Mature Date
560-509-008	\$50,000.00	4.00%	22 nd October 2024

Motion:	"That the Treasurer's Report be received and adopted including ratification of payments made, and approved of payments to Directors and members if any"				
Moved By:	Chris Matthews	Seconded:	Alex Mountain	Carried	Yes / No



Item 9 – Committee Reports

i. Charity Committee (Leigh Pollard)

a. Chris O'Brien Lifehouse – Lin Griffiths

- Request for a raffle prize. No value amount provided on what is required.
- No application form. No mention of what they actually require.

Action: Leigh to follow up and discuss with applicant on what they require and discuss in detail.

b. Soldiers Beach SLS Club – Simon Falconer

- Application for AED, AED Trainer, Oxyviva and First Aid equipment.
- Happy to place on their First Aid room a FotCC plaque.
- \$4,905.00 requested for various items.

Action: Application considered subject to media release being submitted to us for review. Requires further information in terms of what we will be purchasing for the club and where the first aid room is. Leigh to follow up and confirm these areas before making a decision how to proceed. All in favour that if the above is done, we can proceed with the application.

ii. Media Committee (Simon Pierce)

- a. Social Media
- b. Website
- c. Publicity

iii. Membership Committee (David Levesque)

- a. Current membership of 39 (as at 10th July 2024) who are all financial
- b. Joe Scicluna submitted his resignation and his memberships fees were returned to him 10th July 2024.

Motion:	"That the minute actions taken to be accepted"				
Moved By:	Graeme Ingall	Seconded:	Jim Noble	Carried	Yes / No



Item 10 – General Business

i. Donations to the Lodges (Graeme Ingall)

- a. Refer to Appedix G (page 21) in the Meeting Agenda.

Action: To review the proposal and discuss at a later date. Jim to review.

ii. iPads (Graeme Ingall)

- a. iPads can no longer be updated
b. iPad batteries are no longer holding charge
c. Discussion of replacing
d. Motion (Alex Mountain) – we purchase notebook laptops for each director with the ability for emails, word, PDF documents etc. using the charity microsoft programmes available as a charity.

Action: Alex to review proposal and identify new technology to move away from iPads.

iii. AOB

- a. TBC

Motion:	"That the minute actions taken to be accepted"				
Moved By:	Alex Mountain	Seconded:	Ben Falconer	Carried	Yes / No

Item 11 – Meeting Closed

The Vice President Jim Noble closed the meeting at 9:00PM

Item 12 – Next Board Meeting

Our next Board Meeting will be on Thursday 25th September 2024 held at Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258 at 7:00PM. Dinner will be booked at 6:00PM for those wishing to dine before the Meeting.



Date	Action(s) Required
1 Jan 2025	SIM Cards – Chris & Sue Matthews
15 Jan 2025	Storage
24 Jan 2026	Renew Trading Name – Freemasons on the Central Coast – Adrian Thompson
1 Feb 2025	Renewal of Stamp Duty Exemption – Office of State Revenue – Chris Matthews
1 Apr 2025	Insurance – directors, car & Public Liability
1 Apr 2025	Post Office Box Renewal
1 April 2025	Radio 5-O Subscription - \$ 55.00
1 Jun 2024	Organize dates for 2024 Board Meetings – Ourimbah RSL
30 May 2025	Renew – www.freemasonsc.org.au
30 May 2025	Renew – www.freemasonsonthecentralcoast.org.au
28 Jul 2024	Renew – www.karagicourt.org.au
24 Sept 2024	Renew – www.freemasonsonthecentralcoast.com.au
4 Dec 2024	Renew – www.freemasonsc.org
24 Nov 2024	SSL Certificate
24 Nov 2024	WordPress Hosting - Economy
1 Nov 2024	Dropbox
30 May 2024	2 sets of Keys – post office box and storage shed - Chris Matthews, Graeme Ingall (Geoff Bown misplaced his keys)

Annex B – Item Inventory		
Item	Location	Quantity
Plaques (Freemasons on the Central Coast)	Storage	6
Plaques (Lodge James Kibble)		5
Plaques (Lodge Saratoga)		5
Plaques (Lodge Toukley)		4
Plaques (Lodge Wyong Tuggerah Lakes)		5
Plaques (The Central Coast Lodge)		5
Total Plaques (as at 28 th November 2023)		25
Karagi Court PO Box Key	Geoff Bown	1
Karagi Court Storage Key	Geoff Bown	1

Signed,

James Arthur Noble

(Original Signed)

James Noble
President / Director
Karagi Court

Minutes Prepared By;

Alex John Mountain

(Original Signed)

Alex Mountain
Assistant Secretary / Director
Karagi Court

