



Board Meeting (Minutes)

Date & Time:	Thursday 25 th September 2025 at 7:00PM
Location:	Terrigal Bowling Club, 4 Wilson Rd, Terrigal NSW 2260
Attendees:	Leigh Pollard, Chris Matthews, Graeme Ingall, Alex Mountain, Simon Pierce, David Levesque, Ben Falconer and Andrew Kfoury.

Item 1 – Welcome

The Vice President (Leigh Pollard) declared the meeting open at 6:52PM and welcomed those in attendance.

Item 2 – Apologies

The President, Jim Noble was an apology.

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

Item 3 – Conflict(s) of Interest

David Levesque raised a conflict of interest with the Long Jetty Over 50ies Club.

Ben Falconer, Leigh Pollard and Chris Matthews raised a conflict of interest for Lodge Wyong Tuggerah Lakes for \$1,000.00

Alex Mountain, Graeme Ingall, Andrew Kfoury and Simon Pierce raised a conflict of interest for The Central Coast Lodge for \$1,000.00

Graeme Ingall and Alex Mountain raised a conflict of interest for District 21 application for \$800.00 travel voucher.

Ben Falconer declared conflict of interest for the Soldiers Beach Surf Life Saving Club application.

Item 4 – Minutes of previous Board Meeting

The Minutes of the previous Board Meeting held on Thursday 24th July 2025 at Gosford Masonic Centre were circulated and distributed to all Directors via email sent by Alex Mountain on Tuesday 29th July 2025.

Motion:	“The Minutes of the previous Board Meeting to be accepted”				
Moved By:	Alex Mountain	Seconded By:	David Levesque	Carried:	Yes / No





Item 5 – Matters arising from previous Board Meeting / Minutes

The following items have arisen from the previous Board Meeting or Minutes are yet to be confirmed;

i) Payments made

- a. CCKIN (Wyong Race Day) – Saturday 21st February 2026 - \$200.00 2nd Table
- b. Charity Lodge Assistance (TCCL – Bunnings BBQ) \$456.00
- c. Charity Lodge Assistance (TCCL – Bunnings BBQ) \$412.82
- d. Feed the Need Charity Concert - \$910.34
- e. Narara Valley Community Centre (TV) - \$4,870.91
- f. Charity Lodge Assistance (TCCL – Bunnings BBQ) \$12.50 yet to be paid
- g. Charity Lodge Assistance (TCCL – Bunnings BBQ) \$79.76 yet to be paid
- h. Narara Valley Community Centre (TV Installation) - \$1,970.00
- i. Central Coast Surf Life Saving (Sponsorship) - \$50,000.00

ii) Clothing (Simon Pierce)

- a. Jackets – RJ401M design in navy dusk was a favourite at \$209 incl. GST. Alex Mountain and Graeme Ingall requested jackets. Discussions around branding with square and compass
- b. Umbrellas – have been purchased and delivered. Distribute amongst members of FotCC to be organised by David Levesque (1 per member) with 2 for CCSLS and 2 for WTL Installation
- c. Name badges – Ben Falconer and Andrew Kfoury require
- d. Lapel badges – all Directors

iii) Replacement of iPads (Alex Mountain)

- a. Alex to discuss replacement of iPads with laptops, accessories and costs.
- b. Shannade to confirm if the central SharePoint can work and if she can host.
- c. Moved over until next Meeting. Not a pressing item at this moment in time.

iv) Lodge Fundraising Assistance (Graeme Ingall)

- a. The proposal was approved and presented to District Meeting – Tuesday 22 August. Application Form is available for use.

v) Invitations to Join (David Levesque)

- a. Nil. Membership updated. 41 members as of 10th September 2025.

vi) Media Releases

- a. Berkley Vale Neighbourhood Centre – Graeme Ingall
- b. TCCL Bunnings Sausage Sizzle – Alex Mountain



vii) Directors Positions

- a. Still waiting for Charity Chairman job description.

Motion:	"That the minute actions be accepted"				
Moved By:	Graeme Ingall	Moved By:	Graeme Ingall	Moved By:	Graeme Ingall

Item 6 – Matters finalised or occurred since last Board Meeting / Minutes

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

i) Certificate Presentation (Graeme Ingall)

- a. Certificate presented as well as a thank you note to Shannon and Dan Murphy's, West Gosford and Regina at Bunnings, Erina North.

ii) Feed the Need Concert, Mingara (Graeme Ingall)

- a. Board Directors attended and enjoyed the event.

Motion:	"That any actions taken between the previous Board Meeting / Minutes be accepted"				
Moved By:	Alex Mountain	Seconded By:	Chris Matthews	Carried:	Yes / No

Item 7 – Correspondence

The correspondence received (inbound and outbound) as declared in the Board Meeting Agenda.

i) Action(s) to be discussed at Board Meeting (if applicable)

- a. Items highlighted reference to applications and to email correspondence issues.

Motion:	"The all correspondence be accepted"				
Moved By:	Graeme Ingall	Seconded By:	Ben Falconer	Carried:	Yes / No





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 1st May to 1st July 2025;

Appendix B - Expense Account: 650-0009881 82800 (Newcastle Permanent)

Date:	Chq No.:	To Whom:	Amount: \$
26.07.25	Oska	A. Kfoury – Board Meeting	54.00
26.07.25	Oska	L. Pollard – Board Meeting	77.00
26.07.25	Oska	D. Levesque – Board Meeting	90.00
26.07.25	Oska	S. Pierce – Board Meeting	74.00
26.07.25	Oska	A. Mountain – Board Meeting	50.00
26.07.25	Oska	G. Ingall – Board Meeting	40.00
26.07.25	Oska	B. Falconer – Board Meeting	122.00
26.07.25	Oska	C. Matthews – Board Meeting	35.00
26.07.25	Oska	S. Mountain – Director’s Expenses	60.00
26.07.25	Oska	B. Falconer – Director’s Expenses	132.00
26.7.25	Oska	G. Ingall – Director’s Expenses	65.60
26.07.25	Oska	D. Levesque - Director’s Expenses	128.40
26.07.25	Oska	C. Matthews – Director’s Expenses	442.06
04.08.25	Oska	S. Williams – Website	810.55
07.08.25	Oska	G&J Kearne – Umbrellas	3,695.00
11.08.25	Oska	APM Graphics – Word Press	115.45
09.09.25	Oska	C. Matthews – Ties	178.52

Appendix C - Charity Account: 650-0009861 17706 (Newcastle Permanent)

Date:	Method:	To Whom:	Amount: \$
15.07.25	Oska	CKKIN – Wyong Race Day	200.00
26.07.25	Oska	TCCL – Fundraising Assistance	456.00
31.07.25	Oska	TCCL – Fundraising Assistance	412.82
31.07.25	Oska	BNV Centre – Feed the Need Concert	910.34
31.07.25	Oska	Narara C. Centre – TV	4,870.91
13.08.25	Oska	TCCL – Fundraising Assistance	92.26
13.08.25	Oska	Narara C. Centre – TV Installation	1,970.00
08.09.25	Oska	CC SLS – Sponsorship	50,000.00
09.09.25	Oska	CC SLS – Sponsorship	6,841.40

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

18.05.25	3.95%	Matures – 18 September 2025	\$ 51,268.84
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Appendix E - Holding Account: 082-356 30-167-5247 (NAB)

08.09.25			\$ 100.53
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Appendix F - Tap & Go Account: 082-356 30-144-0974 (NAB)

Date	Method:	To Whom:	Amount: \$
18.07.25	Oska	Masonicare – Smith Family	3,000.00
28.07.25	Oska	Woy Woy Poultry – Sausages	256.50
15.08.25	Oska	TCCL – Installation	80.00
25.08.25	Oska	LWTL – DGIW Dinner	20.00
04.09.25	Oska	Woy Woy Poultry – Sausages	256.50
04.09.25	Oska	LWTL – DGIW Dinner	20.00
08.09.25	Oska	B. Falconer – Drinks	104.95
08.09.25	Oska	S. Hart – Bread & Sausages	156.31



ii) Confirmation of Bank Accounts and Investments

Account	BSB	Account	Balance Date	Amount (\$)
Expense	650-000	9881 82800	9 th September 2025	\$2,830.41
Charity	650-000	9861 17706	9 th September 2025	\$41,251.60
Term Deposit	650-000	566 937 409	9 th September 2025	\$51,951.28
Holding	082-356	30-167-5247	9 th September 2025	\$100.53
Tap & Go	082-356	30-144-0974	9 th September 2025	\$4,607.75

ALL DIRECTORS MUST HAVE THEIR EXPENSES APPROVED BY THE BOARD BEFORE PAYMENT CAN BE MADE BY THE TREASURER

iii) Directors / Members Expenses

- a. All expenses (expense sheet and receipts) must be received by the Treasurer before Board Meeting.
- b. Expenses confirmed at Board Meeting

Director / Member	Amount (\$)
Jim Noble	-
Leigh Pollard	-
Chris Matthews	\$594.00
Graeme Ingall	\$568.29
Alex Mountain	-
Ben Falconer	\$213.60
Andrew Kfoury	-
David Levesque	\$152.40
Simon Pierce	-

- a. Treasurer to pay expenses as above.

Motion:	"The Treasurer's Report be received and adopted including ratification of payments made and approval of payments to Directors and Members if any"				
Moved By:	Chris Matthews	Seconded By:	Andrew Kfoury	Carried:	Yes / No



Item 9 – Committee Reports

i) **Charity Committee (Leigh Pollard)**

a. **Shirley Shuttle (Graeme Ingall)**

- No reply has been received. See motion 22nd July 2025

b. **Mary Macs, Woy Woy (Sally)**

- Application has been forwarded for Dryers. No updates since last Board Meeting

c. **Invitation to HOTS Ball (28th February 2026)**

- Charity Ball Event on Saturday 28th February 2026 at the Voco Hotel in Gosford. Dinner for 7pm and silent auction at 9pm. Formal attire. Gourmet 3-course dinner and drinks, live entertainment and dancing.
- Tickets are \$200.00 (each) or a table of 10 for \$2,000.00
- Proposed by Ben Falconer to proceed with purchasing 2 tables of 10 people open to Directors and Members. Total cost of \$4,000.00 moved by Andrew Kafoury and seconded by Alex Mountain.
- Tickets yet to be purchased.
- Names for November meeting with Mail Chimp to members for remaining tickets.
- Point of order to review previous minutes to check what was discussed for clarity.

d. **Central Coast Kids in Need (CCKIN) Race Day, Wyong (Chris Matthews)**

- Proposed date of Saturday 21st February 2026
- Board Decision: Board approved to go ahead with sponsoring 2 races and tables.
- 2 tables of 10 (20 in total) have been secured.
- Names November meeting with Mail Chimp to members for remaining tickets.

e. **Smith Family (Chris Matthews)**

- We provide 10 x \$ 100 Christmas Gift Vouchers. Cost = \$ 1,000.00. Money is transferred to Smith Family and they forward each student a gift voucher. Moved by Graeme Ingall and seconded by Alex Mountain. Chris Matthews to pay.

f. **Brisbania Public School (Graeme Ingall)**

- We provide 2 x \$ 100 vouchers for 2 students in Year 5, commencing Year 6 in 2026. Cost = \$ 200 plus purchase cost from Erina Fair. Presented at the Final School Assembly. Board approved that we continue to do this. Chris Matthews to pay.



g. District 21 Masonic Association (Leigh Pollard)

- Assist purchase of a \$1,500.00 travel voucher. Donation of \$800.00 to be made.
- Summary of accompanying letter - \$700.00 (refundable to District 21) has been approved and with a donation of \$800.00, it would allow the purchase of a \$1,500.00 travel voucher. The travel voucher would be the 1st prize in a raffle to assist the 10 students under the auspice of the Smith Family programme – ‘Learning for Life’.
- Leigh Pollard proposed to support the application. Seconded by Ben Falconer and carried by the Board.
- Leigh Pollard to send a letter to the GDIW to state donated by Freemasons on the Central Coast on the raffle ticket.

h. Long Jetty Over 50's Club (Leigh Pollard)

- Purchase of 4 wireless microphone headsets up to the total of \$435.45
- Sue Brotton 0413 848 840 ljover50president@gmail.com
- Leigh Pollard moved to be accepted. Approved and agreed by the Board.

i. TCCL Lodge Fundraising Assistance (Alex Mountain)

- TCCL BBQ at Bunnings West Gosford on Saturday 15th November 2025. Costs to cover up to \$1,000.00
- MasoniCare Interaction Grant (Business with a Heart) forwarded 9th September 2025 pending approval.
- Board approved the application, pending WM signature. Alex Mountain to organise.

j. Lodge Wyong Tuggerah Lakes Fundraising Assistance (Ben Falconer)

- LWTL BBQ at Bunnings Tuggerah on Saturday 18th October 2025. Costs to cover up to \$1,000.00
- MasoniCare Interaction Grant (CCKIN) forwarded 12th August 2025.
- Board approved the application to proceed.

k. District 21 Masonic Association – Tom Morrison

- Tom has requested financial assistance to purchase sausages, bread, onions and condiments for the District Christmas Party to be held at Wyong Masonic Centre on Sunday 30th November 2025.
- Leigh Pollard to write to GDIW reference to the enquiry.

l. Narara Community Centre

- TV installed. Organise presentation (Leigh Pollard) date TBC



m. Soldiers Beach Surf Life Saving Club

- NIPA Programme application. Donation application request of \$7,250.00
- Leigh Pollard to ask for more details on the programme and make a decision next meeting

n. Future Events

Friday 12.09.25 Toukley View Club, 'Argy', Toukley - 10:30
C & S Matthews; T & L Morrison; D & E Young; G & M Ingall (8)

Monday 15.09.25 Gosford Hospital – Special Needs Ward (Children) – 11:00
C. Matthews: B. Falconer; L. Pollard; G. Ingall; T. Morrison; (5)?

Saturday 27.09.25 CC SLS 'Raising the Flags', Terrigal – 9:00 RSVP 25.09.25
G. Ingall; S. Pierce; A. Mountain; L. Pollard

Saturday 18.10.25 LWTL BBQ, Tuggerah – 7:30 – 17:00
B. Falconer; C. Matthews; L. Pollard; A. Mountain (AM only); G. Ingall (AM only);

Saturday 18.10.25 CC Bulldogs, Budgewoi Soccer Club - 12:30 RSVP 04.10.25
A. Mountain: G. Ingall

Saturday 15.11.25 TCCL BBQ, West Gosford 7:30 – 17:00
A. Mountain; S. Pierce; G. Ingall; B. Falconer; C. Matthews

Friday 16.01.25 Rookies Carnival, Avoca Beach 14:00 – 17:00
B. Falconer; G. Ingall; S. Pierce;

Recommendations. The following actions to be approved;

- No new applications received.

Moved By:	Leigh Pollard	Seconded By:	David Levesque	Carried:	Yes / No
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ii) Publicity Committee (Simon Pierce)

- a. Simon provided updates with regards to social media, website and media releases.

iii) Membership Committee (David Levesque)

- a. Current membership is 40 (as of 25th September 2025).
- b. Remove Campbell Page from membership register.



Item 10 – General Business

i) New Members

Motion: That 'Invitation to Join' be forwarded to the following persons;

Moved By:	Seconded By:	Carried:	Yes / No
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ii) Directors Positions

- a. Discussion regarding positions and roles.
- b. Refer to Appendix G in the Business Meeting agenda (page 24).

iii) AOB

- a. Next Board Meeting to be held at Gosford Masonic Centre instead of Terrigal Bowling Club. It was discussed and agreed to invite recipients of recent fundraising activities be invited.
- b. Dinner will be at Bow Thai Restaurant where members of FotCC will be invited via Mail Chimp
- c. Alex Mountain to provide Directors names of suggested guests and book Bow Thai Restaurant.

Item 11 – Board Meeting Closed

The Vice President (Leigh Pollard) declared the meeting closed 9:00PM and thanked those in attendance.

Item 11 – Next Board Meeting

The next Board Meeting will be at 7:00PM on Thursday 27th November 2025 held at Gosford Masonic Centre.



Date	Standing Action(s) Required	Responsible
15 th Jan 2025	Storage	Secretary
24 th Jan 2026	Renew Trading Name – Freemasons on the Central Coast	Adrian Thompson
1 st Feb 2025	Renewal of Stamp Duty Exemption – Office of State Revenue	Treasurer
1 st Apr 2025	Insurance. Directors, Car & Public Liability	Treasurer
1 st Apr 2025	Post Office Box Renewal	Secretary
1 st Apr 2025	Radio 5-O Subscription (\$ 55.00)	Treasurer
AGM	Update ACNC (Add or Remove Responsible Persons)	Secretary
AGM	Update ASIC (Add or Remove Directors)	Adrian Thompson
1 st Jun 2025	Organize dates for 2025 Board Meetings (Venue TBC)	Secretary
31 st Aug 2025	SMO is currently Simon Pierce and must be renewed by date	Secretary & Treasurer

Date	Action(s) Required	Responsible
30 May 2025	Renew www.freemasonscc.au	S. Williams
30 May 2025	Renew www.freemasonsonthecentralcoast.au	S. Williams
28 Jul 2025	Renew www.karagicourt.org.au	S. Williams
24 Sept 2025	Renew www.freemasonsonthecentralcoast.com.au	S. Williams
4 Dec 2025	Renew www.freemasonscc.org	S. Williams
24 Nov 2025	SSL Certificate	S. Williams
23 Nov 2025	Emails	
24 Nov 2025	WordPress Hosting (Economy)	Web Master
1 Nov 2024	Dropbox	Web Master

Date	Action(s) Required	Responsible
30 May 2024	2 Sets of Keys for Post Office Box and Storage Shed. Chris Matthews and Graeme Ingall (Geoff Bown misplaced his keys)	All

Item Inventory		
Item	Location	Quantity
Plaques (Freemasons on the Central Coast)	Leigh Pollard	1
Plaques (Lodge Toukley)		3
Plaques (Lodge Wyong Tuggerah Lakes)		4
Plaques (The Central Coast Lodge)		2
Total Plaques (as at 25 th September 2025)		10

Signed,

Minutes Prepared By;

Leigh Pollard

Alex John Mountain

(Original Signed)

(Original Signed)

Leigh Pollard (in the absence of President)
 Vice-President & Director
 Karagi Court

Alex Mountain
 Assistant Secretary & Director
 Karagi Court