



Board Meeting (Minutes)

Date & Time:	Thursday 26 th February 2026 at 7:00PM
Location:	Terrigal Bowling Club, 4 Wilson Road, Terrigal NSW 2260
Attendees:	Chris Matthews, Graeme Ingall, Alex Mountain, Simon Pierce, David Levesque, Ben Falconer, Leigh Pollard and Andrew Kfoury.

Item 1 – Welcome

The Vice President (Leigh Pollard) declared the meeting open at 7:00PM and welcomed those in attendance.

Item 2 – Apologies

Apologies from The President (Jim Noble).

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

Item 3 – Conflict(s) of Interest

On any matters contained within the agenda are there any person(s) who has, or, perceived any conflict(s) of interest? No conflicts of interest were brought to the Boards attention. No conflicts registered or brought up.

Item 4 – Minutes of previous Board Meeting

The Minutes of the previous Board Meeting held on Thursday 27th November 2025 at Gosford Masonic Centre have circulated and distributed to all Directors via email sent by Alex Mountain on 22nd December 2025.

Motion:	“The Minutes of the previous Board Meeting to be accepted”				
Moved By:	Graeme Ingall	Seconded By:	Alex Mountain	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. Smith Family. 10 x \$100 Vouchers total of \$1,000.00
- b. Lodge Assistance (TCCL). Bunnings BBQ total of \$1,000.00
- c. Lodge Assistance (LWTL). Bunnings BBQ total of \$1,000.00
- d. CCKIN Race Day. Table allocation total of \$2,800.00
- e. Brisbania Public School. 2 x \$100 Vouchers total of \$211.80
- f. Berkley Vale Neighbourhood Centre. Laptop and Phone total of \$4,000.00
- g. The Entrance Neighbourhood Centre. Laptop total of \$1,151.15
- h. Central Coast Bulldogs. Team uniforms total of \$4,350.00
- i. Soldiers Beach SLSC. NIPA Programme total of \$7,250.00
- j. Lodge Assistance (District 21). Fundraising total of \$1,000.00



ii) Clothing

- a. Name badges for Andrew Kfoury and Ben Falconer. Name badges now received.
- b. Umbrellas. Stored with Leigh, Andrew and Simon. Distribution list with Simon. Number of umbrellas donated to members. Moved and carried that members are to receive an umbrella.
- c. Suggestion to sell remainder of umbrellas to non-members at the cost of \$24.00
- d. Simon to record the distribution of umbrellas (1 x per member).

iii) Replacement of iPads

- a. Alex to purchase 6 Laptops with accessories.
- b. Move that this should no longer be a point of action due to laptops not being needed. Moved Alex Mountain and seconded by Graeme Ingall. Carried.

iv) Invitations to Join

- a. Nil. Membership updated at 40 members as of 13th February 2026. No updates.

v) Media Releases

- a. Brisbania Public School media draft forwarded to Simon for release. Done and sent.

vi) Media Releases Required

- a. Central Coast Kids in Need Race Day at Wyong
- b. Soldiers Beach SLSC Sponsorship Day / Life Members

vii) Directors Positions

- a. The Secretary's and Treasurer's roles received; still awaiting Charity Chairman's position. Charity Chairman's position job description now submitted by Leigh.

Motion:	"That the minute actions be accepted"				
Moved By:	Graeme Ingall	Seconded By:	Chris Matthews	Carried:	Yes / No

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) Brisbania Public School – 9th December 2025 (Graeme Ingall)**
 - a. Presented 2 Scholarships valued at \$100.00 each to Chance and Isla (Year 5).
- ii) Toukley View Club – 12th December 2025 (Graeme Ingall and Chris Matthews)**
 - a. Thanked the Toukley View Club for their support in 2025.



Item 6 – Matters finalised or occurred since last Board Meeting / Minutes (Cont.)

iii) Rookies Carnival Toowoan Bay – 16th January 2026

a. Attendees were Jim Noble, Leigh Pollard, Simon Pierce, and Graeme Ingall.

iv) The Entrance Neighbourhood Centre – 12th January 2026

a. Attendees were Jim Noble, Leigh Pollard and Graeme Ingall.

v) Renewal of Business Name – Expires 24th January 2029

a. Expires on 24th January 2029.

Motion:	"That any actions taken between the previous Board Meeting / Minutes be accepted"				
Moved By:	Alex Mountain	Seconded By:	Ben Falconer	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. A Thompson – Setting up a new Charity. Still requires action pending further investigation.

Motion:	"The all correspondence be accepted"				
Moved By:	Graeme Ingall	Seconded By:	Simon Pierce	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 11th November 2025 to 13th February 2026

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

Date:	Chq No.:	To Whom:	Amount: \$
29.11.25	Oska	C. Matthews – Director’s Expenses	349.10
29.11.25	Oska	G. Ingall – Director’s Expenses	414.51
29.11.25	Oska	B. Falconer – Director’s Expenses	189.60
29.11.25	Oska	L. Pollard – Director’s Expenses	168.90
29.11.25	Oska	B. Falconer – Board Meeting	121.00
29.11.25	Oska	A. Kfoury – Board Meeting	54.00
29.11.25	Oska	S. Pierce – Board Meeting	73.00
29.11.25	Oska	C. Matthews – Board Meeting	35.00
29.11.25	Oska	J. Noble – Board Meeting	40.00
29.11.25	Oska	G. Ingall – Board Meeting	40.00
29.11.25	Oska	L. Pollard – Board Meeting	77.00
17.12.25	Oska	G&J Keane – Feather Flags	330.00
20.01.26	Oska	G. Ingall – ASIC Trading Name	104.00
02.02.26	BPay	National Storage – storage	2,977.00
11.02.26	Oska	G&J Keane – Polo Shirts	138.27

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

Date:	Method:	To Whom:	Amount: \$
07.10.25	Oska	D 21 Smith Family Travel Voucher	800.00
20.11.25	Oska	Smith Family – 10 Vouchers	1,000.00
24.11.25	Oska	Bunnings – TCCL	1,000.00
24.11.25	Oska	Bunnings – LWTL	1,000.00
27.11.25	Oska	CCKIN – Wyong Race Day	2,800.00
29.11.25	Oska	G. Ingall – Brisbania PS - 2 X \$100.00	211.80
01.12.25	Oska	B. Vale NC – Laptop & phone	4,000.00
01.12.25	Oska	Entrance NC – Laptop	1,151.15
02.12.25	Oska	CC Bulldogs – Team Apparel	4,350.00
13.12.25	Oska	Soldiers Beach SLSC – NIPA programme	7,250.00
19.12.25	Oska	D 21 - Christmas Party	1,000.00
07.01.26	Oska	Transfer to Expenses Account	5,000.00

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

18.05.25	3.95%	Matures – 1 April 2026	\$ 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: \$
08.12.25	Oska	D 21 Transfer **401	120.00
19.12.25	Oska	C. Matthews – water	16.00
19.12.25	Oska	Transfer to LWTL	30.00
22.12.25	Oska	D 21 Transfer **501 S. Family Raffle	25.00
05.01.26	Oska	S. Hart – Bread	39.40
05.01.26	Oska	D. Young – Sausages	146.43
22.01.26	Oska	D 21 Transfer **501 S. Family Raffle	30.00
30.01.26	Oska	D 21 Transfer **501 S. Family Raffle	60.00
02.02.26	Oska	LWTL – Bunning BBQ - CCKIN	1,000.00
08.02.26	Oska	B. Falconer – Drinks	50.00
08.02.26	Oska	S. Hart – Bread	41.00

ii) Confirmation of Bank Accounts and Investments

Account	BSB	Account	Balance Date	Amount (\$)
Expense	650-000	9881 82800	13 th February 2026	\$2,925.46
Charity	650-000	9861 17706	13 th February 2026	\$91,429.15
Term Deposit	650-000	566 937 409	13 th February 2026	\$51,951.28
Holding	082-356	30-167-5247	13 th February 2026	\$100.53
Tap & Go	082-356	30-144-0974	13 th February 2026	\$4,203.04

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. Expenses confirmed at Board Meeting. Treasurer to pay expenses as below;

Director / Member	Amount (\$)
Jim Noble	-
Leigh Pollard	-
Chris Matthews	\$694.00
Graeme Ingall	\$742.83
Alex Mountain	\$163.20
Ben Falconer	\$291.60
Andrew Kfoury	-
David Levesque	\$262.80
Simon Pierce	-

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:	David Levesque	Carried:	Yes / No



Item 9 – Committee Reports

i) Finance Committee Meeting – Fortunity Tuesday 17th February

a. Jim Noble, Chris Matthews, Ben Falconer, David Levesque and Graeme Ingall

ii) Charity Committee (Leigh Pollard)

a. Shoebox Revolution

Joe Scicluna has made enquiries regarding support – tinned food & toiletries - for the above. We have supported in the past commencing with 'Sox & Soup' in conjunction with Central Coast Bulldogs.

Discussed and agreed that we'll support Central Coast Bulldogs as per previous years.

b. Events

Saturday 15th February 2026 – Soldiers Beach SLSC Sponsors Day
Leigh and Anne Pollard, Alex Mountain, Ben Falconer, Graeme Ingall and Chris and Sue Matthews.

Saturday 21st February 2026 – CCKIN Race Day (Wyang)
Pierce (2), Pollard (2), Matthews (2), Mountain (2), Falconer (2) and Ingall

Saturday 28th February 2026 – HOTS Ball (Gosford)
Kfoury (2); Pollard (2); Falconer (2); Mountain (2); Matthews (2)

Recommendations. The following actions to be approved;

- Headspace Youth Music Programme. Application for \$15,000.00 + GST. Application form not received and will be advised to apply via the formal process and vote on it at the next Board Meeting
- Joe Scicluna proposal of Community Services Central Coast will be discussed at the next Board Meeting. Leigh to follow this up.

Moved By:	Leigh Pollard	Seconded By:	Ben Falconer	Carried:	Yes / No
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iii) Publicity Committee (Simon Pierce)

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

iv) Membership Committee (David Levesque)

- a. Current membership is 40 (as of 13th February 2026) who are all financial.
b. Members emails and residential addresses updated.



Item 10 – General Business

i) New Members

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

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

At the EOFY (1st January to 31st December 2025) all Directors must signify that they themselves nor family or any company that they may be directly involved have not received any benefit from this company other than expenses for which they are entitled to claim for.

Recommendation: "In accordance with Subdivision 60.15 of the Australian Charities and Not-for-profits Commission Act 2012, no Director has received any benefit by way of dividend, bonus or other such advantage other than expenses due from the carrying out of their duties".

Each Director is to be asked individually, and their answer is to be recorded in the Minutes.

Director	Yes / No	Director	Yes / No
Jim Noble	No	Leigh Pollard	No
Chris Matthews	No	Graeme Ingall	No
Ben Falconer	No	Andrew Kfoury	No
David Levesque	No	Alex Mountain	No
Simon Pierce	No		

Moved By:	Graeme Ingall	Seconded By:	Alex Mountain	Carried:	Yes / No
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iii) Responsible Persons' (Directors) Declaration – per section 60.15 of the Australian Charities and Not-for-profits Commission Regulation 2013

The responsible persons declare that in the responsible persons' opinion:

- There are [are not] reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
- the financial statements and notes satisfy [do not satisfy] the requirements of the Australian Charities and Not-for-profits Commission Act 2012.

Signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profit Commission Regulation 2013.

Director	Yes / No	Director	Yes / No
Jim Noble	Yes	Graeme Ingall	Yes
Chris Matthews	Yes		



Item 10 – General Business (Cont.)

iv) Signatories for the Review: Responsible Person Declaration

Recommendation: “That Chris Matthews (Treasurer), Graeme Ingall (Secretary) and Jim Noble (President) be the signatories in the Responsible Persons Declaration.”

Moved By:	Chris Matthews	Seconded By:	Graeme Ingall	Carried:	Yes / No
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v) Donations to Other Organisations (Andrew Kfoury). See email dated 29th October 2025

Recommendation: “To allow Andrew Kfoury to present the investigations and findings with regards to the KCL Executive Brief”. Agreed and carried to be delivered during the AGM.

vi) Bunnings BBQ Fundraising (Graeme Ingall)

- a. Bunnings will only deal with organisations who are charities.
- b. A. Mountain applied for a BBQ, West Gosford for ARAFMI hence FotCC has been allocated West Gosford Bunnings.
- c. B. Falconer applied for BBQ, Tuggerah it was approved but now, approval has been withdrawn because of our 1st BBQ at West Gosford.

Suggestion:

- a. 11.11.25 contacted AcNc (132262) and was advised that KCL can apply for 2 sub-entities – one for Gosford and the other at Wyong.
- b. The Constitution and Directors remain the same. (Need to check Constitution with A. Thompson and possibly Mr Peter Kernan of Aubrey Brown Lawyers). I am not sure whether the Board can make the decision or it must be placed before an AGM or Extra Ordinary GM.
- c. We can apply for 2 separate ABN's – at Gosford and at Wyong. This is done through the Australian Business Register (ABR) – (139226).
- d. Then register Gosford and Wyong as sub-entities with DGT status.
- e. Auditing can be separate entities (3) OR it can be done as one, with a circular graph outlining the spending, with list of organisations donated to, in the Annual Report.

Result:

- a. If the above was possible, it would allow any Masonic Order to operate at West Gosford and any Masonic Order to operate at Tuggerah.

vii) 2025 Annual Reports (Graeme Ingall)

- a. Reports from Charity Chairperson required. Received and will be included into the report.
- b. Envelopes labelled and mail ready for postage.
- c. Feedback and corrections provided by various member of the Board.



Item 10 – General Business (Cont.)

viii) Directors Positions for 2026/2027

a.

v) AOB

- a. Confidentiality of application grant outcomes. Directors are to be reminded that all discussions are to be kept confidential for the decisions during Board meetings and that the correct procedure will be followed if an application is not approved by the Board via the Charity Committee.
- b. Central Coast Kids in Need Race Day for Saturday 3rd April 2027. Email received to the Treasurer

Item 11 – Board Meeting Closed

The Vice President (Leigh Pollard) declared the meeting closed 8:58PM and thanked those in attendance.

Item 11 – Next Board Meeting

The next Board Meeting will be at 7:00PM on Thursday 28th May 2026 held at Terrigal Bowling Club. Dinner is booked for 6:00PM.

All Directors and Members are welcome to attend.



Date	Standing Action(s) Required	Responsible
15 th Jan 2027	Storage	Secretary
24 th Jan 2029	Renew Trading Name – Freemasons on the Central Coast	Secretary
12 th Mar 2027	Renewal of Stamp Duty Exemption – Office of State Revenue	Treasurer
1 st Apr 2026	Insurance. Directors, Car & Public Liability	Treasurer
1 st Apr 2026	Post Office Box Renewal	Secretary
1 st Apr 2028	Radio 5-O Subscription (\$40.00 for 3 years)	Treasurer
AGM	Update ACNC (Add or Remove Responsible Persons)	Secretary
AGM	Update ASIC (Add or Remove Directors)	Adrian Thompson
1 st Jun 2026	Organize dates for 2026 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 2026	Renew www.freemasonscc.au	S. Williams
30 May 2026	Renew www.freemasonsonthecentralcoast.au	S. Williams
28 Jul 2026	Renew www.karagicourt.org.au	S. Williams
24 Sept 2026	Renew www.freemasonsonthecentralcoast.com.au	S. Williams
4 Dec 2026	Renew www.freemasonscc.org	S. Williams
26 Nov 2026	SSL Certificate	S. Williams
23 Nov 2026	Emails	
30 May 2026	WordPress Hosting (Economy)	Web Master
1 Mar 2026	Dropbox	Web Master

Date	Action(s) Required	Responsible
30 May 2025	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)	Storage	1
Plaques (Lodge Toukley)		4
Plaques (Lodge Wyong Tuggerah Lakes)		5
Plaques (The Central Coast Lodge)		5
Total Plaques (as at 28 th February 2026)		15

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