



Board Meeting Minutes

Date & Time:	Thursday 26 th September 2024 7:00PM
Location:	Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258
Attendees:	Jim Noble, Chris Matthews, Alex Mountain, Simon Pierce, David Levesque, Ben Falconer, Leigh Pollard and Andrew Kfoury

Item 1 – Welcome

The President Jim Noble declared the meeting open at 6:59pm and welcomed all Directors.

Item 2 – Apologies

Apologies given from Graeme Ingall.

Motion:	"That those apologies (if applicable) be accepted"				
Moved By:	Alex Mountain	Seconded:	David Levesque	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 registered.

Item 4 – Minutes of Previous Board Meeting

The Minutes of the previous Board Meeting held on Thursday 25th July 2024 held at Ourimbah RSL have been distributed to all Directors via email on 26th July 2024 created and sent by Alex Mountain.

Motion:	"That the minutes of the previous Board Meeting be accepted"				
Moved By:	Alex Mountain	Seconded:	Ben Falconer	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. Payments Made (Chris Matthews).

Action: The following payments have been actioned / made;

Central Coast Kids in Need - \$1,500.00 for the CCKIN Race Day (Saturday 9th November 2024)

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

Action(s):

- Chris Matthews to forward names attending from the Board to CCKIN
- Karagi Court to present a further \$5,000 for the 'Born to Live' programme on Race Day
- Media release with photos (including presentation cheque)





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

Action: Dates as follows. Please mark these in your diaries and Simon to update the online calendar.

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

iv. Umbrellas (Simon Pierce).

Action: Graeme has had discussions with Simon Pierce with regards to designs and costings.

v. Bank Accounts (Graeme Ingall).

Action: Signatories are now;

- a. Newcastle Permanent (x 3). Chris Matthews, Graeme Ingall, James Noble, Alex Mountain and Simon Pierce. Geoff Bown has now been removed as a signatory.
- b. NAB (x 2). Chris Matthews, Simon Pierce, David Levesque and Graeme Ingall. SMO is Simon Pierce (requires confirmation each year before 31st August).

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

Action: Completed. Andrew Kfoury has now been added.

vii. Finance Committee & WRAP Accounts – Shaun O’Farrell (Graeme Ingall).

Action: Completed. Jim has completed forms and delivered to Shaun O’Farrell.

viii. Replacement of iPads (Alex Mountain).

Action: Review paper sent out to all Directors on Friday 20th September 2024. Discuss at GB.

ix. Redraft of Proposition (Jim Noble).

Action: Refer to Annex G (page 22) of the Agenda. Move this item to the next meeting.

Motion:	"That the minute actions taken to be accepted"				
Moved By:	David Levesque	Seconded:	Alex Mountain	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. Long Jerry Over 50ies Club – Sunday 21st July 2024 (Grame Ingall).

Action: Event attended and media release forwarded to Simon.

ii. Central Coast Bulldogs Presentation – Saturday 6th July 2024 (Grame Ingall).

Action: Event attended and media release forwarded to Simon.

iii. Finance Meeting with Shaun O’Farrell – Monday 26th August 2024 (Chris Matthews).

Action: Finance Committee – Chris Matthews, Jim Noble, David Levesque and Grame Ingall.
Decisions;

- Split to remain the same (60/40)
- TDs which are maturing in the next 6 months (\$1.25 million) – 2 for 6 months and 3 for 12 months
- Dividends from TDs to be paid 20% for reinvestment and 80% to charity account
- Dividends from investments 50% to WRAP (re-investment and costs) and 50% to the charity account
- No change in current investments

iv. Smith Family Presentation – Friday 13th September 2024 (Grame Ingall).

Action: Event attended and media release to be created and forwarded to Simon.

v. Carers Cottage & Children’s Ward – Thursday 25th July 2024 (Grame Ingall).

Action: Event attended and media release forwarded to Simon. Article in Central Coast News.

vi. Surf Life Saving Raising of the Flags at Avoca Beach – Saturday 28th September 2024 (Grame Ingall).

Action: Attendees will be Leigh Pollard, Alex Mountain, Simon Pierce, Jim Noble and Ben Falconer.

vii. ASIC Director Removal – Monday 26th August 2024 (Grame Ingall).

Action: Non-current Directors to be removed from the ASIC register.


viii. Brisbania School – Robo Competition (Leigh Pollard).

Action: Funds secured, bookings made and the recipients ready to go to compete.

Motion:	“That the actions taken between Board Meetings be accepted”				
Moved By:	Simon Pierce	Seconded:	Leigh Pollard	Carried	Yes / No



PO Box 6232, West Gosford NSW 2250
info@FreemasonsCC.org | www.FreemasonsCC.org

 @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;

- None highlighted

Motion:	"That all correspondence be accepted"				
Moved By:	Leigh Pollard	Seconded:	Alex Mountain	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 15th July to 1st September 2024;

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

Date:	Chq No.:	To Whom:	Amount: \$
27.07.24	Oska	C. Matthews – Director’s Expenses	376.00
27.07.24	Oska	D. Levesque – Director’s Expenses	181.20
27.07.24	Oska	A. Mountain – Director’s Expenses	146.40
27.07.24	Oska	B. Falconer – Director’s Expenses	250.80
27.07.24	Oska	L. Pollard – Director’s Expenses	106.80

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

Date:	Chq No.:	To Whom:	Amount: \$
27.07.24	Oska	G. Ingall – Director’s expenses	414.00
21.08.24	Oska	S. Williams – iPad maintenance	330.00
01.09.24	Osla	S. Williams – Licence Fees & Domains	469.78

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

Date:	Method:	To Whom:	Amount: \$
17.07.24	Oska	CCKIN – Wyong Race Day	1,500.00

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)

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

Date	Method:	To Whom:	Amount: \$
05.08.24	Oska	K. Wilson – Purchase sausages	88.01
12.08.24	Oska	G. Ingall – Purchase onions	8.00
12.08.24	Oska	B. Falconer – Purchase drinks	97.15
12.08.24	Oska	S. Hart – Purchase bread & sausages	66.24
21.08.24	Oska	L. Wyong TL – South	100.00
21.08.24	Oska	Monitor – Refectory	60.00



ii. Confirmation of Bank Accounts and Investments;

Account Type	BSB	Account #	Balance Date	Balance Amount (\$)
Expense Account	650-000	9881 82800	26 th September 2024	\$3,924.22
Charity Account	650-000	9861 17706	26 th September 2024	\$41,503.03
Term Deposit	650-000	560 509 008	26 th September 2024	\$10,000.00
Holding Account	082-356	30 167 5247	26 th September 2024	\$970.53
Business Account	082-356	30 144 0974	26 th September 2024	\$650.01

iii. Term Deposit Maturities

On Saturday 5th October 2024 Term Deposit (\$50,000.00) at Newcastle Permanent will mature and returned to Charity Account (9861 17706) plus interest gained.

iv. 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	\$373.20
Graeme Ingall	\$211.80
Alex Mountain	-
David Levesque	\$188.40
Simon Pierce	-
Ben Falconer	\$103.20
Leigh Pollard	\$52.80
Andrew Kfoury	-

v. Newcastle Permanent (TD Reinvestment)

Account	Amount	Term	Mature Date
560-509-008	\$50,000.00	4.00%	5 th 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:	David Levesque	Carried	Yes / No





Item 9 – Committee Reports

i. Charity Committee (Leigh Pollard)

a. Chris O'Brien Lifehouse – Lin Griffiths

- Coffee machine purchased as a raffle prize. Now has FotCC stickers.
- Presentation date TBC. Leigh Pollard to confirm date and location.

b. Soldiers Beach SLS Club – Simon Falconer

- Application for AED, AED Trainer, Oxyviva and First Aid equipment.
- \$4,905.00 requested for various items.

Action: Application and paperwork completed. Require EFT details to forward funds and to source a FotCC plaque to attach to the wall of the First Aid Room.

Alison Homestead Wyong – Leigh Pollard

- Application for ???
- \$??? requested for various items.

Action: Application is TBC? Barry Angel to follow up with further information and details.

c. Mary Macs Woy Woy – Leigh Pollard

- Application for 2 Commercial style Washing Machines including installation
- \$8,225.00 (excl. GST) requested for 2 front loaders which includes installation.

Action: Application has been submitted. Board was in agreeance to proceed with the front loader option and installation as they've had great use of the previous washing machines.

d. Probus – Leigh Pollard

- Application for Smart TV / Projector
- Concerns with the Board with regards to who will maintain and look after the item when purchased and when used by other groups in the community.

Action: Leigh to advise applicant that application has been rejected.

ii. HOTS – Coast & Country Primary Care – Aaron Cannon (Jim Noble)

- Follow up on presentation date. Requires media release and photos.

iii. The Bay Viking Rugby Club – Elinor Faulkner (Jim Noble)

- Follow up on presentation date. Requires media release and photos.



iv. Toukley Neighbourhood Centre – Christmas Hampers (David Levesque)

- Follow up on presentation date. Requires media release and photos.

v. Smith Family – Children’s Gift Cards (Chris Matthews)

- \$100.00 gift voucher for each sponsored student. Board agreed to do this again this year.

vi. Media Committee (Simon Pierce)

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

vii. Membership Committee (David Levesque)

- a. Current membership of 40 (as at 31st August 2024) who are all financial
- b. Ben Crockett has rejoined.

Motion:

“That the minute actions taken to be accepted”

Moved By:

Leigh Pollard

Seconded:

Simon Pierce

Carried

Yes / No

Item 10 – General Business

i. New Members

- a. Motion that an invitation to be submitted to following persons. New members are;

ii. Donations to the Lodges (Graeme Ingall)

- b. Refer to Appendix G (page 21) in the Meeting Agenda.

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

iii. Positions and Future Positions

- a. Discussion and thoughts of positions held by Directors and how to put into place a succession plan going forward.
- b. Potential of the individual roles being broken down into smaller parts rather than roles.

iv. AOB

- a. **Central Coast Bulldogs Presentation Day.** Saturday 19th October 2024 at Budgewoi Football Club starting at 1pm. Alex to send names to Paul Pafumi to confirm who is going to attend.

Names: Alex Mountain, Graeme Ingall, Ben Falconer, Leigh Pollard and David Levesque.





b. Clothing.

Suggestions: Send Simon an email with sizes and requirements. Recommendation to get sized up first before making an order.

c. Shirley Shuttle Update

Jim provided an update on Shirley Shuttle.

d. New meeting location for future Board Meetings from Thursday 26th September 2024

Suggestions: Terrigal Bowling Club is used by the Grand Officers Association. Motion put forward that this be the location of our next Board Meeting on Thursday 28th November 2024.

e. iPad Replacement

Suggestions: Alex to contact Shanae Cleary to discuss options and solutions. 0407 013 241. Alex to report back with findings and put a motion forward to have 1 / 2 kits to trial. Motion to be made during our next Board Meeting.

Motion:

“That the minute actions taken to be accepted”

Moved By:

Ben Falconer

Seconded:

Andrew Kfoury

Carried

Yes / No

Item 11 – Meeting Closed

The President closed the meeting at 9:00PM

Item 12 – Next Board Meeting

Our next Board Meeting will be on Thursday 28th November 2024 held at Terrigal Bowling Club, 4 Wilson Road, Terrigal NSW 2260 at 7:00PM.

Dinner booked for 6:00PM for those wishing to dine before the Meeting. All Directors are encouraged to attend, and the invitation is extended to our Members.





Date	Standing Action(s) Required	Responsible
1 Jan 2025	SIM Cards	Treasurer
15 Jan 2025	Storage	Secretary
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	Treasurer
1 Apr 2025	Insurance – Directors, Car & Public Liability	Treasurer
1 Apr 2025	Post Office Box Renewal	Secretary
1 April 2025	Radio 5-O Subscription (\$ 55.00) – Treasurer	Treasurer
1 Jun 2024	Organize dates for 2025 Board Meetings (Ourimbah RSL)	Secretary

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 2024	Renew – www.karagicourt.org.au	S. Williams
24 Sept 2024	Renew – www.freemasonsonthecentralcoast.com.au	S. Williams
4 Dec 2024	Renew – www.freemasonscc.org	S. Williams
24 Nov 2024	SSL Certificate	S. Williams
24 Nov 2024	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)	Storage	6
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

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