



Board Meeting Minutes

Date & Time:	Thursday 30 th May 2024 7:00PM
Location:	Ourimbah RSL, 20 Pacific Highway, Ourimbah NSW 2258
Attendees:	Jim Noble, Graeme Ingall, Chris Matthews, Alex Mountain, David Levesque, Simon Pierce, Ben Falconer and Andrew Kfoury (via Zoom)

Item 1 – Welcome

The President Jim Noble declared the meeting open at 7:00pm and welcomed all Directors.

Item 2 – Apologies

No apologies given.

Motion:	“That those apologies (if applicable) be accepted”				
Moved By:	Graeme Ingall	Seconded:	Chris Matthews	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?

- David Levesque has registered a conflict of interest with the over 50s Club application.

Item 4 – Minutes of Previous Board Meeting

The Minutes of the previous Board Meeting held on Thursday 29th February 2024 held at Ourimbah RSL have been distributed to all Directors via email on Friday 1st March 2024 from Alex Mountain.

No communication has been received to modify or adjust the minutes circulated.

Motion:	“That the minutes of the previous Board Meeting be accepted”				
Moved By:	Alex Mountain	Seconded:	Simon Pierce	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. Membership (David Levesque).

Action: Membership database is now up to date with yearly subscriptions. Resignations received from G Bown, S Sullivan, D Dean, N Higgs (verbal) and I Mumford.

ii. Gosford Cenotaph (Graeme Ingall).

Action: Jim Noble and Graeme Ingall attended Gosford Cenotaph where Greg Mawson, Patsty Edwards, Derek Crawford and other members of Gosford RSL Sub-Branch attended. Freemasons on the Central Coast were thanked for their assistance with Meril Jackson (historian for Gosford Cenotaph) gave a short lecture on its history. Media report submitted to Simon for release.





iii. CCLHD – Carers Cottage & Children’s Ward (Graeme Ingall).

Action: Date of presentation planned for Tuesday 7th May 2024 for Morning Tea at the CCLHD Children’s Ward (D4) at 10:00am has been postponed. New date / time required.

iv. Payments Made (Chris Matthews).

- Toukley Neighbourhood Centre - \$1,876.00
- Central Coast Bulldogs - \$6,633.00
- Central Coast Kids In Need - \$100.00 deposit for Race Day

v. Central Coast Kids In Need Race Day 2024 (Chris Matthews).

Action: Save the date for Saturday 9th November 2024 at Wyong Race Club.

Motion:	“That the minute actions taken to be accepted”				
Moved By:	Alex Mountain	Seconded:	Ben Falconer	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: Will be collected by Shanae on 26th April 2024. Date to be returned TBC.

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

Action: Attendees are Alex Mountain, Ben Falconer and Leigh Pollard. Simon Pierce TBC.

iii. Central Coast Bulldogs Presentation – Budgewoi Soccer Club Saturday 20th April 2024 (Chris Matthews).

Action: Attendees were Jim Noble, Chris Matthews, David Levesque, Ben Falconer and Graeme Ingall. Apologies from Alex Mountain. Media report submitted to Simon for release.

iv. Freemasons on the Central Coast Media Releases (Graeme Ingall).

Action: Freemasons on the Central Coast (AGM), Brisbania Public School, Manno Men’s Shed, Central Coast Bulldogs and Gosford Cenotaph media releases have been published to website and social media page.

v. Freemasons on the Central Coast AGM – Thursday 11th April 2024 (Graeme Ingall).

Action: All members forwarded by mail (Letter, Proxy, Subscription and Director Nominations). Annual reports forwarded. Guest speakers were Tia Covi and Tyler Williams. Added to website.





vi. Reinvestment of TD (Chris Matthews).

Action: 22nd April the TD held at Newcastle Permanent was re-invested for 4.6%, maturing on 5th October 2024.

vii. ACNC & ASIC Update (Graeme Ingall).

Action: Andrew Kfoury has now been added as a 'Responsible Person' in accordance with ACNC. Correspondence forwarded to Adrian Thompson advising Andrew's appointment as a new Director at the AGM and requested that Andrew be added to the ASIC Register.

viii. CCHLD Presentation for the Carer's Cottage and Children's Ward (Graeme Ingall).

Action: Postponed due to the funeral of Mrs Yvonne Hart. Date to be reorganised.

ix. Correspondence and discussions with Adrian Thompson (Auditor) regards 2023 Financials (Graeme Ingall).

Action: Jim Noble, Chris Matthews, David Levesque and Graeme Ingall attended. Adrian Thompson stated that financials were in order.

Motion:	"That the actions taken between Board Meetings be accepted"				
Moved By:	Alex Mountain	Seconded:	David Levesque	Carried	Yes / No

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 – Update required on Toukley Neighbourhood Centre presentation. Date to be organised for presentation and media release. Tuesday the 4th June at 1pm (David to confirm).

Good Gear – Availability of stubby holders. Agreed on 250 PCS and Simon will organise the visual for order.

Joeseeph Scicluna – Allowah House. No applications or information received.

Joeseeph Scicluna – Barang Regional Alliance. No applications or information received.

Smith Family – Receipt of \$1,000.00 for Christmas Gift Cards. No action required.

Motion:	"That all correspondence be accepted"				
Moved By:	Leigh Pollard	Seconded:	Graeme Ingall	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 8th February 2024 to 25th May 2024;

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

Date:	Chq No.:	To Whom:	Amount: \$
22.02.24	BPay	National Storage	2,079.00
01.03.24	Oska	A. Mountain – Board Meeting	54.00
01.03.24	Oska	J. Noble – Board Meeting	72.00
01.03.24	Oska	D. Levesque – Director’s expenses	112.10
01.03.24	Oska	J. Noble – Director’s Expenses	94.64
01.03.24	Oska	B. Falconer – Director’s expenses	133.20
01.03.24	Oska	G. Ingall – Director’s Expenses	505.16
01.03.24	Oska	C. Matthews – Director’s Expenses	593.30
01.03.24	Oska	B. Falconer – Board Meeting	63.00
01.03.24	Oska	C. Matthews – Board Meeting	97.00
01.03.24	Oska	D. Levesque – Board Meeting	71.00
01.03.24	Oska	S. Pierce – Board Meeting	126.00
01.03.24	Oska	G. Ingall – Board Meeting	54.00
07.03.24	Oska	S. Pierce – Drop Box	209.22
07.03.23	Oska	Fortunity – Audit Fees	4,840.00
14.03.24	Oska	Good Gear – Clothing	688.28
20.03.24	BPay	Insurance Brokers – Director’s Insurance	1,172.15
20.03.24	BPay	Insurance Brokers – Volunteer’s insurance	87.45
26.03.23	C.C.	Australia post – Post Office Box	174.00
16.04.24	Oska	B. Falconer – Travel	34.00
16.04.24	Oska	G. Ingall - Travel	24.00
16.04.24	Oska	J. Noble – Travel	42.00
16.04.24	Oska	A. Mountain – Travel	24.00
16.04.24	Oska	S. Pierce – Travel	41.00
16.04.24	Oska	D. Levesque – Travel	41.00
16.04.24	Oska	C. Matthews – Travel	67.00
16.04.24	Oska	L. Pollard – Travel	35.00
01.05.24	Oska	Radio 5-O-plus – Annual Subscription	55.00

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

Date:	Method:	To Whom:	Amount: \$
22.03.24	Oska	Toukley Neighbour Centre – Laptops (2)	1,876.00
05.04.25	Oska	Transfer to 9881 82800	7,000.00
09.04.24	Oska	CCKIN Race Day - Deposit	100.00
20.04.24	Oska	CC Bulldogs - Clothing	6,633.00
20.04.24	Oska	Transfer to 9881 82800	4,000.00



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)

02.04.24	Oska	Transfer from 30-144-0974 (Smith Family)	920.06
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Appendix F - Tap & Go Account: 082-356 30-144-0974 (NAB)

Date	Method:	To Whom:	Amount: \$
16.02.24	Oska	D. Young – BBQ Costs	331.80
26.02.24	Oska	Monitor – Refectory	20.00
05.03.24	Oska	D, Young – BBQ Costs	302.40
02.04.24	Oska	Transfer to 30-167-5247	920.06
24.05.24	Oska	D. Young – BBQ Costs	20.85

ii. Confirmation of Bank Accounts and Investments;

Account Type	BSB	Account #	Balance Date	Balance Amount (\$)
Expense Account	650-000	9881 82800	7 th February 2024	\$4,935.95
Charity Account	650-000	9861 17706	29 th February 2024	\$58,751.57
Term Deposit	650-000	560 509 008	7 th February 2024	\$50,000.00
Holding Account	082-356	30 167 5247	7 th February 2024	\$2,714.06
Tap & Go Account	082-356	30 144 0974	29 th February 2024	\$2,610.47

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	\$26.00
Chris Matthews	\$345.60
Graeme Ingall	\$988.75
Alex Mountain	-
David Levesque	\$55.20
Simon Pierce	-
Ben Falconer	\$97.20
Leigh Pollard	-
Andrew Kfoury	-



iv. Investment Updates (as at 5th April 2024)

Establishment	Amount	Term	Mature Date
NAB TD	\$306,215.00	5.00% - 12 months	17 th March 2025
ANZ TD	\$306,215.00	5.00% - 12 months	17 th March 2025
Macquarie Bank TD	\$50,000.00	4.80% - 6 months	1 st October 2024

v. Investment Updates (as at 16th April 2024)

Establishment	Amount	Amount	Amount
Platinum International Fund	-	\$101,271.00	Redeemed
Antipodes Global Fund	-	\$76,212.00	Redeemed
Cash Account (2023 Income Reinvestment)	\$43,521.00	\$23,726.00	\$19,795.00
GOG Partners Global Quality Equity Fund	\$0.00	\$127,483.00	\$127,483.00
Pella Global Generations Fund Class B	\$75,795.00	\$50,000.00	\$125,795.00
Solaris Australian Equity Long Short Fund	\$75,148.00	\$23,726.00	\$98,874.00
Total(s)	\$371,947.00	-	\$371,947.00

vi. Newcastle Permanent (TD Reinvestment)

Account	Amount	Term	Mature Date
560-509-008	\$50,000.00	4.00%	22 nd April 2024
560-506-008	\$50,000.00	4.60%	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 (James Noble)

a. CCKIN (Central Coast Kids In Need) – Lorraine Churchill

- Request for 'Born to Live' programme
- Request for \$5,000.00 will be donated with another \$5,000.00 on the CCKIN Race Day. Moved by Alex Mountain and seconded by Ben Falconer.
- Application completed. Application approved by the Board.

b. Long Jetty Over 50's Club – Sue Brotton

- Portable Keyboard with Stand, Microphone, Speaker and Mixer (see Manny's Crow Nest and Steve Forrest Music Tuggerah)
- Cost \$3,634.95. Moved by Graeme Ingall and seconded by Simon Pierce.
- Application completed. Application approved by the Board with 2 separate payments.

c. HOTS (Coast & Country Primary Care) – Aaron Connon

Action: Organise a presentation date, write up and provide pictures for media report.

d. The Bay Viking Rugby Club – Elinor Faulkner

Action: Organise a presentation date, write up and provide pictures for media report.

e. Toukley Neighbourhood Centre – David Levesque

Action: Payment made. Organise a presentation date, write up and provide pictures for media report. Awaiting delivery for items. David Levesque to follow up. Simon Pierce to send logo.

f. Discussion to support The Central Coast Charity Hub (Biker's Hand) via Central Coast Bulldogs – Graeme Ingall

Action: At the last District 21 Meeting, Tony from the Bikers Hand (known as The Central Coast Charity Hub) collects and receives donations of clothing and foot items which are supplied as requires to Mary Macs, Shoebox Revolution, Berkeley Vale Neighbourhood Centre, The Entrance Neighbourhood Centre etc. Joseph Scicluna has spoken to Central Coast Bulldogs for a joint effort with District 21.

Motion: Donation of \$1,000.00 to the Central Coast Bulldogs to purchase food items. Must be a joint venture and must be approved by both. Moved Graeme Ingall seconded Alex Mountain.

ii. Media Committee (Simon Pierce)

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



iii. Membership Committee (David Levesque)

- a. Current membership of 41 (as at 1st May 2024) who are all financial
- b. Invitations to join sent to Attila Paszta.

Motion:

"That the minute actions taken to be accepted"

Moved By:

Jim Noble

Seconded:

Simon Pierce

Carried

Yes / No

Item 10 – General Business

i. 2024 Annual General Meeting (AGM) – Thursday 11th April 2024

- a. That the following Directors were elected;

President – Jim Noble
Vice President – Leigh Pollard
Secretary – Graeme Ingall
Treasurer – Chris Matthews
Director – Alex Mountain
Director – David Levesque
Director – Simon Pierce
Director – Ben Falconer
Director – Andrew Kfoury

ii. Signatories on Cheque Accounts (as at 25th May 2024)

- 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

Carried:

Yes / No





iii. Signatories on NAB Accounts (as at 25th May 2024)

a. BSB: 082-356 Community Fee Saver Account (Tap & Go Account) 3014 40974 and Business Cash Management Account (Storage Account) 3016 75247 (EFT only)

- Current signatories are David Levesque, Simon Pierce, Chris Matthews and Graeme Ingall.

b. Motion that signatures on the above accounts remain the same

Moved:	Graeme Ingall	Seconded:	Leigh Pollard	Carried:	Yes / No
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iv. Composition of Finance Committee (as at 25th May 2024)

a. Chris Matthews, Geoff Bown, David Levesque and Graeme Ingall are members of the Finance Committee. As members of the Finance Committee, all are signatories on the WRAP (Macquarie Bank) account held at Fortunity.

b. A copy of Geoff Bown resignation from Karagi Court and the Board has been forwarded to Shaun O'Farrell (19th April 2024).

c. Motion that the following Directors – Chris Matthews, James Noble and Graeme Ingall be appointed to the Finance Committee.

Moved:	Graeme Ingall	Seconded:	Chris Matthews	Carried:	Yes / No
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d. Motion that the following Directors – Chris Matthews, James Noble, David Levesque and Graeme Ingall be appointed and that Geoff Bown be removed from / to the WRAP Account.

Moved:	Chris Matthews	Seconded:	Graeme Ingall	Carried:	Yes / No
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v. Composition of Charity Committee (as at 25th May 2024)

a. James Noble (Chairman of Charity Committee) with the assistance of Alex Mountain, Chris Matthews and Graeme Ingall. The president is ex-officio.

b. Motion that Leigh Pollard be appointed as the Chairman of the Charity Committee with the following Directors to assist - Ben Falconer, Chris Matthews and Graeme Ingall and Alex Mountain

Moved:	Leigh Pollard	Seconded:	David Levesque	Carried:	Yes / No
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vi. Composition of Public Relations Committee (as at 25th May 2024)

- a. Directors are collating articles and pictures with Simon Pierce correctifying and adding professionalism to the release.
- b. Publicity. For all applications that are successful, there should be a media release. However, a Director who attends that event should be prepared to provide a write up with pictures for media release.
- c. Website, Dropbox and Facebook. Simon Pierce is controlling the activity and is doing well.
- d. Administrator controls with Shanae Williams, Simon Pierce is Chairman and assisted by Graeme Ingall.
- c. Motion that Shanae Williams retain administrator controls and access with Simon Pierce and Graeme Ingall to be appointed to the Public Relations Committee.

Moved:	Simon Pierce	Seconded:	Chris Matthews	Carried:	Yes / No
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vii. Composition of Membership Officer (as at 25th May 2024)

- a. David Levesque is the current Membership Officer.
- b. Involves in keeping membership database up to date, collecting subscriptions, contact details and forwarding 'invitation to join' to approved persons.
- d. Motion that David Levesque to be appointed as Membership Officer.

Moved:	Alex Mountain	Seconded:	Ben Falconer	Carried:	Yes / No
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viii. Travel and Meal Allowances for Directors of the Board (as at 25th May 2024)

- a. Current Travel Allowance is \$1.20 per kilometre travelled. This amount is only to be paid if Director travels for a Karagi Court event or function.
- b. Current Meal Allowance is \$30.00 to purchase an evening meal before the Board Meeting. This amount is only to be paid if Director partakes in a meal.
- e. Motion that Meal Allowance remains at \$35.00 per Director who purchases a meal before the Board Meeting.
- f. Motion that Travel Allowance remains at \$1.20 per kilometre but may be adjusted at a future meeting for increases of fuel.

Moved:	Chris Matthews	Seconded:	Ben Falconer	Carried:	Yes / No
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ix. Future Board Meeting Dates

a. 2024 (Current) – Approved

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

b. 2025 (Proposed) – Approved

- Thursday 20th February 2025
- Thursday 3rd April 2025 (AGM)
- Thursday 22nd May 2025
- Thursday 24th July 2025
- Thursday 25th September 2025
- Thursday 27th November 2025

x. New Members

a. That the following be invited to join;

- Pasquale Meduri
- Eric Gibbs

g. Motion that the following be sent an intitation to join.

Moved:	Alex Mountain	Seconded:	Graeme Ingall	Carried:	Yes / No
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xi. Donation to the Lodges

- a. Refer to Donation to the Lodges proposition in Appendix G (Page 22) in the Agenda. Graeme Ingall to amend policy surrounding how we proceed.

xii. Stubby Holders

- b. Refer to Stubby Holder proposition in Appendix H (Page 23) in the Agenda. Agreed a maximum of 250 PCS but review prices.

xiii. Constitution Booklet

- a. Graeme Ingall to provide all Directors a constitution booklet for next Board Meeting.

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





Item 11 – Meeting Closed

The Vice President Jim Noble closed the meeting at 8:55PM

Item 12 – Next Board Meeting

Our next Board Meeting will be on Thursday 25th July 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.

Annex A – 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 Noble
President
Karagi Court