

**President:**  
Geoff Bown

**KARAGI COURT LIMITED**  
ABN 92 002 044 500

**Secretary:**  
Graeme Ingall

***Please check Page 6 for actions to be taken.***

**Minutes**

**Minutes of the Board Meeting held at the Ourimbah RSL Club  
Thursday 26 May 2022 commencing at 7:05 pm.**

**Present:** Geoff Bown (President); James Noble (Vice President); Graeme Ingall; Chris Matthews; David Levesque and Simon Pierce.

1. **Welcome.**  
Geoff welcomed Brett Walker, CEO Camp Breakaway, as well as thanking the directors for their attendance.
2. **Apologies: (Nil)**
3. **Conflict of Interest:**  
There was no Conflict of Interest declared regarding the Agenda.
4. **Minutes of the Board Meeting – Thursday 24 March 2022.**

**Motion:** *'That the minutes of the 24 March 2022 Board Meeting held at the Ourimbah RSL be accepted.'* *(Circulated by email 16.04.2019 to your iPads and PCs)*

**Moved:** James Noble                      **2<sup>nd</sup>:** Simon Pierce                      **Carried.**

5. **Matters arising from those Minutes.**
  - i. **Brad Pemberton – Chris Matthews:**  
16.04.2018 a cheque for \$ 5,495.00 was forwarded to Invacare Australia, Seven Hills for the purchase of a racing wheelchair for Brad Pemberton, who now resides at Aberdare. Shortly after ordering his wheelchair, Brad had further medical complications where he had to cancel the order and the money was placed into trust by the company. Brad has which resulted in him no longer requiring that wheelchair. Chris has spoken to Mr David Moeller who has advised that the company is prepared to refund the money paid.

**Motion:** *'That a letter be forwarded to Mr David Moeller of Invacare Australia requesting refund of moneys to our Charity account. Mr Brad Pemberton is to be informed of this.'*

**Moved:** Chris Matthews                      **2<sup>nd</sup>:** James Noble                      **Carried.**

**Motion:** *'That a letter be forwarded to advise Brad Pemberton of the receipt of money and that he be advised to obtain a quote for a suitable replacement wheelchair. If the quote exceeds the refund but not more than \$ 500.00, it is to be paid.'*

**Moved:** Chris Matthews                      **2<sup>nd</sup>:** James Noble                      **Carried.**

6. **Matters finalised or occurred since last Board Meeting – 24 March – 9 May 2022.**  
Only contains matters that have been commented upon; for other events see agenda.
  - i. **Responsible Person & DIN Update – Graeme Ingall:**

Awaiting 1 directors update; all DIN numbers have been forwarded to me except 2.  
Forward Directors Information to Fortunity.

**Motion:** *'That actions taken from 24 March – 9 May 2022 be adopted.'*

**Moved:** David Levesque **2<sup>nd</sup>:** Simon Pierce **Carried.**

**7. Correspondence – 24 March – 9 May 2022.**

**Motion:** *'That the inwards and outwards correspondence contained in agenda be accepted.'*

**Moved:** Graeme Ingall **2<sup>nd</sup>:** Chris Matthews **Carried.**

**8. Treasurer's Report – (from the agenda).**

<b>Date:</b>	<b>Director:</b>	<b>Amount (\$):</b>
26.05.2022	G. Ingall	491.78
26.05.2022	C. Matthews	435.20
26.05.2022	G. Ingall	47.00
26.05.2022	C. Matthews	106.00
26.05.2022	G. Bown	324.00
26.05.2022	D. Levesque	99.00
26.05.2022	J. Noble	90.00
26.05.2022	S. Pierce	85.00

**Motion:** *'That the Treasurer's report be received and adopted including any ratification of payments made and approval of payments to Directors and members, if any.'*

**Moved:** Chris Matthews **2<sup>nd</sup>:** David Levesque **Carried.**

**9. Committee Reports -**

**A. Charity Committee Report – Geoff Bown:**

**Motion:** *'That the Charity Committee's Report be accepted and the following actions listed above are to be taken –*

**(1) Mannering Park Men's Shed – Tuesday 7 June at 10:30.**

Attendees – Chris Matthews, Graeme Ingall, Geoff Bown with plaque . All directors invited.

**(2) SLSCC – Awards of Excellence – Saturday 11 June at 18:00:**

Attendees – Geoff Bown Chris Matthews, David Levesque & Graeme Ingall.  
Dress – FOCC shirt, tie & jacket.

**(3) CCKIN Race Day – Saturday 9 July at 11:00:**

Attendees – Chris Matthews (2), Ourimbah RSL (2), Anglicare Warnervale (2), VRA (2) & Fortunity (2) = 10 (Via email dated 13.05.2022)

**Motion:** *'That 3 tickets be purchased for Dennis and Liz Young and Denis Dean in recognition of their donation of time and resources to District 21.'*

**Moved:** James Noble **2<sup>nd</sup>:** David Levesque **Carried.**

**Motion:** *'That a donation of \$ 5,000 be made to Central Coast Kids In Need on Saturday 9 July, 2022.'*

**Moved:** James Noble                                    **2<sup>nd</sup>:** David Levesque                                    **Carried.**

**(4) Anglicare, Warnervale – Chris Matthews:**

Due Covid 19 and influenza rules, Chris is awaiting a suitable date for presentation.  
Lilian Wallace – [wallynet1@bigpond.com](mailto:wallynet1@bigpond.com)

**(5) Terrigal Surf Life Club – Chris Matthews:**

Awaiting invitation to a Sponsors Evening.

**(6) Bay Gallery & Arts Studios Co-op, Ettalong – Geoff Bown:**

Graeme advised Geoff that the best time for contact is Friday to Sunday. Leisha, contact person, has now departed. It would probably be best to visit the premises. Geoff hopes to make contact by next meeting. Spoke to Helen Mortimer (03.06.22) who is awaiting your contact.

**(7) CCKIN – Geoff Bown:**

Rhonda and Lorraine be invited to attend our next Board Meeting.

**(8) CC Cancer Outpatients – Geoff Bown:**

Geoff will contact Gary Young who is currently in Darwin, on his return.

**(9) Anglicare, Warnervale – Chris Matthews:**

Chris has forwarded an application form to Lillian; Anglicare would like to obtain some garden furniture.

**(10) Mary Macs, Laundry Project:**

Simon advised that an application would be received shortly from Mary Macs.

**Moved:** David Levesque                                    **2<sup>nd</sup>:** James Noble                                    **Carried.**

**B. Website Report – Simon Pierce:**

(1) Update has been completed.

(2) Purchase 2 domains –

- freemasonsonthecentralcoast.au
- freemasonsc.co.au

**Motion:** *'That the 2 above domains be purchased.'*

**Reason:** We own the above domains - .com.au and now - .au

**Moved:** Simon Pierce                                    **2<sup>nd</sup>:** Chris Matthews                                    **Carried.**

(3) Provision of information and photos for the website. Graeme stated it was extremely important for an individual to be responsible to gather this information and supply it to Simon.

The only decision was that somebody will do it.

**C. Membership – Graeme Ingall:**

(1) The list was up-to-date, with an email being forwarded to those 5 who are unfinancial.

10. General Business

i. **Signatories on cheque accounts - 9881 82800 (Expense A/c) and 9861 17706 (Charity A/C):**

**Motion:** *‘That the signatories on Newcastle Permanent accounts – Expense Account – 9881 82800 and Charity Account – 9861 17706 – be*

- *Cheques - Chris Matthews, Geoff Bown, Graeme Ingall, Simon Pierce and James Noble and*
- *Digital - Chris Matthews, Geoff Bown and Graeme Ingall, and*
- *any two to sign.*
- *All other persons be removed as signatories.’*

**Moved:** Chris Matthews                      **2nd:** James Noble                      **Carried.**

ii. **Composition of Finance Committee:**

**Motion:** *‘That the following directors Chris Matthews, Geoff Bown, Graeme Ingall and David Levesque be appointed to the Finance Committee.’*

**Moved:** Chris Matthews                      **2nd:** James Noble                      **Carried.**

iii. **Signatories on WRAP Account:**

**Motion:** *‘That the following directors Chris Matthews, Geoff Bown, Graeme Ingall and David Levesque be the signatories on the WRAP Account.’*

**Moved:** Chris Matthews                      **2nd:** Simon Pierce                      **Carried.**

iv. **Composition of the Charity Committee:**

**Motion:** *‘That the following directors James Noble (Chairman), Chris Matthews and Graeme Ingall be appointed, with Geoff Bown as ex-officio.’*

**Moved:** Graeme Ingall                      **2nd:** David Levesque                      **Carried.**

v. **Composition of the Publicity, Facebook and Website Committee:**

**Motion:** *‘That Shanae Williams be retain as the overall administrator with Simon Pierce, the controller, of Facebook, Publicity and Website and assisted by Graeme Ingall.’*

**Moved:** James Noble                      **2nd:** David Levesque                      **Carried.**

Graeme advised that the iPads would be delivered to Shanae next week for updating.

vi. **Remuneration for Directors:**

**Motion:** *‘That the Dinner remuneration be raised to thirty dollars (\$ 30.00) per Director who purchases a dinner attending the Board Meeting, commencing from this evening’s meeting (26.05.2022).’*

**Moved:** Chris Matthews                      **2nd:** James Noble                      **Carried.**

**Motion:** *‘That the travel re-imbusement per member remains at one dollar (\$ 1.00) per kilometre but may be adjusted at a future meeting due to increases in fuel costs.’*

**Moved:** Chris Matthews                      **2nd:** David Levesque                      **Carried.**

vii. **Membership Officer:**

**Motion:** *‘That David Levesque be appointed as Membership Officer and must liaise with the Website manager concerning names and email addresses.’*

**Moved:** Graeme Ingall                      **2nd:** Chris Matthews                      **Carried.**  
Graeme to forwarded ‘Invitation to Join’ documents to David.

viii. **Director’s Attire:**

**Ties** – Chris has 1. It was agreed to purchase more. Chris to attend.

**Coats** – Graeme to provide David and Alec with a coat: David and Alex to attend Lowes to purchase and be re-imbursed.

**Shirts** – David and Alex to forward to Simon Pierce with neck size.

ix. **Director’s Vacancies:**

**Motion:** *‘That Alex Mountain and Campbell Page be appointed as Directors when their approved DIN Numbers are forwarded to the Secretary.’*

**Moved:** Graeme Ingall                      **2nd:** James Noble                      **Carried.**

x. **Next Board Meeting – Thursday 28<sup>th</sup> July 2022 at Ourimbah RSL with Central Coast Kids In Need as guest speakers.**

11. **There was no further business, the meeting closed at 9:19 pm.**

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Geoff Bown – President

**Date:** 28<sup>th</sup> July 2022.

<b>Date</b>	<b>Board Action/s to be taken – 2022 / 2023</b>
<b>1 Jan 2023</b>	<b>SIM Cards – Chris &amp; Sue Matthews</b>
<b>15 Jan 2023</b>	<b>Storage</b>
<b>24 Jan 2023</b>	<b>Renew Trading Name – Freemasons on the Central Coast – Adrian Thompson</b>
<b>1 Feb 2023</b>	<b>Renewal of Stamp Duty Exemption – Office of State Revenue – Chris Matthews</b>
<b>1 Apr 2023</b>	<b>Insurance – directors, car &amp; Public Liability</b>
<b>1 Apr 2023</b>	<b>Post Office Box Renewal</b>
<b>1 Jun 2022</b>	<b>Organize dates for 2023 Board Meetings – Ourimbah RSL</b>
<b>28 Jul 2022</b>	<b>Renew - <a href="http://www.karagicourt.org.au">www.karagicourt.org.au</a> –</b>
<b>24 Sep 2022</b>	<b>Renew - <a href="http://www.freemasonsonthecentralcoast.com.au">www.freemasonsonthecentralcoast.com.au</a></b>
<b>4 Dec 2022</b>	<b>Renew – <a href="http://www.freemasonsc.org">www.freemasonsc.org</a></b>
<b>1 Jun 2023</b>	<b>Renew - <a href="http://www.freemasonsonthecentralcoast.au">www.freemasonsonthecentralcoast.au</a></b>
<b>1 Jun 2023</b>	<b>Renew - <a href="http://www.freemasonsc.org">www.freemasonsc.org</a></b>
<b>4 Dec 2022</b>	<b>SSL Certificate</b>
<b>26 May 2022</b>	<b>Keys – post office box and storage shed - Chris Matthews, Geoff Bown, Graeme Ingall</b>

<b>Director:</b>	<b>Minute No.:</b>	<b>Action to be taken:</b>
<b>Graeme Ingall</b>	5 (i)	Letter to David Moeller and Brad Pemberton.
<b>Graeme Ingall</b>	6 (i)	Director’s details to Adrian Thompson.
<b>Geoff Bown</b>	9 A (3)	Organise 3 tickets to Wyong Races – Dennis & Liz Young & Denis Dean.
<b>Geoff Bown</b>	9 A (6)	Contact Helen Mortimer, Arts Studio Co-op
<b>Geoff Bown</b>	9 A (7)	Invite Rhonda & Lorraine to next Board Meeting – 28 July.
<b>Geoff Bown</b>	9 A (8)	Contact Gary Young – CC Cancer Project
<b>Simon Pierce</b>	9 B (2)	Arrange purchase of domains (2).
<b>Graeme Ingall</b>	10 (v)	Arrange delivery of iPads to Shanae.
<b>Graeme Ingall</b>	10 (vii)	Deliver information to David.
<b>Chris Matthews</b>	10 (viii)	Order more ties.
<b>Graeme Ingall</b>	10 (viii & ix)	Simon, David & Alex arrange jackets & shirts.