

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 20 June 2023

The meeting commenced at 7pm in the clubhouse, 346 Opito Bay Road, RD1, Kerikeri.

1 Attending

A Wells (Commodore), P Kee, M Turner (Vice-Commodore), S Cain (Keelboat), R Dempster (Marina), P Woods (Marina), N Fraser (Social/Launch), B Carter, T Bingham, R Dempster, D Keen

2 Apologies

D Smith

Resolution: *It was resolved to accept the apologies.
Proposed R Dempster/Seconded A Wells: Carried*

3 Minutes of the Previous Meeting

Not circulated. Will be held over to the next meeting.

4 Health & Safety

4 Health & Safety meetings held since the last General Committee meeting.

2 accidents reported

1. Customer banged her head on trophy cabinet while sitting on couch, no first aid required, remedial actions (furniture moved & staff opening procedure updated) taken to avoid repeat.
2. 1 accident on marina - slipping on steps while disembarking a vessel. Individual required medical care as a result. Step design will be queried with vessel owner.

Resolution: *To accept the Health & Safety Report
Proposed D Keen/Seconded R Dempster: Carried*

5 Finances

Resolution: *To approve the Profit & Loss Report to 31 May 2023 & the invoices for payment in June & credit card transactions for May 2023 & debtors balance.
Proposed A Wells/Seconded M Turner: Carried*

M Smith - debt - Club needs to get rid of the boat Baliff/Kaikohe District Court/ Distress Warrant

5.1 Budget

Final budget numbers will be advised for the July meeting of the General Committee.

6 Decisions

6.1 Fuel Jetty Hull Clean

P Woods declares a conflict of interest in the issue & is excused from the debate.

On Monday 12 June (King's Birthday public holiday), the owner of the vessel Grandma was seen to be cleaning the vessel's hull while dried out next to the fuel jetty. A member of the Marina & General Committee's advised the Club member to stop the activity as it was contrary to the NRC rules. The Club member refused. NRC's environmental hotline were immediately advised of the situation. No NRC staff were able to attend. Photos of the activity were taken & photos of the barnacle debris (complete with black antifoul) were taken & forwarded to NRC.

Resolution: *It was resolved to send a letter pointing out the breach of NRC consent conditions & noting that 2.3 &/or 2.4 of the KCC Constitution "bringing the Club into disrepute" may be applied. A general reminder in the Club Newsletter promoting the rules the fuel jetty i.e. not a wash down grid will also be published.*

Proposed M Turner/ Seconded B Carter: Carried

6.2 Club Asset Refurbishment Expense Splits

The Kerikeri Cruising Club Marina Committee has considered & accepted the proposed Club Asset Refurbishment Cost with a request to clarify the demarcation between the reclamation carpark & the access driveway. That the demarcation between the reclamation carpark & the driveway be from the office building to the curb with the trailer boat parks - M MacDiarmid to draw & circulate.

Resolution: *It was resolved to adopt the Club Asset Refurbishment Expense Splits (see above), report the splits to the Club general meetings, research major refurbishment project funding options (possible partial public funding) & increase the regular refurbishment annual contribution in the Club's budget.*

Proposed A Wells/Seconded M Turner: Carried

6.3 Visitor Pool Recommendations

A summary of issues relating to berths that are in the visitor pool for long periods of time was considered by the Marina Committee. This summary & the recommended process for the treatment of long-term visitor arrangements had been considered & accepted by the Marina Committee. It is recommended that the KCC General Committee adopt this process. A policy document will be drafted to support the process.

Resolution: *It was resolved to adopt the process with a policy to follow.*

Proposed R Dempster/Seconded M Turner: Carried

6.4 A Pier Finger Connection Bolts

The Marina Committee has recommended that the A Pier Finger Connection Bolts be replaced as per the recommendation (attached to this agenda) for a total budget of \$12,029 exc GST plus a 10% contingency with this funding to be sought from the refurbishment accounts managed by the KCC Marina Trust. A resolution of approval from the General Committee is required before this can be put in front of the KCC Marina Trust for consideration.

Resolution: *It was resolved that the A Pier Finger Connection Bolts be replaced as per the recommendation (attached to this agenda) for a total budget of \$12,029 exc GST plus a 10% contingency with this funding to be sought from the refurbishment accounts managed by the KCC Marina Trust.*

Proposed D Keen/Seconded T Bingham: Carried

6.5 Berth Licence Transfer

The Marina Committee recommends that the berth licence transfer for A30(10m) from M & L Hutchinson to Alix Carere be approved (signed & sealed) by the Kerikeri Cruising Club.

Resolution: *It was resolved to approve the transfer of berth licence A30(10m) from M & L Hutchinson to Alix Carere.*

Proposed P Woods/Seconded R Dempster: Carried

6.6 Reclamation Title Cost & Timeframe Update

T Bingham advises valuation will be sent to LINZ this week.

6.7 Proposal for engaging a structural engineer to inspect the fuel jetty - T Bingham

3 quotes for the inspection of the fuel jetty;

All prices are excluding gst and the quotes are old but indicate a close spread of costs. I would like to retain Kakariki Engineering not just for his being the lowest quote but for his practical knowledge and approachability. He also inspects and consults on similar structures around the country and has given some advice for management of privately owned public access structures.

Shorewise 24/11/2022, \$2920.00 visual inspection, \$870.00 repair report, \$1760 report writing, total \$5,550.00

Haigh Workman 19/04/2023, \$750.00 onsite, \$3900.00 report writing, total \$4,043.48

Kakariki Engineering 20/02/2023, inspection and report total \$3,600.00

At the General Committee May meeting the appropriate qualifications required for engineers able to provide an inspection report was queried. In answer to that the Club's insurer Crombie Lockwood advised "We have recommended Shorewise (Rob Brown) as his background has always been associated with marina

construction with Total Marine Services, therefore he has a real understanding of the issues marina managers face in relation to maintenance and ongoing remedial work.

If you have a “qualified engineer” with an understanding of marina construction then I don’t see a problem in engaging them to do the work. We will then advise the insurers of the proposed engineer with their qualifications for approval.

I know the cost of engineers reports are extremely high, so if you can achieve a more competitive quote then no problem from our end.”

P Woods concerned that the quotes have not been sought from a cohesive quoting process & not convinced that the correct question is being asked i.e. should the fuel jetty be replaced rather than refurbished.

Quotes to be confirmed with standard letter of scope of what is required, please resubmit the quote

Deferred until July meeting

7 New Members & Resignations

7.1 New Members

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Second
Carlos Nathan	To be part of a boating community, learn more about boating	Senior	Kaeo	Launch (TIKI TOUR)	John Peppiatt	Ivan Lipanovich
Chris Gibbs	Access to Facilities	Senior	Kerikeri	Launch (ZEALANDIA)	Natasha Fraser	Heleen Donnolly
Jeffrey & Jenny Roberts	Moored at Opito Bay, Sailing & Club events	Family	Pakaraka	Keeler (KAILANI)	Lindsay Smith	Teresa Marsh
John Wilson	Use Ramps & E-pier	Senior	Kerikeri	Trailer Boat (JOHN'S DORY)	William Poore	Dinah Lawrence

7.2 Resignations

Phil & Zara Harris - moved overseas & sold berth licence

Teresa Marsh & Lindsay Smith - moved overseas

7.3 Change to Membership Type

None this month

Resolution: *To approve the new memberships, changed memberships & resignations as listed above.*
Proposed A Wells/Seconded T Bingham: Carried

8 Information Reports

8.1 Marina Matters

A draft of the Marina Matters newsletter was circulated to the General Committee for advance reading & comment. It is intended that this edition will be sent to berth licence holders in June 2023.

9 Committee Reports

9.1 Centreboard -

9.2 Keelboat Committee -

9.3 House, Social, Launch & Cruise

9.4 Marina Committee - minutes on file

9.5 Clean Club -

10 Action Sheet

Item & Start Date	Delegated Person(s)	Decisions/Future Action	Status & Update Dates
Reclamation Title	T Bingham, M MacDiarmid	<p>Title Application Process</p> <ol style="list-style-type: none"> 1. Application lodged with LINZ 2. Valuation of undeveloped seabed. Valuation \$6,000-\$12,000. Quote for valuation to be obtained 3. Land valuation can be negotiated, & impairments (reductions) on the valuations made. 4. LINZ will give a list of conditions to be met before title can be issued. 5. Land will have to be purchased 6. Title allocated <p>Licence holders advised at AGM of process & potential costs. T Bingham/Thomson Wilson Law first meeting held re confirming process & costs for obtaining title - notes filed LINZ contact has retired, new contact person established. Summary of Process provided by T Bingham to Feb 2022 meeting of General Committee. LINZ appointed valuer has made a site visit.</p>	Land valuation commissioned & underway
	General Committee	<p>Decision pending on expense split between club & marina on cost of reclamation title application.</p> <p>First legal invoice of \$4,100 paid by Club</p>	

		Preliminary land assessment \$450	
Public Access Conditions of Resource Consent	A Wells, D Keen, D Smith, M Turner, T Bingham	NRC & FNDC for a council liaison meeting postponed due to local body elections	
Launching Dock	Sub-committee M Turner, D Keen, T Bingham, D Brock	Preliminary estimate received Cost of 'consent application ready' plans being sought	
Club Asset Register	M Turner, R Dempster, T Bingham, A Wells, P Woods	Confirmation of shared cost responsibilities Club: Marina.	16/5/2023 recommendation to General Committee
NRC	A Wells	Council Liaison Meeting	
Dinghy Racks	M Turner	Assessment of potential new sites	
Moturoa Island	A Wells, M Turner	Meet to discuss dissatisfaction with domestic island rubbish in the Club's facility, long term parking of vehicles & trailers in the marina & clubhouse parks	
M Smith	M MacDiarmid, M Turner	Disputes Tribunal hearing held. Tribunal found in favour of the Club & will issue Court order for the debt to be paid. Advised that ownership & removal of the vessel from the mooring are beyond the jurisdiction of the Tribunal. District Court has jurisdiction. Harbour Master consulted as to action on removal of the vessel.	

		Dinghy Locker cleared	8/5/23
Health & Safety Review	Sub-committees	Sub-committees to consider & review	Underway
Clubhouse Future		Interior Improvements - Design, Pricing House & Social Committee to be involved in scoping the project	Underway
Variation of Consent to allow power tools at haul out	M MacDiarmid	Apply	
NRC Water & Sediment Test Results	M MacDiarmid	Review of management plan - underway Settlement tank & cesspit emptied & emptying frequency increased Professional advice being sought Water testing to be undertaken to assess effectiveness of remedial actions	Underway
Marina Berth Licence Review	Marina Committee	Law North advise licence &/or Constitution rules could be more explicit when licence transfer is declined on basis of Club membership eligibility.	Underway
Haul Out Ladders	R Dempster	R Dempster will forward information about tethering ladders to hauled out boats & have a safe footing for them.	
Little Blue Shed @ Lake Manuwai	B Edwards	Keep or dispose? To be resolved.	
Changes to the Incorporated Societies Act	T Bingham	Submit constitution as is and outline compliance when submissions open.	
Policy Collation	T Bingham	Research a dropbox for Club policies	

In water hull cleaning protocol		Adopted & implemented Further review of WorkSafe obligations to be undertaken	
Review Haul out operation	Marina Committee	Rules for boat owners	Completed
		Operators protocol	Underway - staff review underway
		WorkSafe Obligations	
		Working at heights, ladders & scaffolding	
Weigh station	R Dempster/BOI Swordfish Club (BOISW)	Organise certification of weigh station or installation of additional pile to accommodate scale Draft operating manual for approval of KCC, inc authorised operators Scope cost of amending the existing mast gantry to accommodate scales Identify future certification costs to be shared between KCC & BOISW	On hold
Centreboard & House/Social Committee Strategies		Brainstorming sessions for interested parties in early 2023	
Mast Gantry	T Bingham	New winch purchase & installation Purchase & installation of additional wire strop Strapping as indicated by report	
Te Pewhairangi Marine Mammal Sanctuary Event Permit		Application submitted to DoC 2021 DoC advises application requires amendment. Amendment implications being considered by keelboat & centreboard committees	

Procedure & Structure for Undertaking Significant Club Projects		Being reviewed by Marina Committee	
Fuel Jetty Condition Report	T Bingham	3 quotes received & recommendation above	11/5/23
Splash Sails	B Edwards	Source quotes	
Centreboard Funding Options	A Wells, M Turner, T Bingham, etc		
Tsunami Siren	M Turner, M MacDiarmid	Site advised to NEM	Completed 24/5/23
Team Kee	M MacDiarmid, P Kee	Oxford Sports Trust Application	\$2,000 grant received. One set of sails to be purchased. See above

11 Next Meeting

Next meeting 18 July 2023

Meeting closed 8.00 pm