

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 16 September 2014

The meeting commenced at 7.30pm

1 Attending

L Ayr (Commodore), P Harris, T Brown, D Smith (Treasurer), T Bingham, P Hooper, M Beauchamp (Rear Commodore), N Cates, J Murdoch, T Dalbeth-Hudson

M MacDiarmid, (attending)

2 Apologies

D France (Secretary), A August, A McSweeney, R Haslar

It was resolved that the apologies be accepted.

Proposed L Ayr/Seconded T Brown: Carried

3 Minutes of the Previous Meeting

It was resolved that the minutes of the previous meeting 19 August 2014 are a true & accurate record.

Proposed J Murdoch/Seconded P Harris: Carried

4 Matters Arising

5 Notification of General Business Items

In addition to the items listed on the agenda: none noted

6 Correspondence

A list of the correspondence received since the last meeting was distributed with the agenda.

Sent/ Received	From/ To	Regarding	Recommendation/Action
Sent	BDO	Letter of Engagement	
Received	Law North	Copy of letter to Trustees Executors advising that Law North does not believe that KCC is obliged to register as an Issuer or become a member of a dispute resolution scheme.	
Sent	BNZ	Opening accounts for visitor pool	

Sent	KCC Members	Notice of AGM, Call for Nominations & Nomination Form	
Received	FNDC	Notice of outstanding Building Warrant of Fitness	Followed up with Wormald. Inspection occurred in May 2014, Wormald forwarded warrant in May & have now forwarded 2 nd copy to FNDC.
Received	YNZ	Affiliation Levy System	KCC can vote (proxies available) on which process it prefers. <i>It was resolved to support the YNZ flat per individual club member affiliation fee.</i> <i>Proposed J Murdoch/Seconded L Ayr: Carried</i>
Received	ASB Community Trust	Confirmation of \$13,025 being paid to KCC & invitation to Funding Fair(26/9/14)	
Sent	J Moison	Financial Markets Authority - seeking advice on status as Issuer under the Financial Services Providers legislation	
Received	Trustees Executors	Notice of due date (30/9/2014) for audited scheme accounts	
Received	Minister of Commerce	Status as a financial services provider & obligations as an Issuer of participatory securities	Circulated to General Committee members.
Received	Sport Northland	Notice of Far North Sports Awards nomination process	Nominations now open. Forwarded to General Committee
Received	BDO	Letter of Engagement - Report in connection with the Deed of Participation	
Received	YNZ	AGM information - proxy form	
Received	T Bingham	Resignation from General Committee	Notice re nominations & committee vacancies to go with AGM mail out & email notices
Received	M Beauchamp	Queries re Vice-Commodore role & nominations	
Received	Coastguard Boating Education	Courses for Safer Boating Week	<i>John Durham arrives</i> Committee comfortable with courses & advertising as tabled by J Durham <i>John Durham departs</i>

Received	A McSweeney	Withdrawal of nomination for Vice-Commodore	
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*It was resolved that the correspondence be accepted.
Proposed D Smith/Seconded T Brown: Carried*

7 Finance

Draft Annual Reports circulated:

- Club's bank accounts have increased over the year
- Expenditure slightly less than income

BDO to be asked whether a representative can present the accounts to the marina & club AGMs. If this is not possible, the Treasurer will present.

A profit & loss report & a list of payments for approval had been circulated prior to the meeting.

*It was resolved to accept the KCC Budget 2014/2015 with the change to \$30,000 (piles) instead of \$10,000 for 'R & M - Major Maintenance'.
Proposed D Smith / Seconded L Ayr: Carried*

*It was resolved to accept the profit & loss report to 31 August 2014.
Proposed D Smith/Seconded J Murdoch: Carried*

*It was resolved to accept the invoices for payment as advised (ACC \$603.26) & circulated prior to the meeting (list on file).
Proposed D Smith/Seconded T Dalbeth-Hudson: Carried*

*It was resolved for the Club to pay 10% of the boat ramp refurbishment costs (Fourwood Ltd \$1,509.40; Coast to Coast Concrete Cutting & Drilling Ltd \$11.50).
Proposed M Beauchamp/Seconded N Cates: Carried*

*It was resolved to forward the invoices for refurbishment of the boat ramp to the Statutory Supervisor for 90% of the total to be paid from the Marina Scheme Refurbishment Account.
Proposed D Smith/Seconded J Murdoch: Carried*

8 Membership

Application From	Membership Type	Proposer	Secunder	Boat
Richard Dorset & Bernadette Schofield	Family	M MacDiarmid	R Quilter	Launch
Ian & Birgit McConnachie	Family	James Kelaher	M MacDiarmid	Powerboat
Murray Williams	Long Distance	M Johnson	H Johnson	Keeler

*It was resolved to accept the new memberships as listed above.
Proposed L Ayr/Secunderd J Murdoch: Carried*

8.1 Resignations

None received

9 Committee Reports

9.1 Keelboat - R Haslar

Report received

9.2 Centreboard - T Dalbeth-Hudson

Report received

9.3 House & Social - M Beauchamp

It was resolved to open the Clubhouse every day for a 2 week trial period from Christmas 2014 & to extend the period if there is sufficient demand.

Proposed M Beauchamp/Secunderd J Murdoch: Carried

9.4 Launch & Cruise - T Brown

No report

9.5 Marina - P Harris

Minutes circulated & on file.

It was resolved to authorise M MacDiarmid to discuss license transfer documentation with Law North.

Proposed L Ayr/ Secunderd T Brown: Carried

The transfer of a berth license from L Wheeler to K & L Wichman was instigated prior to July 2014 by contact with Commodore, Marina Chair & Club/Marina Manager. Due to the pending change in transfer process the transfer was delayed. The General Committee agreed that charging the new \$1,200 fee for this transfer would be unfair as the transfer was delayed by the changing process.

It was resolved to charge L Wheeler a \$100 administration fee for transferring a berth license to K & L Wichman.

Proposed P Harris/Seconded N Cates: Carried

It resolved to accept the committee reports.

Proposed D Smith/Seconded T Brown: Carried

10 General Business

10.1 Summer Cover Proposal

It was resolved to approve \$2,900 over for staff cover over weekends & public holidays between Christmas & end of January.

Proposed M Beauchamp/Seconded T Brown: Carried

Cost to be shared equally between Club, Visitor Pool & Marina - subject to agreement with Marina Committee.

VHF monitoring over summer period to be instigated with a hand held VHF so that weekend cover staff can monitor when on the marina.

It was proposed to apply to the Statutory Supervisor to use refurbishment funds for replacement marina piles \$43,772 exc GST (application will note time constraint & quote process) & if approval is forthcoming from the Statutory Supervisor, Kerikeri Cruising Club representatives can engage the contractor (Total Marine).

Proposed L Ayr/Seconded P Harris: Carried

It was resolved to approve that D Smith (Treasurer) be added to the list of signatories on all the Kerikeri Cruising Marina (12 3091 0097429 all suffixes) operating accounts.

Proposed P Harris /Seconded J Murdoch: Carried

11 Next Meeting

7.30pm Tuesday 21 October 2013

Venue: Committee Room, Club & Marina Office.

Meeting closed 9.56pm