

Kerikeri Cruising Club Marina Committee Minutes

**Meeting of the Marina Committee Tuesday 12 August 2014
at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay
Road, Kerikeri.
The meeting commenced at 5.30pm**

1 Attending

A McSweeney (Chair), P Harris (Deputy Chair), K Staff, M Carere, P Kennedy, J Murdoch

M MacDiarmid, P Donahoe (attending).

2 Apologies

M Sceats

*It was resolved that the apologies be accepted.
Proposed P Harris/Seconded J Murdoch: Carried*

3 Confirmation of minutes of previous meeting

*It was resolved that the minutes of the meeting 8 July 2014 be accepted.
Proposed M Carere/Seconded P Kennedy: Carried*

4 Maintenance

4.1 Boat ramp project

Start date 18th August. Digger will also dig out the beach sand. This gravel will be put back on the beach. Diggings from the ramp repair will either be a) dumped on old beach site subject to agreement from Club or carted off site (if less than \$300). A McSweeney will talk with L Ayr re option a.

Water tap covers are on E pier. Stickers on lock boxes & fire hoses. Fire water tanks information to fire department & key to marina electrical meter box. M MacDiarmid to talk with local fire department.

D7/D9 pile lent over . how old is the pile? Is it broken, rotten or just fallen over? Replace asap & the broken pile mooring. Keep committee advised of the price/quotes for the urgent replacements.

Refurbishment account contribution . Club 10% contribution to breakwater repairs subtract from 2014/2015 refurbishment contribution . so this will offset marina licensee contribution for 14/15.

A & B pier Ds on corner plates . 4 ordered to replace broken & 2 as spares.

Coastguard berth . could be anchored to shore or mooring lines to the boat could help.

Cleats on outside of breakwater . no would encourage more use.

5 Health & Safety Plan

Chicken wire on building ramp.

P Donahoe departs

6 Matters Arising

Judd berth . letter from the estate executor authorising transfer
General Committee . Ministers letter re FSP

7 Correspondence

From/To	Regarding	Action/recommendation
L Wheeler	Response to request to transfer license	
L Wheeler	Deed of Assignment & instructions re steps transfer license	
Minister of Commerce (copy of letter re Whitianga Marina Society)		A McSweeney will investigate obtaining a similar letter specifically for KCC Marina rather than relying on the letter to Whitianga.
Total Marine	Marina Valuation for Insurance Purposes	Forwarded to insurer
Northland Regional Council	Monitoring Report: Stormwater & Treated Boat Washdown Water	Visual Inspection . site is consent compliant

8 Finances

A profit & loss report & invoices for payment had been circulated.

It was resolved to recommend that visitor pool accounts move to the BNZ & be managed by Kerikeri Cruising Club to assist with clarity in separating the marina from the visitor pool.

Proposed M Carere/Seconded K Staff: Carried

It was resolved to:

- move the refurbishment account stage 2 funds (\$31,555.96) currently in the 00 account to 50 on call account &*

- *reinvest the Stage I Refurbishment Term Deposit of \$250,174.91 for a term of 12 months.*

Proposed A McSweeney/Seconded J Murdoch: Carried

It was resolved to put the marina ASB 83 term deposit on call pending a decision on the proper placement of visitor pool accounts.

Proposed J Murdoch/Seconded M Carere: Carried

It was resolved to accept & authorise the invoices for payment as advised & tabled (East West \$302, Bay Builders \$3,220).

Proposed P Kennedy/Seconded P Harris: Carried

It was resolved to accept the profit & loss report to 31 July 2014.

Proposed A McSweeney/Seconded J Murdoch: Carried

9 Marina Manager

Marina committee of the opinion that unpaid leave should only be requested after annual entitlement is used.

Christmas staffing & leave was discussed, a schedule will be provided to the next meeting. Weekend & public holiday staffing is not a priority for the committee who were of the opinion that marina licensees make limited use of staff during these times. M MacDiarmid will explore the value of weekend bookings as a cost benefit measure.

10 Berth License Sales

Average commission on sale, time spent on berth sale . M MacDiarmid to research.

It was resolved to recommend to the Kerikeri Cruising Club General Committee that the license transfer fee of \$500 is insufficient & recommend that fee be re-struck at \$1,000.

Proposed A McSweeney/Seconded J Murdoch: Carried

11 KCC General Committee Report Back

A summary of the last meeting was given.

12 General Business

12.1 Monthly Berth Rate for Club Members

Marina committee supports the notion that long term rental rates only be available to senior or family members of the Club. Visitor pool now Club issue.

12.2 Club Status as a Financial Service Provider, IFRS obligations

Law North need to provide written confirmation of KCCs status financial institution/financial service provider so this advice can be forwarded to the Statutory Supervisor & auditor & reduce IFRS requirements.

Potentially the need for a Statutory Supervisor could be removed if a board of trustees was set up as the place of last resort for berth license holders.

12.3 Boat Ramp Rut(s)

Boat ramp ruts & fall off/trench . options will be discussed with the ramp contractor i.e. could beach gravel be used to fill the trench?

12.4 Lamp on Boat Winch Shed

Price up a lamp with sensor/led lamp.

13 Next meeting

Tuesday 9 September 2014 5.30pm

Meeting closed 9.17pm