

Kerikeri Cruising Club Marina Committee Minutes

Meeting of the Marina Committee Tuesday 12 November 2013 at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay Road, Kerikeri. The meeting commenced at 5.30pm

1 Attending

A McSweeney (Chair), P Kennedy, P Harris, M Sceats

L Ayr, M MacDiarmid, P Donahoe (attending).

2 Apologies

M Carere, N Cates,

It was resolved to accept the apologies.

Proposed A McSweeney/Seconded P Harris: Carried

It was resolved that the verbal resignation from M Macken be accepted.

Proposed A McSweeney/Seconded P Harris: Carried

3 Confirmation of minutes of previous meeting

It was resolved that the minutes of the meeting 14 October 2013 be accepted.

Proposed P Harris/Seconded M Sceats: Carried

4 Health & Safety Plan

No incidents.

Weekly meetings held to review hazards & implement improvements.

Review/audit completed: meeting register to be formalised, employees to sign they have read the H & S Plan.

5 Maintenance

5.1 Breakwater Refurbishment

P Donahoe keeping Total Marine in the loop. PE sleeve price fluctuates with dollar, other items stay fairly steady.

Special general meeting to approve funding rather than discuss technical aspects of the job. Total Marine not required at the special general meeting.

Gangway at the top of Bulls Gorge, could be an option for the breakwater. P Donahoe to measure & assess suitability.

Tarseal at top of boat ramp is pitting & wearing away. P Donahoe has obtained quotes for concrete pad to join existing pad to the concrete ramp & install a new drain.

- IES Construction concrete is 40mpa \$11,600 + \$700 for galvanised mesh,
- Precision Concrete Constructors (Muzza) concrete is 25mpa, \$6,564 galvanised mesh or \$5,940 ungalvanised mesh + up to \$3,000 for earthworks etc, 125mm thickness concrete

Curing time for concrete could take the ramp out of action for a week.

P Donahoe to:

- Align quotes with concrete & drain specifications.
- Obtain hot mix quote as an alternative (Donovans, Transfield, Tarmac Northland). Club could consider top of driveway repair if hot mix is used.

It was resolved obtain the number of mooring occupied by Vagrant off E pier & advise Northland Regional Council/Harbour Master that the vessel gets close to breakwater making access to breakwater difficult, causes a hazard to navigation. The license conditions of the mooring will be explored as the mooring was previously occupied by a smaller vessel. The Council & the mooring owner will be advised that costs will be sought if damage is sustained by the marina from the vessel.

Proposed A McSweeney Seconded P Harris: Carried

Repair of mooring rings, material can be bought unless purchaser has 6.1 hazardous goods certification. P Donahoe to look into a certification, new floats, refilling . cost comparison. C9 . cow-hitched around float rather than shackles . rope audit/shackles audit.

It was resolved to recommend to the General Committee that a letter of clarification & censure be written to B Sheldon regarding washing down of private boats when asked not to be a staff member.

Proposed A McSweeney/ Seconded P Kennedy: Carried

It was resolved to recommend to the KCC General Committee that a letter of clarification & censure regarding mooring overnight & fueling on breakwater be sent to F Terry - letter & another invoice.

Proposed A McSweeney/ Seconded M Sceats: Carried

P Donahoe departs.

6 Matters Arising

6.1 Valuation & AGM

Club Constitution requires a 30 day notice of call for nominations. If nominations from previous notice of meeting are still valid then 11th December possible, if not 16th, 18th, 17th, 19th in that order of preference. M MacDiarmid to negotiate with C Cook as to AGM date.

Audited accounts are due for filing with the Companies Office by 30 November. If this date is not met the Club could consider advising Companies Office of late filing of audited annual accounts to be accompanied by a copy of M Khan letter.

7 Correspondence

It was resolved that a list of commercial operations operating from marina be compiled & a recommendation go to the KCC General Committee that there is to be no commercial activity from the marina.

Proposed A McSweeney/ Seconder P Kennedy: Carried

From/To	Regarding	Action/recommendation
Sue & Dave Wadsworth	Club membership & conditions of berth rental i.e. commercial dive charter vessel unsuitable for permanent rental	A berth has been rented for 1 month while the vessel is being fitted out & alternative mooring sought. Decision based on marina committee discussion of likely scale & frequency of commercial activity i.e. ongoing & frequent rather than one-off. Discussion including L Ayr, MM directed to allow commercial boats to rent berths but no commercial activity from the marina i.e. no loading passengers etc
Mark Withers & Garry Robinson	Berth License Sale, risk of consent renewal process	
J Gibb	Sea level rising to be considered in refurbishment of piles	
NRC	Marine Biosecurity Charter	For review & consideration
FNDC	Mediterranean Fanworm Management Plan	For review & consideration
Trustees Executors	Proposal . Management Fee etc	A McSweeney will circulate his discussion paper on this proposal to committee members. L Ayr recommends adoption & acceptance of the Statutory Supervisor's proposal except for 5 which is in error.

A McSweeney suggested berth holders should be canvased about proposal options & visitor pool income & expenses should not be a part of marina expenses when calculating marina annual fees. Staff have commenced time keeping & will refine: visitor pool/rentals, marina maintenance, marina general, club will be the four projects time distinctions.

L Ayr leaves.

L Ayr	Alleged breaches of the Constitution	<i>M MacDiarmid leaves & returns.</i>
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8 Finances & Budget

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

It was resolved to accept the Profit & Loss Report to 31 October 2013 & authorise the invoices for payment (including Northland Waste \$57.5) as advised & tabled.

Proposed A McSweeney/Seconded M Sceats: Carried

It was resolved to reinvest refurbishment account 12 3194 00021224 0073 for a 4 month term.

Proposed P Harris/Seconded A McSweeney: Carried

9 Marina Manager

It was resolved to recommend to the Kerikeri Cruising Club General Committee that new licenses for

E10 transferring from G Robinson to M Withers

A25 transferring from S Woods to Steve Woods Family Trust, be signed, sealed & completed.

Proposed A McSweeney/Seconded P Harris: Carried

The Committee were advised of a proposed Dinghy Race on 5 January 2014 which would involve the closure of the main boat ramp.

10 KCC General Committee Report Back

Covered in other items.

11 General Business

A complaint had been received from a member of the public about the reduction in public parking (i.e. Club parking only around Clubhouse), it was noted that this has always been Club controlled but is now being publicized.

11.1 January meeting

Yes, it will be required.

Management fee 2012/2013 how much was paid? Was it paid?

12 Next meeting

Tuesday 10 December 2013 5.30pm

Meeting closed 9.40pm