



Notice of Berth Licence Holders Annual General Meeting 2025

The Kerikeri Cruising Club Marina Berth Licensees Annual General Meeting 2025 will be held at 7pm on Tuesday 14th October 2025 in the Kerikeri Cruising Club Clubhouse, 346 Opito Bay Road, Kerikeri.

Annual General Meeting Order of Business

1. Welcome by Chairman
2. Apologies
3. Minutes of the Berth Licence Holders Annual General Meeting 2024 (Draft Minutes see page 2)
4. Matters Arising from the Minutes
5. Chairman's report
The Marina Committee Chairman's Report will be presented at the AGM.
6. To receive the audited Financial Statements to 30 June 2025
7. To receive the Budget for 2025/2026
 - The budget for the 2025/2026 year is circulated with this agenda.
 - Berth licence holders annual marina fees for the 2025/2026 year.
8. Marina Refurbishment Projects (Past & Future)
9. Report from the Kerikeri Cruising Club Marina Trust
10. Election of the Marina Committee (see page 5 below)
11. General Business
 - a. Possible changes to the Club Constitution, Major Financial Transaction (see page 6)

Kerikeri Cruising Club

Minutes of the
Annual General Meeting
Of Berth Licence Holders
Held Tuesday 1 October 2024
Meeting held at Kerikeri Cruising Clubhouse, Doves Bay.
The meeting commenced at 7.05pm

1 Welcome

M Lucas, KCC Marina Committee Chair welcomed berth licence holders to the Annual General Meeting (AGM).

2 Attending

M Lucas (Chair), and 26 berth licensees as per attendance register (on file). A quorum of 25 is required.

4 Apologies

G Nichol
L Kupka
G Turner
G Rae
L Ayr

J Simpson

It was moved that the apologies be accepted.

Proposed M Lucas/Seconded M Simpson - Carried

5 Minutes of the Annual General Meeting held 25 September 2023

The minutes of the previous berth license holders Annual General Meeting (AGM) held on 25 September 2023 had been circulated to all berth licensees prior to the meeting and were taken as read.

It was moved that the minutes of the berth license holders AGM 25 September 2023 be adopted as a true and accurate record of that meeting.

Proposed M Lucas/Seconded M Carere - Carried

6 Matters Arising

None raised

1 Chairman's Report

M Lucas presented his Chairman's Report (copy on file).

It was resolved that the Chairman's Report be accepted.

Proposed M Lucas/Seconded M Simpson: Carried

It was resolved that the Chairman's Report be emailed to all licence holders following this AGM.

Proposed M Lucas/Seconded M Simpson: Carried

2 Presentation of the Financial Statements to 30 June 2024

D Smith, Club Treasurer noted:

- audited accounts had been circulated prior to the meeting
- refurbishment account \$861,000 as at 30 June 2024, plus \$100K payable to TMS, & \$231,000 commitments for the E pier refurbishment project
- commend efforts of marina committee for commissioning condition report, developing refurbishment budget projection, generating ideas for filling refurbishment funding gap

Questions:

3 Budget 2024/2025, Marina Refurbishment Projects

A budget for the 2024/2025 had been circulated prior to the meeting. The proposed changes to the 2024/2025 marina annual fees had also been circulated with the budget. M MacDiarmid highlighted the following key points of the budget & marina refurbishment projects planned for the next 3-4 years.:

It was resolved to receive the Kerikeri Cruising Club Marina Budget & Berth Licence Fees for 2024/2025 as circulated.

Proposed M Lucas/Seconded M Simpson: Carried

4 Management Fee Amortisation

T Bingham presented the paper on management fee amortisation.

5 Report from the Kerikeri Cruising Club Marina Trust

D Galbraith reported that the KCC Marina Trust had received the Kerikeri Cruising Club audited Performance Report & report on the adequacy of the Club's marina refurbishment funds.

6 Election of the Marina Committee

The role of the Marina Committee is to manage the business affairs of the marina on behalf of the Club in accordance with the Constitution.

The appointment & removal of Marina Committee members is detailed in clauses 4 & 9 of the Club's Constitution & Rules.

There shall be a maximum of 7 committee members, all of whom shall be Berth Licence Holders & financial members of the Club. Marina Committee members may hold office for a maximum term of two years & are eligible for re-election on completion of that term. There are four vacancies on the Committee.

Nominations in writing were called for & four nominations were received prior to the deadline of 5pm 17th September 2024.¹

As per the Club's Constitution & Rules, " If sufficient nominations in writing are received, those nominations received shall be deemed to be elected. If insufficient nominations are received the

¹ Kerikeri Cruising Club Inc, Constitution & Rules, Amended September 2017: clause 4.6

Commodore shall then, as necessary, call for further nominations at the AGM to fill any remaining vacancies. In the event of excess nominations being received, elections will be by ballot.² "

There being four vacancies & four nominations, the nominees are considered elected. No further nominations from the "floor" will be called for & no election by ballot will be held.

The nominations received in advance for the Marina Committee were:

Dempster, Rhys

Lipanovic, Ivan

Schuck, Alex

Williams, David

The newly formed Marina Committee will elect a chair at their first meeting.

7 General Business

8 Haul Out Procedures - D France

D France noted that he had identified eight other haul outs with a trolley where people get off onto a ladder. He asked if, all the other people who let people travel on trolleys are wrong?

M Lucas responded that the Club has obligations under the H&S Act, the age & agility of people getting off onto a ladder making the risk of an accident likelihood reasonably high combined with the potential severity of a fall onto concrete being significant or event potential fatality had led the Club to change the haul out process.

Although not ideal or convenient the alternative to a ladder i.e. getting into a tender is an activity that many boaties undertake regularly.

Club is a PBCU under the Health & Safety Act & needs to take appropriate action. All these things led to the changes in haul out process. International best practice is that no-one is on a vessel being hauled whether on a trolley, travel lift or crane.

9 Thank You to M Lucas

M Carere - thanked M Lucas on behalf of the berth licence holders.

There being no further business, the meeting closed at 8.28pm

² Kerikeri Cruising Club Inc, Constitution & Rules, Amended September 2017: clause 4.6
AGM – Berth Licence Holders

Election of the Marina Committee

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There shall be a maximum of 7 committee members, all of whom shall be Berth Licence Holders, & financial members of the Club. Marina Committee members may hold office for a maximum term of two years & are eligible for re-election on completion of that term. There are five vacancies on the Marina Committee.

Nominations in writing were called for & four nominations was received prior to the deadline of 5pm 30th September 2025.³

As per the Club's Constitution & Rules, " If sufficient nominations in writing are received, those nominations received shall be deemed to be elected. If insufficient nominations are received the Commodore shall then, as necessary call for further nominations at the AGM to fill any remaining vacancies. In the event of excess nominations being received, elections will be by ballot.⁴ "

There being five vacancies & four nominations, the nominees are considered elected. Nominations from the "floor" will be called for & an election by ballot may be held to fill the remaining position.

The nominations received in advance for the Marina Committee are:

Doug France
Mike Carere
David Wylie
Gordon Nicholl

³ Kerikeri Cruising Club Inc, Constitution & Rules, Amended September 2017: clause 4.6

⁴ Kerikeri Cruising Club Inc, Constitution & Rules, Amended September 2017: clause 4.6
AGM – Berth Licence Holders

Discussion Paper - Proposed Changes to the Club's Constitution

"Major Financial Transaction" definition

The KCC Marina Committee suggests that changes be made to the major financial transaction (as per the Club's Constitution) level to reduce the requirement for Club special general meetings to approve expenditure (see below).

To progress this change, if the discussion at the berth licence holders AGM is supportive, the proposed change will be put to the Club's General Committee & KCC Marina Trust for consideration & if successful in obtaining support from those two entities, would then be voted on as a Constitution change at a special general meeting or next AGM.

The purpose is to increase the limit for major financial spending on marina refurbishment projects. This would increase efficiency while maintaining sufficient checks & balances to ensure accountability.

To achieve this, it is proposed that the definition

"Major Financial Transaction (Marina). In any financial year expenditure equal to or greater than that permitted under the Kerikeri Cruising Club Deed of Trust."

Would be removed from the Kerikeri Cruising Club Constitution.

A proposed new Constitution clause would be inserted:

"4.10.3

The Club may enter into a Major Financial Transaction for the marina with funds from the marina Refurbishment Account and for the purposes described in the Deed of Declaration and where a proposed contract, which will be funded from the marina Refurbishment Account, to a limit of the combined balance of uncommitted funds in the Club's marina refurbishment bank accounts and 80% of outstanding refurbishment levies (which will be deposited into the refurbishment account prior to the expense being incurred), shall be approved by the Marina Committee, the General Committee and the KCC Marina Trust prior to the contract being signed.

The current Constitution clause 4.11.3 (below)

"The Marina Committee may not procure or enter into a Major Financial Transaction (Marina) - unless approved by the Members in a Special General Meeting called to consider the transaction." would also be removed as superfluous.