

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 10 June 2025 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

M Carere, D Williams, I Lipanovic, G Nicholl,

M MacDiarmid, (attending)

1 Apologies

T Milicich, R Dempster, M Lawton,

Resolution	That the apologies above be accepted. Proposed I Lipanovic /Seconded D Williams: Carried
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2 Confirmation of Previous Meeting Minutes

Resolution	That the minutes of the 13 May 2025 meeting of the Marina Committee be accepted. Proposed I Lipanovic /Seconded M Carere: Carried
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3 Health & Safety

A copy of the Safe365 Summary Report attached to this agenda. Although no longer a Marina Committee issue it was noted that the Club's Haulout SOP compares well with other industry players according to P McLea who recently attended the NZ Marina Operators Association Boatyard Forum.

Resolution	That the H&S report be accepted. Proposed I Lipanovic /Seconded G Nicholl: Carried
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4 Maintenance, Refurbishment & Matters Arising

4.1 Waste Oil Facility

The new tank, additional bund & roof are installed. The old facility will be closed & emptied & the new facility opened.

4.2 Water Exit Ladders

All now installed.

4.3 Refurbishment Fund Levy

Now implemented

It was noted that Refurbishment Fund Levy (RFL) could stymie licence sales for example where an existing licensee wanting to change berth size will now hold a licence until the size berth they want to change to becomes available in order to avoid paying a RFL.

4.4 A & B Pier Additional Berths

Awaiting drone survey results

4.5 Reclamation Title Funding Recommendation

Awaiting Club representatives to call a meeting.

4.6 E Pier Finger Dock Extension

Marina Committee representatives, Manager & Project Manager had met with Shorewise to discuss implications of the proposed finger dock extension plan. A summary of the Committee's discussions & position on the relevant issues was tabled at the meeting.

Resolution	As it has become apparent that pursuing the finger dock extension project may expose the Club to unsustainable costs & put the existing pile refurbishment schedule in jeopardy, it is recommended that the Club withdraw its approval for finger dock extensions at this stage while it considers the ramifications of continuing the project. Proposed M Carere/Seconded I Lipanovic: Carried
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Resolution	That the Manager & Project Manager seek immediate clarification from Shorewise Engineering Ltd regarding the correct & updated pile specification (material, diameter & depth driven) as discussed on Friday Jun 6 2025 with M MacDiarmid, A Schuck, R Brown, I Lipanovic & M Carere. Proposed M Carere/Seconded G Nicholl: Carried
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NB: To clarify the above resolution: reiterate to Shorewise that an assessment of the suitability SED pile replacements compared to current wind criteria for marinas is needed. This is not related to any proposal to extend finger docks.

4.7 C Pier Refurbishment & Pile Replacement Programme

Haigh Workman drafting specification & request for tender document. These will need review prior to being distributed to potential tenderers.

4.8 Fuel Jetty

Club driven project. Research underway to firm up design e.g. fuel service design constraints, sediment testing of historical grid contamination area.

4.9 Commercial Licence/Permit

Circulated to Marina Committee for review

Marina Committee prefers that each licensee pays a fee for commercial activity (e.g. each Motoroa Island based licensee would pay an individual fee) & non-licensee organisations (e.g. Moto Roa Island Ltd) would pay the non-licence fee in addition.

In the non-licensee category, the organisation should be required to nominate/specify the vessel(s) covered by the licence. The Club to reserve the right to negotiate the fee with "heavy" commercial users.

4.10 Multihull Licence

Circulated to Marina Committee for review

It is the intention of the Club that the additional costs will not apply until the multihull facility taken up.

5 Correspondence

From/To	Regarding
L McIntosh	Berth naming protocol Marina Committee reviewed agree Managers response articulates Club position

6 Financial

Financial statement circulated.

Invoices for payment, Credit Card payments & automatic payments

To assist with the annual audit process, invoices for payment & credit card transactions for approval will be circulated as a list with details to the Committee & noted in the agenda & minutes with a total approved/accepted (as per the table below).

	Total Value	Notes
Invoices	\$15,863.55	List circulated with agenda.
Credit Card Transactions	\$379.87	List circulated with agenda
Debtors	\$22,663.86	
Wage reconciliation	\$20,917.55	Monthly reconciliation + \$6,500 automatic payment
Berth Rental	\$13,096.38	Monthly transfer for berth rental account

Resolution	That (as noted above) the invoices for payment, wage reconciliation, credit card transactions, debtors balance and additional invoices for payment tabled at the meeting (BOI Marina \$164.45, ARA \$40.25, I Derrick \$147, E Klinac \$129, R Barnaby \$6,270: be accepted & approved; & financial statement to 31 May 2025 as circulated be accepted. Proposed I Lipanovic /Seconded M Carere: Carried
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M MacDiarmid noted she would review NRC consent monitoring for any haul out component & shift to Club. M Carere also noted that the haul out electricity expense would still be on the marina account. An assessment of this expense will be made with an adjusting journal.

A refurbishment account summary was circulated showing current balance & commitments.

A second draft of the 2025 2026 budget was tabled & committee members were asked to advise if there were any projects with budget implications to be added or deleted from the budget.

Resolution	That the budget provision for a marina refurbishment shed be removed & permission sought from the Club to continue using one bay of the Club boatshed for this purpose for the 2025/2026 year. Proposed I Lipanovic /Seconded M Carere: Carried
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7 Compliance

No issues for discussion this month

8 Policy

None this month

9 Licence Transfers & Waiting Lists

Resolution	That a recommendation be made to the KCC General Committee that the licence transfers for C12 (14m) from M, L & J Davey to L & J McIntosh be approved (signed & sealed) by the Club, subject to receipt of completed paperwork. Proposed M Carere/Seconded D Williams: Carried
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It was noted that L & J McIntosh already own a berth licence. The transfer above is in line with the new policy on ownership of multiple licences as the second licence is available for transfer/sale however no purchaser has been found.

It was also noted that a request from P Francis & J Beca for permission to purchase a licence will considered once the "commercial licence" is finalised.

Meeting closed 7.37pm

Next meeting 8 July 2025

Marina Committee usually meets 2nd Tuesday of the month (no meeting January)