

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 20 May 2025

The meeting commenced at 7pm in the clubhouse, 346 Opito Bay Road, RD1, Kerikeri.

1 Attending

T Bingham (Vice-Commodore), P McNeil, D Brock (Secretary), S Cain (Keelboat), B Carter, D France (Launch & Cruise), V France (House & Social), B Wallace (Centreboard), I Lipanovic (Deputy-Chair Marina), D Smith (Treasurer), T Milicich (Chair Marina), A Wells (Rear Commodore),

Attending: M MacDiarmid

2 Apologies & Changes to Committees

Apologies: M Turner (Commodore),

Resolution: *It was resolved to accept the apologies above.*
Proposed D Brock/Seconded P McNeil: Carried

3 Minutes of the Previous Meeting

Resolution: *It was resolved to accept the minutes of the previous meeting 15 April 2025.*
Proposed T Milicich/Seconded A Wells: Carried

4 Matters Arising

Project Manager - clarification that fuel jetty is a project the Project Manager is working on.

5 Health & Safety

Information circulated with this agenda:

- Safe365 Health & Safety Summary Report

Items of note:

Cyclone Tam - Storm Plan implemented successfully & will be refined

Centreboard standard operating procedure drafted. A meeting to develop this procedure will be held in June with centreboard representatives & other relevant people.

Resolution: *It was resolved to accept the health & safety report.
Proposed B Wallace/Seconded S Cain: Carried*

6 Finances

A profit & loss report had been circulated prior to the meeting, Treasurer, D Smith, noted that:

- Management fee & visitor pool income will not be received until after 30 June
- Keelboat & centreboard income & expenses don't match budget
- Overheads – major maintenance piling project differs from the budget figure which is what we collect from members towards these projects.
- Tracking similar to budget once these provisos are accounted for.
- Loyall figures will be calculated & distinguished from other the keelboat income & expenditure
- Sub-committees were asked to provide budget figures in advance of June meeting so can be discussed by General Committee

To assist with the annual audit process, the following items were circulated as a list with details to the Committee & noted in the agenda & minutes with a total approved/accepted.

	Total Value	Details
Invoices for Payment	\$9,162.18	List circulated
Credit Card Transactions for Approval	\$2,082.88	List Circulated
Debtors	\$5,630.50	
Wage reconciliation	\$2,866.67	Monthly reconciliation from visitor pool to Club

Resolution: *To accept the Profit & Loss Report to 30 April 2025 & approve the invoices for payment (as circulated & with addition of T Fraser \$194.91, Engravit Ltd \$17.25, Southern Lakes Building Ltd \$8,241.51, Stay Safe \$503.13) debtor balance, credit card transactions & April 2025 wage reconciliation.
Proposed D Smith/Seconded P McNeil: Carried*

7 New Members & Resignations

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Secunder
Colin Wadeson & Maia Brooke	Renting Marina Berth & Social boating	Family	Kerikeri	Keeler (Kakapo II)	T Venator	R Tollemache

Resolution: To approve the new membership applications as above.

Proposed P McNeil/Secoded B Carter: Carried

7.1 Changes to Membership Types

None this month

7.1 Resignations

None this month

8 Decisions

8.1 Club YNZ Membership - T Bingham

Last month the General Committee viewed the letter from the Club to YNZ on this topic, see letter of response from YNZ. M Turner & T Bingham met (Zoom) with YNZ to talk about the services supplied to the Club by YNZ.

T Bingham, keelboat & centreboard committees to be involved in discussion about alternative structures that would allow people continue sailing & racing but reduce the fees burden.

YNZ services affect a very small portion of KCC activities but with a large number of members KCC is paying significant fees.

Resolution: That T Bingham, Keelboat & Centreboard committees to be involved in discussion about alternative structures that would allow people continue sailing & racing but reduce the fees burden.

Proposed T Bingham/Secoded B Wallace: Carried

8.2 Refurbishment Fund Levy - Marina Committee

A special general meeting (via proxy vote) of the KCC Berth Licence Holders was called to consider the adoption of a new Berth Licence Rule relating to the proposed Refurbishment Fund Levy. The voting papers were distributed on April 17th & voting closed on 15th May. The proposal required 75% or more in favour to be adopted. It was advised that if the threshold was met the rule would be enacted from 21st May 2025 following the General Committee meeting on 20th May 2025.

There are 186 berth licences so 140 votes in favour were required for the new rule to be adopted. As at 11:59pm 15th May 2025,

163 valid votes had been received, of these

157 votes are in favour of the new rule

6 votes were against the new rule

Recommendation from the Marina Committee that the Club accept the vote of berth licence holders & implement the Refurbishment Fund Levy rule from 21st May 2025

Resolution: That the Club accept the vote of berth licence holders, add the Refurbishment Fund Levy rule to the Berth Licence Rules & implement the Refurbishment Fund Levy rule from 21st May 2025.

Proposed T Milicich/Seconded I Lipanovic: Carried

8.3 Licence Transfers - Marina Committee

Resolution: That the following berth licence transfers be ratified, signed & sealed by the Club:

D30 (12m) from Justin Graham & Lindsay Allinson to Brad Robertson

Proposed I Lipanovic /Seconded B Carter: Carried

8.4 Clubhouse Development - T Bingham & V France

V France asks: Have we got a clubhouse with a restaurant or a restaurant with a clubhouse? Does the Club have a plan?

V France would like an opportunity to find kitchen staff to enable the clubhouse restaurant reopen. First step would be a survey of Club members to see what people would like in terms of days, menu, prices etc.

A survey needs to include a question & information about to what financial degree are Club members prepared to support the opening of the clubhouse. For example to cover the deficit of \$100 that will cost each membership \$0.50.

Resolution: That a sub-committee (lead by V France) be created to explore kitchen staff options & survey the membership about the clubhouse including their willingness to subsidize the clubhouse via subscriptions.

Proposed B Wallace/ Seconded P McNeil: Carried

Recommendations submitted by T Bingham in the agenda for alternative uses of the clubhouse were retracted in light of the course of action above.

8.5 Fuel Jetty - M Turner

Three quotes have been sought (circulated with agenda) to assess the scope of the area affected by the historical grid adjacent to the fuel jetty. Some sediment will need to be dredged & removed to install the new jetty. This testing will ascertain the extent of the sediment that needs to be removed. Fuel jetty is also part of the requirements of the Club's consent for the marina.

Resolution: That the Proposal for Professional Environment Services - Due Diligence Assessment from LDE be accepted.

Proposed T Milicich/Seconded D Brock: Carried

8.6 Marina Matters - Marina Committee

Resolution: That this month's edition of Marina Matters is approved for circulation to berth licence holders.

Proposed T Bingham/Seconded B Carter: Carried

8.7 Club Governance Restructure - T Bingham

See KCC Constitution with Proposed Governance Restructure Changes May 2025.pdf pages 13-15, & 19 with proposed changes marked.

General Committee to decide whether to pursue restructure.

It was noted that sub-committees still need a way to communicate to the governing body of the Club if the sub-committee chairs are no longer on that governance body.

What are the advantages & disadvantages of the two options (status quo v reduced size General Committee)?

Resolution: That T Bingham to continue exploring options for governance restructure of the Club to produce a proposal that can be taken back to the sub-committees.

Proposed D Brock/Seconded B Wallace: Carried

8.8 Investigating additional berths on A & B pier

Recommend Donaldson's quote of \$1,092.50 inc GST for survey of space be accepted so that feasibility of new berths can be assessed.

Resolution: To accept the Donaldson's quote of \$1,092.50 inc GST for survey of space be accepted so that feasibility of new berths can be assessed.

Proposed T Milicich/Seconded I Lipanovic: Carried

8.9 Marina Piling Replacement & C Pier Refurbishment

Quotes for engineering services circulated.

Resolution: That the Haigh Workman quote for engineering services be accepted & KCC Marina Trust for acceptance, with removal construction monitoring which as has been suggested by Haigh Workman will be conducted by A Schuck (adjusted total \$14,770 exc GST). Proposed I Lipanovic / Seconded P McNeil: Carried

NB: Third quote should be sought as standard.

Club can undertake construction monitoring where refurbishment is "like for like" under existing consents & doesn't require producer statements.

9 Information Reports

9.1 Club Pile Mooring Pile Replacements & Marina Piling & T-head Refurbishment Project Summaries

Marina report circulated.

Summary was only the main contract. Other construction elements still being invoiced.

Report to include all items rather than just the main contract. With report against budget.

9.2 Club Assets Research

Report from M Turner - report & maps attached. This was for information only.

9.3 E Pier Finger Dock Extension

Ongoing

9.4 Reclamation Purchase Funding & Reclamation Title Application

See list of options from Marina Committee & comments from T Bingham & M Turner.

M Turner, T Bingham, D France, D Brock, I Lipanovic, T Milicich will reconsider the funding proposals for the General Committee.

LINZ requires a small additional consultation with Ngiti Rehia. The bulk of the consultation is completed.

9.5 Club AGM - D France

Why is the KCC AGM so late each year considering our finances finish for the year at end of June?

Treasurer addressed this query & advised that annual accounts & audit requirements dictate AGM schedule. It was also queried what substantive impact the AGM has on Club activities. The Club's Yearbook is only able to be produced after the AGM but boating & other Club activities can be (& are) promoted via other communication tools (weekly notices, Keelboat Racing book, Facebook etc).

9.6 Consent for Power Tools in Haul Out area - D France

Application returned from NRC & awaiting redrafting & submission to FNDC.

9.7 Reclamation Title Process - T Bingham

See above

9.8 Meeting Minutes

Minutes of the meeting by Friday following if possible.

10 Committee Reports

10.1 *Centreboard - minutes on file - Minutes on file*

10.2 *Keelboat Committee*

10.3 *House, Social*

10.4 *Launch & Cruise*

10.5 *Marina Committee - minutes on file*

10.6 *Clean Club - notes on file*

11 Action Sheet

Item & Start Date	Delegated Person(s)	Decisions/Future Action	Status & Update Dates
Reclamation Title	T Bingham	<p>Title Application Process Application lodged with LINZ Valuation of undeveloped seabed. Valuation \$6,000-\$12,000. Quote for valuation to be obtained Land valuation can be negotiated, & impairments (reductions) on the valuations made. LINZ will give a list of conditions to be met before title can be issued. Land will have to be purchased Title allocated</p> <p>Licence holders advised at AGM of process & potential costs. T Bingham/Thomson Wilson Law first meeting held re confirming process & costs for obtaining title - notes filed LINZ contact has retired, new contact person established. Summary of Process provided by T Bingham to Feb 2022 meeting of General Committee. LINZ appointed valuer has made a site visit. Aug 2023 - valuation submitted to LINZ but not accepted</p>	Land valuation commissioned & underway
	General Committee	<p>Decision pending on expense split between club & marina on cost of reclamation title application.</p> <p>First legal invoice of \$4,100 paid by Club</p> <p>Preliminary land assessment \$450</p>	

M Smith	M MacDiarmid, M Turner	Disputes Tribunal hearing held. Tribunal found in favour of the Club & will issue Court order for the debt to be paid. Advised that ownership & removal of the vessel from the mooring are beyond the jurisdiction of the Tribunal. District Court has jurisdiction. Harbour Master consulted as to action on removal of the vessel.	
		Dinghy Locker cleared	8/5/23
Fuel Jetty	Project Manager	Planned closure from 1 April 2024 for refurbishment Draft preliminary plan - M Turner - liaising with Haigh Workman to procure preliminary drawings Costing for a like with like replacement underway Non-slip paint will be applied (as weather & staff availability allow) to the plywood to improve the surface. - Completed	
Marina Clean Up Proposal	B Carter	Date to be Agreed Health & Safety Plan to be drafted	Completed
YNZ Fees Reduction	M Turner	General Committee to explore options. Letter of intent sent to YNZ	

Extending Marina Berth Fingers	Marina Committee	Engineering received, price of works being sought, prices sent to interested licensees	
Club Kaumatua	T Bingham, A Wells	Under development	
Catamaran Berth Reconfiguration	M MacDiarmid	Law North drafting agreement 12/3/2-25 Draft received	
Etchell Sale		General Committee has approved sale of the Etchell	
Club Activity Newsletter	P McNeil		
Commercial Activity Permit	M MacDiarmid	Law North draft activity licence received	

Letters		T Little - write letter of condolence C Schaasberg - letter acknowledging length of membership	
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12 Next Meeting

Next meeting 17 June 2025

Meeting closed 9.17pm