

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 18 October 2022

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

1 Attending

A Wells (Commodore), S Cain (Keelboat), M Turner (Vice-Commodore), D Keen, B Carter, T Bingham, D Smith, R Dempster, P Woods, P Kee

2 Apologies

N Fraser (Social/Launch),

Resolution: *It was resolved to accept the apologies.
Proposed A Wells/Seconded B Carter: Carried*

3 Collective Responsibility

3.1 Committee Induction - A Wells

A welcome note was circulated with the agenda. Discussion included: collective responsibility in particular that decisions made at committee bind committee members (same applies to the sub-committees), meeting protocol (meeting items need to be notified with the agenda not at the meeting), terms of reference for sub-committee roles.

R Dempster may be able to assist with House & Social Committee.

4 Minutes of the Previous Meeting

Resolution: *It was resolved to accept the minutes of the General Committee 20 September 2022 with the resolution under 6.3 to read
"To refer the budget to the new General Committee to look at funding opportunities."
Proposed B Carter/Seconded R Dempster: Carried*

5 Health & Safety

5.1 In Water Hull Cleaning Protocol within the KCC Marina & Pile Mooring Areas

The benefits, risks & liabilities associated with in water hull cleaning were discussed by the Marina Committee. A draft protocol was recommended by the Marina Committee to the General Committee for adoption to allow the safe undertaking of this activity. The

protocol & background paper was circulated with the agenda. Amend so that sign in can be electronic. Any person (remove the “paid”) must have a floatation device.

Thanks to FNHL for haul out agreements for review of safety practices.

Anyone in committee who wants be involved in the further review of the in water hull cleaning safety protocols to contact M MacDiarmid.

Resolution: *It was resolved to accept the draft In Water Hull Cleaning Protocol with amendments to:*

- *allow for electronic ‘sign in’, &*
- *stipulate that any person in the supervising role must have a floatation device*

An additional comprehensive review of the Club’s obligations will also be undertaken.

Proposed P Woods/Seconded R Dempster: Carried

Club’s Health & Safety report circulated prior to this meeting. 2 Health & Safety meetings held since the last General Committee meeting. No accidents or incidents reported.

Resolution: *It was resolved to accept the Health & Safety Report Summary as reported.*

Proposed A Wells/Seconded D Keen: Carried

6 Finances

Financial Literacy - D Smith will address again in November but by way of introduction:

General Committee receives profit & loss report of Club activities excluding the marina activity & the visitor pool income & expenses. A copy of the marina monthly profit & loss is also provided to the General Committee for information.

General Committee profit & loss includes sub-committee, clubhouse & general income & expenses.

Audit review will be undertaken. First step is meeting Commodore, Vice-Commodore, Treasurer, Manager to begin review & obtain a copy of correspondence so that specific problems can be addressed.

Resolution: *To approve the Profit & Loss Report to 30 September 2022.*

Proposed D Smith/Seconded P Woods: Carried

Resolution: *To approve the invoices for payment & credit card transactions.*

Proposed D Smith/Seconded R Dempster: Carried

7 Decisions

7.1 Moturoa Island Access

M Carere asks that KCC progress the issue of public access to the historic sites on Moturoa Island. Paper attached to agenda.

General Committee declined to follow up with Moturoa Island & suggested that M Carere follow up with DoC.

7.2 Incorporated Societies Act Changes - T Bingham

Recommendation that KCC submits the Constitution as is and outline our compliance.

KCC is already meeting the financial reporting requirements as a Tier 2 Public Benefit Organisation.

T Bingham will further research changes required.

7.3 Berth Licence Transfers

Resolution: *It was resolved to approve the following berth licence transfers:*

*D33 (14m) from Estate of D Pollock to M Lawton & E Alice
Proposed R Dempster/Secoded P Woods: Carried*

7.4 Kerikeri Cruising Club (KCC) “Policy’ in respect of Yachting NZ (YNZ) Clean Club Program

D Keen & B Carter recommend that KCC adopt and register with the YNZ Clean Club Program to help protect and enhance the coastline oceans and waterways in NZ.

7.5 Tiger Shark Offer

Club member R Given has offered to donate a Tiger Shark (catamaran) to the Club. Centreboard Committee to advise whether this vessel fits within the Club’s fleet plan to ascertain whether the offer should be accepted.

P Kee & N Cates will contact R Given & view the vessel.

7.6 Launching Dock

M Turner working on re-siting the dock.

7.7 Lake Manuwai Toilets

The Club has been requested to remove the “little blue shed” from the Lake Manuwai Recreation Reserve. Estimated cost of \$500 to remove.

B Edwards & Commodore to work together to resolve the issue of the “little blue shed”

8 New Members & Resignations

| Name | Reason for Joining | M/ship Type | Provenance | Boat type | Proposer | Seconder |
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| Alan & Lorraine Danks | Changing from Family to Long Distance | | | | | |
| Paul Francis & Jane Beca | Changing from Family to Long Distance | | | | | |
| Cliff Proeble & Kerry Stanners | Mooring/berth | Family | KERIKERI | Launch | P Banks | D Wise |
| Nigel & Suzanne Smith | Co-own ZORA & use trailer boat | Long Distance | AUCKLAND | Launch / Trailer Boat | David Green | Ron Olds |
| Darryl & Carol Henry | Purchased Mooring, keen boating | Long Distance | Auckland | Keeler (SCOOT) | Kurt Boyle | Lynne Alexander |
| Taylor Hammond | Boating | Senior | KERIKERI | Keeler (LA PAJARA) | Harry Miller | Richard Miller |
| Ryan & Chelsea Lodge | Local boat owners, purchasing license | Family | KERIKERI | Launch (HATT-TRICK) | Mike Lodge | Tony Parlane |

8.1 Resignations

None

Resolution: *To approve the new memberships & resignations as listed above.*

Proposed A Wells/Seconded D Smith: Carried

9 Information Reports

9.1 Licence Transfer Dispute

The licence holder of berth C5 advised KCC verbally, in writing & by signing a copy of the *Deed of Assignment* that they wished to sell/transfer the licence. The Club introduced a potential purchaser to the licence holder who viewed the berth, tried their boat in the berth & also signed the *Deed of Assignment*. The purchaser has also altered their vessel to fit within the berth boundaries. After these events the licensee advised they no longer wish to sell the licence. The purchaser is seeking assistance from the Club to force the licensee to sell the licence. The Club's solicitor's initial advice is that the dispute is between the vendor & the purchaser. Subsequent advice is being sought after a formal letter from the club member/purchaser who has sought his own legal advice.

9.2 Insurance

The state of NZ marina insurance environment is providing additional challenges to covering the Club's assets, in particular the marina's seawall. Comprehensive details are outlined in the Oct 22 Marina Committee minutes.

Insurance options are being explored & will be worked through with the Marina Committee so that a solution can be implemented for the roll over of the Club's insured period on 30 November.

9.3 Mediterranean Fanworm Incursion

Report attached to this agenda. The NRC in water hull cleaning rules will be rigorously applied in the marina & on the Club's pile moorings & the berth rental protocol will be reviewed to see if there are any practical improvements that can be made.

9.4 Policy Collation - T Bingham

Will research a 'dropbox' for Club policies

9.5 House, Social & Keelboat Working Bee - T Fraser

Proposed working bee in the clubhouse, date to be confirmed

9.6 Clubhouse Service 11th & 13th November

The chef is away on 11th & 13th November. There are no current staff able to provide the menu as it stands. Enquiries are being made to food trucks & other food providers as potential alternatives to the standard menu on those nights. If an alternative can't be found the clubhouse will be closed on those nights.

9.7 YNZ AGM

M Turner updated the committee after attending the AGM, YNZ budget, fees, board members were confirmed. Clubs pushed back on social members having to pay the YNZ levy. YNZ funding has reduced so they are also looking for additional external funds, Have a Go Sailing needs the support of local clubs if it is to run.

9.8 YNZ

M Turner meeting with YNZ (CEO David Abercrombie) to firm up funding opportunities & tangible benefits of YNZ membership.

9.9 Asset Maintenance Schedule

Frist draft prepared but is being refined & added to. Early indications are that the current funding contribution will need to be reviewed. Schedule will be presented to the November meeting of the committee.

10 Committee Reports

10.1 Centreboard -

10.2 Keelboat Committee -

10.3 House, Social, Launch & Cruise

10.4 Marina Committee - minutes on file

11 Action Sheet

| Item | Delegated Person(s) | Decisions/Future Action | Completed |
|-------------------|----------------------------|---|-----------------------------|
| Reclamation Title | T Bingham, M MacDiarmid | <p>Title Application Process</p> <ol style="list-style-type: none"> 1. Application lodged with LINZ 2. Valuation of undeveloped seabed. Valuation \$6,000-\$12,000. Quote for valuation to be obtained 3. Land valuation can be negotiated, & impairments (reductions) on the valuations made. 4. LINZ will give a list of conditions to be met before title can be issued. 5. Land will have to be purchased 6. Title allocated <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.</p> | Land valuation commissioned |
| | 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> | |

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| Public Access Conditions of Resource Consent | A Wells, D Keen, D Smith, M Turner, T Bingham | NRC & FNDC for a council liaison meeting postponed due to local body elections | |
| Launching Dock | Sub-committee M Turner, D Keen, T Bingham, D Brock | Preliminary estimate received | |
| Club Asset Register | | To be considered at the November 2022 meeting | |
| Reclamation Expenses Split | Sub-Committee: M Turner, R Dempster, T Bingham, A Wells | Make recommendations back to General Committee | |
| NRC | A Wells | Council Liaison Meeting | |
| Dinghy Racks | M Turner | Assessment of potential new sites | |
| Moturoa Island | A Wells, M Turner | Meet to discuss dissatisfaction with domestic island rubbish in the Club's facility, long term parking of vehicles & trailers in the marina & clubhouse parks | |
| 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. | Completed |

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| | | Harbour Master consulted as to action on removal of the vessel. | |
| Health & Safety Review | Sub-committees | Sub-committees to consider & review | Underway |
| Clubhouse Future | | Point of Sale System scoping & pricing | Installed |
| | | Membership Drive | |
| | | Interior Improvements - Design, Pricing House & Social Committee to be involved in scoping the project | Underway |
| Variation of Consent to allow power tools at haul out | M MacDiarmid | Apply | |
| NRC Water & Sediment Test Results | M MacDiarmid | Review of management plan - underway Settlement tank & cesspit emptied & emptying frequency increased Professional advice being sought Water testing to be undertaken to assess effectiveness of remedial actions | Underway |
| Toilet Facilities at Lake Manuwai | Centreboard | Awaiting FNDC installation (scheduled for June 2022). | Watching brief |
| Defibrillator | M MacDiarmid | Marina is purchasing | |
| Code of Conduct | T Bingham | Draft for committee members | Completed |
| Marina Berth Licence Review | Marina Committee | Law North advise licence &/or Constitution rules could be more explicit when licence transfer is declined on basis of Club membership eligibility. | Underway |
| Te Pewhairangi Marine Mammal | M MacDiarmid | Permit application submitted & officially received by DoC | Awaiting DoC processing |

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| Sanctuary Event Permit | | | |
| DoC Marina Access Review | General Committee | October | |
| MOSS Exemption Requirements | M Turner, M MacDiarmid | Exemption requirements forwarded to Centreboard for annual assessment & remedial actions | Completed |
| | Centreboard | Annual assessment & remedial actions | |
| Haul Out Ladders | R Dempster | R Dempster will forward information about tethering ladders to hauled out boats & have a safe footing for them. | |
| Little Blue Shed @ Lake Manuwai | A Wells, B Edwards | Keep or dispose? To be resolved. | |
| YNZ AGM | M Turner | Represent KCC at this Zoom event. | Completed |
| Changes to the Incorporated Societies Act | T Bingham | Submit constitution as is and outline compliance when submissions open. | |

12 Next Meeting

Next meeting 15 November 2022

Meeting closed 8.43pm