

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 21 October 2014

The meeting commenced at 7.30pm

1 Attending

L Ayr (Commodore), T Brown, D Smith (Treasurer), R Haslar, M Beauchamp (Vice-Commodore), N Cates, J Murdoch, P Wilson (Rear Commodore), A Wells, P Woods, T Dalbeth-Hudson, J Durham

M MacDiarmid, (attending)

2 Apologies

D France (Secretary)

It was resolved that the apologies be accepted.

Proposed D Smith/Seconded M Beauchamp: Carried

3 Minutes of the Previous Meeting

It was resolved that the minutes of the previous meeting 16 September 2014 are a true & accurate record.

Proposed J Murdoch/Seconded D Smith: Carried

4 Matters Arising

Coastguard

Marina Fees

5 Notification of General Business Items

In addition to the items listed on the agenda:

Caps for piles - T Newton

BDO meeting - D Smith

Achievements Board - M Beauchamp

Marina Consents Working Committee Make Up - M Beauchamp

6 Correspondence

A list of the correspondence received since the last meeting was distributed with the agenda.

Sent/ Received	From/ To	Regarding	Recommendation/Action
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Received	M Beauchamp	Vice-Commodore nomination	Forwarded to all general committee members
Received	BDO	Letter of Engagement	
Sent	Trustees Executors	Boat ramp refurbishment invoices for payment	Invoices paid
Received	BDO	Marina Scheme Audit Engagement Letter	
Received	Moir McBain Valuation (via T Bingham)	Valuation of the land swap sites	T Bingham will continue to work on this project. Request progress report from T Bingham for continuity.
Received	Trustees Executors	Copy of response to Law North re KCC status under the Financial Reporting Act	L Ayr & P Woods to review
Received	Far North District Council	Food Premises inspection report	Good condition, under stove & dishwasher need attention. Cleaner instructed.
Sent	Yachting NZ	AGM proxy form	Faxed as instructed previous meeting
Sent	Trustees Executors	Pile replacement refurbishment work	Statutory Supervisor approval received to proceed with pile refurbishment
Received	BDO	Copy of audit report for Statutory Supervisor as per Deed of Participation	All requirements met.
Sent	Yachting NZ	Application for SEM levy relief	Relief granted, payment amended
Sent	New World Kerikeri	Temporary access for Youth Sail for prize giving purchases	
Received	Paymark	New charge for paper invoices	Changed to email invoices
Received	Anonymous	Compliant about water blaster noise	No response to anonymous correspondence

It was resolved that the correspondence be accepted.

Proposed T Dalbeth-Hudson/Seconded N Cates: Carried

7 Finance

A profit & loss report was tabled & a list of payments for approval had been circulated prior to the meeting.

It was resolved to accept the profit & loss report to 30 September 2014.

Proposed D Smith/Seconded M Beauchamp: Carried

It was resolved to accept the invoices for payment as advised (D Godbert \$40, Churchills \$333.57, Ohaeawai Butchery \$108) & circulated prior to the meeting (list on file) & approve the invoice for an outboard less a discount to be negotiated by T Dalbeth-Hudson.

Proposed D Smith/Seconded J Murdoch: Carried

8 Membership

Application From	Membership Type	Proposer	Seconder	Boat
Frank, Hester, Finn, Mila Spitters	Family	D Godbert	M MacDiarmid	Powerboat

8.1 Resignations

Allister Maxwell - moved to Dunedin

Debbie & Alan Orams - sold boat

It was resolved to accept the new memberships & resignations as listed above.

Proposed T Dalbeth-Hudson/Seconded N Cates: Carried

9 Committee Reports

9.1 Keelboat - R Haslar

No report - Yearbook & Prize Giving

9.2 Centreboard - T Dalbeth-Hudson

Report received

16th December Teams Racing Regatta - could Club be open for prize giving from 4pm

9.3 Launch & Cruise - A Wells

No report as have not met yet -

It was resolved to purchase a BBQ @ \$70 from T Brown.

Proposed M Beauchamp/Seconded P Wilson: Carried

9.4 Marina - P Woods

Minutes circulated & on file.

N Cates will organise patching of the top of the driveway cracks & look at solving water run-off issue at the top of the drive.

Marina consent sub-committee - D Galbraith still available to be on the sub-committee - J Murdoch will contact D Galbraith to involve.

Sub-committee have read the relevant consents the next step is to meet with NRC & FNDC representatives together to progress the application.

P Stocker may be seconded on to marina committee.

9.5 House & Social - P Wilson

It was resolved to install a Wifi in the Clubhouse for price of \$130 - wireless router

Proposed P Wilson/Seconded J Murdoch: Carried

Clubhouse needs dehumidifier or heat pumps to heat. Fire option was going to be expensive as a whole package so offer of fire has been declined. J Durham & T Dalbeth-Hudson will donate domestic humidifiers. H & S committee will investigate long term options.

9.6 Manager's Report

It was resolved to adopt the following monthly rates for non-members:

<i>KCC Monthly Rate for Non-Members</i>
<i>\$550 for 10m berth</i>
<i>\$650 for 12m berth</i>
<i>\$750 for 14m berth</i>
<i>\$850 for 16m berth</i>
<i>\$950 for 18m berth</i>
<i>\$1,050 for 20m berth</i>
<i>\$1,500 for 27m berth</i>

Proposed L Ayr/Seconded M Beauchamp: Carried

M MacDiarmid will review daily berth rental rates & report to the next meeting.

Licence Transfer Fees - an admin fee of \$250 will be charged where licences are being swapped.

It resolved to accept the committee reports.

Proposed D Smith/Seconded T Brown: Carried

10 General Business

10.1 Caps for piles - T Newton

M MacDiarmid to bring prices to the next meeting.

10.2 BDO meeting - D Smith

IFR Standards - the Club will be subject to some IFR Standards regardless of it's status as an Issuer & a market valuation may still be necessary even if the Club is not an Issuer.

That aside KCC can decide each year if a valuation is required but the auditor must receive adequate justification from KCC as to why a valuation is not necessary. Any material changes to the Club's assets would likely necessitate a valuation.

A peer review by the auditor prompted a query about the basis of KCC's income tax exempt status. No action required at this stage.

Although independent reporting of the visitor pool is possible in the annual accounts the existing systems are not able to provide separate monthly reports etc. D Smith & M MacDiarmid will look at alternative database solutions to produce the reporting required.

It was resolved to authorise M MacDiarmid & D Smith investigate software options for managing the marina, visitor pool & club membership to enable the complete separation of the visitor pool from the licensees' side of the marina.

Proposed L Ayr/Seconded M Beauchamp: Carried

10.3 Achievements Board - M Beauchamp

What is the criteria for making it on to the Board? Committee to think about the criteria for discussion at the next meeting.

10.4 Marina Consents Working Committee Make Up - M Beauchamp

See Marina Committee report above.

10.5 Coastguard

Receive a discount on the berth rental. Under the current structure the visitor pool is subsidising the Coastguard berth. If Coastguard is to be discounted it should be by the whole Club not just a small set of the Club (visitor pool).

It was resolved to advise BOI Coastguard that due to change in circumstances the rental rate for the berth will be increased to the market rate as from 1 January 2015.

Proposed J Durham/Seconded J Murdoch: Carried

Card to Adam McSweeney with best wishes from the Committee.

11 Next Meeting

7.30pm Tuesday 18 November 2013

Venue: Committee Room, Club & Marina Office.

Meeting closed 9.48pm