

Kerikeri Cruising Club Marina Committee Minutes

**Meeting of the Marina Committee Tuesday 9 April 2013 at
Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay
Road, Kerikeri.
The meeting commenced at 5.30pm**

1 Attending

A McSweeney (Chair), N Cates (Deputy Chair), M Carere, P Harris, P Kennedy, M Macken, M Sceats

M MacDiarmid, (attending).

A McSweeney welcomed the committee & advised that the agenda would be shuffled as M Sceats had to leave early & his input into the budget discussion was required.

2 Apologies

None

3 Confirmation of minutes of previous meeting

*It was resolved that the minutes of the meeting 5 March 2013 be accepted.
Proposed A McSweeney / Seconded P Harris: Carried*

4 Maintenance

A list of other maintenance issues from P Donahoe was tabled:

Marina maintenance audit	Hourly rates not sufficient/can't accept an open ended quote. Quotes required.
T-head corner frames quote received	Awaiting alternative quotes before ordering
Bolt tightening A & B pier	Committee agreed to employment of casual staff to speed up the process of bolt tightening.
D35 alterations complete	Engineer sign-off required on installation
Aluminium gangways C & D piers bush replacement	Urgent repairs required, quotes being sought. Committee will be kept advised as prices are obtained.
Aluminium gangway fuel jetty damage	Kerikeri Cruising Club General Committee issue

5 Finances & Budget

A draft budget had been circulated to the marina committee. The budget for insurance will be changed to \$24,000 as the expense had been previously overstated due to miscoding. This will have a small impact on other figures in the budget. The committee asked that an estimate of the

'maintenance' wages be reported separately from 'general/admin/operations' wages to give a more accurate overall maintenance budget. The budget will be sent to the General Committee & Statutory Supervisor for their approval before it is presented to berth license holders at a meeting. The committee discussed whether this berth licensee meeting should be a special general meeting or an informal meeting. A special general meeting gives the decisions of the meeting authority but restricts the scope of the meeting to agenda items. No decision was made.

It was resolved to accept the budget with the changes noted above.

Proposed A McSweeney/Seconded N Cates: Carried

It was resolved to authorise the invoices for payment except the Sea North (waiting for B Fasher to pay marina) & reimbursement of Minter Ellison invoice (no written report received by marina committee).

Proposed A McSweeney/Seconded M Carere: Carried

It was resolved to add the 2012/2013 refurbishment account contribution to term deposit 12 3194 00021224 0072 in May when that deposit matures for a term of up to 24 months with the highest interest rate; & reinvest deposit 12 3194 00021224 0073 for a term of six months upon maturity in May.

Proposed A McSweeney/Seconded P Kennedy: Carried

6 Matters Arising

6.1 B14

Deed of Assignment delivered to original licensee for signature.

6.2 D35

It was recommended that the Issuer issue a new license with the maximum transfer price set at current maximum transfer price plus the cost of alterations (as yet unknown as not all invoices have been received), license to be issued when all invoices paid, new license to include a maximum weight for a vessel in that berth.

6.3 Traffic Analysis

Will be presented to the next meeting.

7 Correspondence

From/To	Regarding	Action/recommendation
D Stewart & C Galbraith	Overdue berth rental, pay or depart	
L Ayr	Resource Consent suggestions for applying for a variation - forwarded to P Kennedy	
D Stewart & C Galbraith	Request for payment, advice that debt collection agent will be employed & instruction to remove vessel from berth	Chain up the boat
Trustees Executors	Response to letter from the marina committee re the role of the committee, role of the	Circulated to the marina committee

	Statutory Supervisor, status of the Deed of Variation to the Deed of Participation	
Trustees Executors (copy of letter to KCC Commodore)	Response to letter from the Commodore	Read at the meeting, to be circulated to marina committee

It was resolved to accept the correspondence.

Proposed A McSweeney/Seconded M Carere: Carried

8 General Business

A suggestion that alterations/upgrades be made to the 14m berths on B pier was rejected by the Committee as there is no fund available for this purpose & the upgrades are not required as part of a refurbishment.

K Staff to be given 7 days to rectify dinghy protruding from the berth or matter will be passed to the Issuer we recommendation that license be cancelled.

T Browne to be requested to move boom up.

9 Next meeting

Tuesday 14 May 2013 5.30pm

Meeting closed 8.20pm