

# Kerikeri Cruising Club Marina Committee Minutes

## Meeting of the Marina Committee Tuesday 10 December 2013 at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay Road, Kerikeri. The meeting commenced at 5.30pm

### 1 Attending

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

M MacDiarmid, P Donahoe (attending).

### 2 Apologies

None

### 3 Confirmation of minutes of previous meeting

*It was resolved that the minutes of the meeting 12 November 2013 be accepted.*

*Proposed P Harris/Seconded P Kennedy: Carried*

### 4 Health & Safety Plan

No incidents.

Daily meetings now held to review hazards & implement improvements.

Meeting register has been formalised, employees sign they have read the H & S Plan.

Boat ramps are cleaned by the NRC contractor irregularly & by marina staff as required.

### 5 Maintenance

*It was resolved to write a letter requesting FNDC & NRC assistance with cost of repairing the public boat ramp at Doves Bay.*

*Proposed A McSweeney/Seconded P Harris: Carried*

N Cates & P Donahoe to further investigate the best remedial action in the boat ramp area.

The hose for water blaster is wearing out. If 30m hose replaced with 40m then the bottom of the boat ramp could be cleaned with the powerful water blaster by recycling the old hose. The old hose will only be used infrequently.

*It was resolved to purchase water blaster hose at \$428 + GST.*

*Proposed P Kennedy/Seconded N Cates: Carried*

## 5.1 Breakwater Refurbishment

P Donahoe keeping Total Marine in the loop & now to request contract for the work. Tolerances between sleeves & stainless guides as tight as possible.

Shackles on pile rings, & boats protruding from berths being dealt with.  
Thank you to P Donahoe & Merry Christmas.

*P Donahoe departs.*

## 5.2 Water

M MacDiarmid to look at regulations electrical, & water report back on options to the March 2014 marina committee meeting. A survey of licensees communicating options & cost ranges to be implemented at this time.

# 6 Matters Arising

## 6.1 Valuation & AGM

M MacDiarmid to circulate valuation to marina committee.  
50 copies of the audited accounts to be available on the night.

## 6.2 Commercial Use of Marina

Bucket List, Cool Change, water taxis, boats in marina & Fullers with Excitor are all either using the marina or planning to use the marina for commercial activity. The rent but don't use for commercial activity policy is fraught with inequity & very difficult to administer/enforce.

*It was resolved to recommend to the Kerikeri Cruising Club General Committee that a system of registered commercial users & fees based on MSA registered capacity be considered by the Club.*

*Proposed A McSweeney/Seconded N Cates: Carried*

## 6.3 Marina Finances/Budget

Statutory Supervisor has stated that visitor pool expenses are not part of the simple marina operating costs. Wage cost centre allocation is underway. The Treasurer & A McSweeney, representing marina committee, have worked up some figures to illustrate the financial ramifications of options. These figures will be presented to both committees when they are completed.

The Statutory Supervisor has opined that the Law North legal bill was incorrectly charged to the marina operating account & this should be corrected so the cost is borne by Club. When will this be transferred to the marina from the Club?

It was noted that the recommendations of berth license holders meeting have not been implemented i.e. consensus of legal opinions has not been garnered on the calculation of the management fee.

# 7 Correspondence

From/To	Regarding	Action/recommendation
B Fasher	Thank you for valuation assistance	
Trustees Executors	Confirmation on role of trustee, role of marina committee, clause 6.2 of the Deed of Variation	

NRC	Coastal Permit: Haul out discharge sample results All results within consent conditions although copper was above NZ guideline standards.	M MacDiarmid to investigate Halo Clear crab shell based flock that
NRC	Coastal Permit: Structure inspection	Compliant
I Browning	Enquiry re purchase of a berth license & alteration of berth	Is berth on the market? Is there a waiting list for the berth? Marina committee cannot support application to alter a berth unless it is from the licensee of that berth.

## 8 Finances & Budget

A profit & loss report & invoices for payment had been circulated. It was noted that the valuation costs will be greater than budgeted & that accounting & audit costs will also likely be greater than budgeted. Visitor pool income & haul out expenses/income reconciliation could be implemented as early as June/July 2014.

Skype conference call? MM to look into it for future calls.

*It was resolved to accept the Profit & Loss Report to 30 November 2013 & authorise the invoices for payment (+ Law North \$209.66) as advised & tabled.*

*Proposed A McSweeney/Seconded P Harris: Carried*

*It was resolved to reinvest refurbishment account 12 3091 00097429 0083 for a 6 month term.*

*Proposed M Sceats/Seconded M Carere: Carried*

## 9 Marina Manager

No further items.

## 10 KCC General Committee Report Back

*It was resolved to move into committee.*

*Proposed A McSweeney/Seconded P Harris: Carried*

*It was resolved to move out of committee.*

*Proposed A McSweeney/Seconded P Harris: Carried*

## 11 General Business

None

## 12 Next meeting

Tuesday 14 January 2014 5.30pm

Meeting closed 8.30pm