

# Kerikeri Cruising Club (KCC) Marina Committee Minutes

## Meeting of the Marina Committee Tuesday 9 August 2016 at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay Road, Kerikeri.

The meeting commenced at 6.30pm

### 1 Attending

P Woods (Chair), P Pedersen, P Harris (Deputy Chair), M Carere, P Stocker

D France, P McLea, M MacDiarmid (attending)

### 2 Apologies

J Murdoch

*It was resolved that the apology be accepted.*

*Proposed P Woods/Seconded P Harris: Carried*

### 3 Confirmation of minutes of previous meeting

*It was resolved that the minutes of the meeting 12 July 2016 be accepted.*

*Proposed P Harris/Seconded P Pederson: Carried*

### 4 Health & Safety

Ladders will be installed when paid for.

Gangway horizontal barriers installed on A & B pier as per marina condition audit. The top handrail will not be altered as it has not been an issue previously.

### 5 Maintenance

- Corner brackets – D pier plywood with anti-slip paint corners will be installed.
- Gangways A & B – need refurbishment of the pins, chains – awaiting contractor (Total Engineering)
- Gangways C pier needs bushes replaced – awaiting contractor
- Sea North – being commissioned to replace 10 breakwater through-bolts however availability is an issue. Sea North has advised August for through bolts. Fuel jetty pile replacement may be scheduled to coincide with through bolt replacement.
- Navigation lights on breakwater \$1,200 + GST for lights + alteration of poles, or LED 230V lights approx. \$1,500 + GST. Check that two green lights over one another is the correct alignment of lights. What is the procedure for notifying who about change to lights? LED 230V option approved if need & procedure is confirmed.

- Sand under the corner of the breakwater – awaiting rocks being moved from the launching beach by centreboard sailors then a digger will be brought in to move larger rocks & the sand from the marina.

## 6 Matters Arising

## 7 Correspondence

From/To	Regarding	Action/recommendation
Trustees Executors	Term deposit maturing 10 August & 24 August	Reinvest at best interest rate for up to 12 months. Different terms possible for the two deposits
Trustees Executors	Feedback letter on monitoring visit	MM to check whether proxies can be made by email (what exact process?) Revised H & S & GST reconciliation to be sent.
J Christensen	Feedback on FMCA/structure review	MM to respond, yes scope of Trust will need to be detailed.
NZ Courts	P McLea – please excuse from jury service	

*It was resolved to accept the inwards & outwards correspondence.*

*Proposed P Woods/Seconded M Carere: Carried*

## 8 Finances

MM to do an analysis of the return on visitor pool & compare with last year.

A profit & loss report to 31 July 2016 & invoices for payment were distributed prior the meeting.

*It was resolved to accept the profit & loss report to 31 July 2016 as circulated prior the meeting.*

*Proposed P Woods/Seconded P Stocker: Carried*

*It was resolved to authorise the invoices for payment as circulated prior the meeting, & those tabled at the meeting (visitor pool subject to D Smith's approval/review).*

*Proposed P Pederson/Seconded P Woods: Carried      Abstain: P Harris*

8.1 Debtors  
8.2 Refurbishment Account

## 9 Berth Licence Sales

*It was resolved to recommend to the Kerikeri Cruising Club General Committee that the licence transfer of D18 12m from the D Kessell - to Bay of Islands Coastguard Incorporated Be approved & completed by the Kerikeri Cruising Club subject to receipt of the completed paperwork.  
Proposed P Woods/ Seconded P Harris: Carried*

## 10 Compliance

## 11 Manager's Report

Audit, annual fees, visitor pool payments

## 12 KCC General Committee Report Back

## 13 FMCA Sub-Committee

2 September postal date for AGM information

## 14 General Business

### 14.1 Fuel Jetty/Mast Gantry

Fuel jetty expenses would be shared 2 thirds Club: 1 third marina.  
Mast gantry cost falls on club. There is also a health & safety issue of operating the gantry.

### 14.2 Budget & Finances

In future budget to go in front of the General Committee prior to commencement of the year – forwarded to General Committee with Profit & Loss Report  
More information to berth licence holders on budget prior to the fees invoices being sent.

### 14.3 Marina Newsletter Article

M MacDiarmid to furnish the September article  
Chair of the marina committee do author article going forward

### 14.4 AGM

Nomination forms will be sent this month to berth licence holders only

## 15 Next meeting

Tuesday 13 September 2016 6.30pm

Meeting closed 8.54pm