

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting of the Marina Committee Tuesday 9 September 2014 at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay Road, Kerikeri. The meeting commenced at 5.30pm

1 Attending

A McSweeney (Chair), P Harris (Deputy Chair), K Staff, M Carere, P Kennedy, J Murdoch

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 August 2014 be accepted.

Proposed M Carere/Seconded P Kennedy: Carried

4 Health & Safety

Non-skid (chicken mesh) applied to mezzanine ramp.

5 Maintenance

5.1 Pile Replacement

Quotes . Harbour Marine . unable to complete the work, not prepared to quote
SeaNorth . quote not received

Plastic sleeve on timber piles, concrete piles . P Donahoe to have conversation about options with Total Marine to ensure we are following best practice.

Marina Committee recommends that KCC consults with Statutory Supervisor re the release of refurbishment funds for pile replacement & the level of due diligence required for the release of these funds. Committee agreed that as the KCC has directed that the funds should come from the refurbishment account there is no material benefit of splitting the project to stagger the expenditure.

5.2 Boat ramp project

It was resolved to recommend that the Kerikeri Cruising Club make application to the Statutory Supervisor to pay for the refurbishment of the boat ramp from the Refurbishment Account Stage II.

Proposed A McSweeney/Seconded M Carere: Carried

10% contribution from KCC towards the boat ramp refurbishment to be confirmed.

5.3 Mega Ds

P Donahoe suggests 7 x mega Ds as alternative to spring line Ds on the breakwater corner frames. Cost \$1,281 + GST.

It was resolved to approve the construction & installation of 'mega Ds' on breakwater spring points & A & B Ds as outlined by P Donahoe at a cost of \$1,281 + GST for the breakwater spring mega Ds.

Proposed J Murdoch/Seconded P Kennedy: Carried

5.4 Pile Rings

It was resolved to purchase a pile ring (1x each size) as emergency stock.

Proposed K Staff/Seconded P Harris: Carried

Purchase & install a 1-2 nautical mile LED with solar panel & battery to replace the navigation light on E pier.

Cold mix patch on the hole developing next to the boat ramp repair. Ongoing damage to the car appears to be a reality due to the number & size of the vehicles.

Rubbish & winch shedlight prices from Coreys & Home to be sourced. K Staff researching.

Ramp cleaning . FNDC schedule obtained.

Christmas leave . staff issue . see Manager

P Donahoe departs

6 Matters Arising

6.1 Monthly Berth Rate for Club Members

Berths available in the visitor pool . how many 3 day or less by month over a year. M MacDiarmid

Les Wassam . Fire Chief . M MacDiarmid

7 Correspondence

From/To	Regarding	Action/recommendation
M Sabin	Request for assistance obtaining letter from Minister	

	of Commerce along the lines of Whitianga	
Trustees Executors	Request for payment of \$2,000 remaining on breakwater refurbishment as work completed	
Berth License Holders	Notice of Berth License AGM & Call for Nominations	Copied to Trustee Executors
ASB	Transfer term deposit to On Call	
NZ Marina Operators Association	Annual Report	
L Wheeler	Deed of Assignment	
Minister Commerce	Status re FSP legislation	

*It was resolved to accept the inwards & outwards correspondence.
Propose A McSweeney/ Seconded M Carere: Carried*

8 Finances

Haul out on every possible (staff & weekends/public holidays to be considered) day if required. Weekend/public holiday staff cover . M MacDiarmid & L Ayr are drafting a proposal for weekend cover possibly a shared resource between the Club, marina & visitor pool.

A profit & loss report & invoices for payment had been circulated.

*It was resolved to accept & authorise the invoices for payment as advised & tabled.
Proposed J Murdoch/ Seconded M Sceats: Carried*

*It was resolved to accept the profit & loss report to 31 August 2014.
Proposed A McSweeney/ Seconded P Harris: Carried*

Annual leave - P Donahoe - 8th & 9th no objection from Marina Committee.

Debtors end of September any overdue annual license fees will be charged 2% penalty. Late payment interest will be charged message on statement.

9 Marina Manager

AGM Nominations

None received . list of licensees to committee

AGM Material . Annual Accounts with draft audit report to be circulated asap, planned for 10th September.

9.1 Berth License Transfer Process

Where there is a waiting list . simultaneous contact details to vendor & purchaser

All vendors to be advised their contact details may have to be released to purchasers & vis versa.

Where no waiting list . vendor is given potential purchasers details

Law North to be consulted on paperwork Deed of Assignment

Wheeler transfer . fee to be determined by the KCC.

Family Trusts . what happens if the trustee dies? M MacD to review.

10 KCC General Committee Report Back

A summary of the last meeting was given.

Committee reviewing the Coastal Permits has met & begun process.

11 General Business

None additional

As he is not standing for the marina committee, A McSweeney thanked the committee for their efforts. The Committee thanked A McSweeney for his work on the committee & as committee chair.

12 Next meeting

Tuesday 14 October 2014 5.30pm

Meeting closed 8.45pm