

Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 19 March 2024

The meeting commenced at 7pm in the clubhouse, 346 Opito Bay Road, RD1, Kerikeri.

1 Attending

T Bingham (Vice-Commodore), S Cain (Keelboat), B Carter, M Lucas (Marina), D Brock (Secretary), D Smith (Treasurer), T Milicich (Deputy-Chair Marina), A Wells (Rear Commodore), M Reid

M MacDiarmid (attending)

2 Change of General Committee Membership

T Milicich has been appointed to the position of Deputy Chair of the Marina Committee

3 Apologies

M Turner (Commodore), P Kee (Centreboard), R Dempster (House/Social/Launch/Cruise)

Resolution: *It was resolved to accept the apologies.
Proposed B Carter/Seconded A Wells: Carried*

4 Minutes of the Previous Meeting

Resolution: *It was resolved to accept the minutes of the previous meeting
23 January 2024 with the inclusion of an apology from D Brock.
Proposed M Reid/Seconded S Cain: Carried*

Resolution: *It was resolved to accept the minutes of the previous meetings
20 February 2024.
Proposed B Carter/Seconded S Cain: Carried*

5 Health & Safety

1 Health & Safety meetings held since the last General Committee meeting & 1 accident during a racing event notified by Keelboat.

Ask YNZ whether this incident needs to be reported to Worksafe

Recording Keelboat safety processes - what is in place? Are race boat audits documented? Wind limit checks etc?

6 Finances

To assist with the annual audit process, the following items were circulated as a list with details to the Committee & noted in the agenda & minutes with a total approved/accepted.

	Total Value	Details
Invoices for Payment	\$9,683.95	List circulated
Credit Card Transactions for Approval	\$560.92	List Circulated
Debtors	\$11,722.48	
Wage reconciliation	\$1,962.18	Monthly reconciliation from visitor pool to Club

Resolution: To approve the invoices for payment, debtor balance, credit card transactions & February 2024 wage reconciliations as circulated.

Proposed D Smith/Seconded B Carter: Carried

Resolution: To approve the Profit & Loss Report to 29 February 2024.

Proposed D Smith/Seconded B Carter: Carried

6.1 Clubhouse Food Services

One of two possible staff to run the clubhouse food services has withdrawn. Focus will now be turned exclusively to the second option. The intention is to have (at a minimum) food service (3-4 item menu) available for Sunday afternoon/evening to ensure Club prize givings can proceed in the clubhouse with an open bar.

7 New Members & Resignations

Due to the movement on the 12m waiting list, membership eligibility checks are being frequently undertaken. One listee (who has not yet been offered a berth licence but is now close to the top of the waiting list) appears to no longer be eligible to purchase a berth licence. The member still has a local address (on the members database) but is not on the local electoral roll & is thought to be permanently residing elsewhere. These cases are usually complicated & nuanced. In November 2023, with another member in a similar situation, the General Committee resolved to allow them to retain their family membership however they will not be eligible to purchase a licence until they permanently reside in the Far North District Territory. Member to advise when this is the case.

It was agreed that the members currently in question be requested to clarify residential situation & if suitable the same solution applied as November 2023. In the meantime, no berth licence will be offered to them.

7.1 New Members

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Seconder
Jack Edelbrock & Karen Dal Santo	Seasonal Berth	Long Distance	1/2 Kerikeri, 1/2 US	Launch (STARLIGHT)	Iain Stevenson	Murray Lucas
Kory Parlane	Boating	Senior	Kerikeri	Launch (CRANK)	Tony Parlane	Carmen Parlane
William George	Access to Gantry & Haul out	Senior	Kerikeri	Keeler (HARMONY)	Lesley Moon	Shane Moon
Ryan Butler & Victoria Lyon	Lyon Family - Moturoa Island	Long Distance	Te Awanga - Hawkes Bay	N/A	Sue Lyon	Murray Lyon

*Resolution: To approve the new membership applications above.
Proposed B Carter/Seconded A Wells: Carried*

7.2 Resignations

The following people have been sent subscription invoices, statements, & follow up letters but have failed to resubscribe their membership. They are therefore being made unfinancial/resigning from the Club.

Joy Wilson	Social
Connor Bartlett	Senior
Gary & Lucy Best	Family
Rance Clare	Senior
Lynn Coplestone	Crew
Penny Fewkes	Social
Vicki Francis	Social
Taylor Hammond	Senior
Cris Hartoceanu	Social
James & Kirsty Hilford	Family
Peter Jones	Long Distance
David & Beryl Kelly	Family
Owen Kriletich	Social
Andrea Loggia & Marcia Turcato	Family
Murray MacFadyen	Long Distance
Grant Magill	Social
Susan Marsden	Crew
Wayne Monk	Senior
Keith & Liz Oliver	Family
Tony Philip	Social
Lee Sutherland & Diana Pielak-Jones	Family
Kathryn Thomson	Senior
Thomas van Vliet	Senior
Craig White & Deirdre Healy	Family
Jennifer Wilson	Social

Resolution: To approve the resignations above.
Proposed T Milicich/Seconded D Brock: Carried

7.3 Change to Membership Type

None this month

8 Decisions

8.1 Procurement & Financial Delegation Policy

An amended policy was circulated to the Committee. Will be further revised with feedback from Committee & represented in April 2024.

8.2 Clean Club

B Carter will install improved signage at the rubbish facility adjacent to the marina with the costs to be met under the Club's Clean Club budget.

8.3 Changes to the Maximum Transfer Price

Will there be some unintended consequences? What will happen in 5years time when this agreement expires?

Resolution: That in addition to regular CPI increases, the Maximum Transfer Price of each Berth Licence is to be raised by an amount equal to each Berth Licence's contribution to the Refurbishment Fund from the 1st January 2024 to 31st March 2029 to be applied to the Maximum Transfer Price from 1 April 2024. Each Berth Licence contribution to the Refurbishment Fund will be detailed in the annual budget process.
Proposed M Lucas /Seconded D Brock: Carried

8.4 Changes to the Berth Licence Transfer Fee

The Marina Committee recommends the Club change the Berth Licence Transfer Fee. A briefing document was circulated with the agenda.

Resolution: That the Berth License Transfer Fee (BLTF) be increased from the last known date of change (or 10 years if the last date cannot be determined) by compound annual CPI rates. The cost of the Berth License Transfer Fee will be divided equally between the vendor and the buyer. The fee is to be deposited in the marina operating account.
Proposed T Milicich /Seconded M Lucas: Carried

Adding this to the Marina rules prohibits change in the future, whilst we do not want these charges recklessly fiddled with, the 75% voting hurdle creates a significant impediment to change. Adding the fee and the MTP to the Club's fees allow it to be changed at an AGM or SGM by a simple majority of the quorum present.

In future, the basis for the fee could be added to the Marina License Rules and should be simple, e.g. “The cost of transferring the license from vendor to buyer (Berth License Transfer Fee) is to be shared between the vendor and buyer.”

The Club probably shouldn't name the fee or add the calculation to the Rules, just give the fee a foundation and set the calculation in the policies and the amount in the Club's fees.

8.5 Vacuum Sander for Haul Out

The current resource consent for the haul out facility limits the activity to “wet sanding by hand”. Use of vacuum sanders in haul out environments is increasingly common as the machines more effectively collect sanding debris & so avoid it being released into the environment. It is recommended by the Marina Committee that the Club applies for a change to the consent to allow the use of powered vacuum sanders. A resolution is needed to apply for this consent change.

Resolution: *That the Club applies for a variation to the Resource Consent permitting the haul out facility to gain permission to use a vacuum sander.*

Proposed A Wells /Seconded B Carter: Carried

8.6 Licence Transfers

Resolution: *That the following berth licence transfers be ratified, signed & sealed by the Club:*

B9 (12m) from J Bliss to Scott Galbraith

C11 (12m) from M Crawford to Ken & Melanie Tyler

Proposed B Carter /Seconded S Cain: Carried

8.7 Performance & Remuneration Reviews

Resolution: *That the Manager's performance & remuneration review be undertaken by the Commodore, Vice-Commodore, Rear Commodore & Treasurer as per the Club's Policy Manual for it to be completed by persons delegated by the General Committee.*

Proposed T Bingham/Seconded D Smith: Carried

8.8 Overseas Voyages Honors Board

Matori Dave Green's boat went offshore so did Owen Smith's boat - Keelboat Committee to advise/develop criteria for recognition.

8.9 Memorial Plaque J Wood

Permission is being sought for a memorial plaque on a bench overlooking the marina with an offer of a donation to the Club. Other dedicated benches have been paid for by the donors therefore it would be appropriate for a sum to be paid for a plaque on this existing bench.

The Committee agreed that \$200 would be an appropriate donation for locating a bench plaque. The plaque to be sourced & paid for by the members with agreement by the Club Manager.

8.10 Club Cruise

Keelboat Committee offer to organise a Club cruise accepted in the absence of a revised date. Keelboat representatives to liaise with R Dempster prior to the event.

9 Information Reports

9.1 Race Buoy Consent

NRC has asked for confirmation that the keelboat racing buoys are located as per the consent. Confirmation is required or the consent for these will lapse. Keelboat Committee has advised these buoys need replacement equipment installed & that this will occur before end of April 2024. This information will be forwarded to NRC.

9.2 Haul Out Insurance Claim

An insurance claim against the Club from a vessel on the haul has been received. Further details are being sought as the details & liability are disputed.

9.3 Clubhouse Food Services

One of two possible staff to run the clubhouse food services has withdrawn. Focus will now be turned exclusively to the second option. The intention is to have (at a minimum) food service (3-4 item menu) available for Sunday afternoon/evening to ensure club prize givings can proceed in the clubhouse with an open bar.

Keelboat Committee Comment: When we run the keeler prize giving we are under increasing pressure to let the crews know what is going on with the club catering. This has not been resolved for several months. In a month's time we will be having the prize giving on a Sunday afternoon, will the club be open to the social members to return for dinner? There is also concern that social members will resign if there is no clubhouse open.

9.4 Launching Dock & Fuel Jetty

The hardware is out of the water & stored at NorthPort. Preliminary drawings for replacement of the fuel jetty using the donated hardware are being drafted. As soon as drawings are available, information will be circulated to Club members & an informal meeting will be held for members for information & feedback on the plans.

Resolution: *That the closure of the fuel jetty be deferred (previously set as 1 April 2024). Plans for a replacement jetty are developing & a donated pontoon has been acquired.*

*Proposed T Bingham/Seconded B Carter: Carried
Against M Lucas*

Fuel Jetty Condition Report to be recirculated to General Committee members.

9.5 Marina Insurance

In late February, Vero advised they were unable to continue offering cover for the marina. From 1 March 2024, the marina insurance policies were moved via Gallaghers to a consortium of underwriters with Markel (Australian office) taking the role of lead

insurer. The consortium at that date only has capacity to underwrite 80% of the marina policies. Gallaghers continued to 'shop' for the remaining 20%. Consortium cover for large assets is becoming increasingly common as underwriters attempt to spread their risk.

8/3/2024 - an invoice for the 80%cover has been requested prior to the Marina Committee & Gallaghers is hopeful that 100% cover will be confirmed in the week commencing 11/3/24.

12/3/24 Gallaghers advise an annual premium of \$126,000 exc GST for 100% cover marina insurance from 1 March 2024 for 12 months. In confirming this cover, it was not possible to change the cover dates to align with the Club's financial year as securing full cover was the priority & altering the term had to take back seat to the fundamental insurance requirement.

The final cost apportionment to licensees will be calculated at the end of the financial year as per the provisions of the Marina Berth Licence & Berth Licence Rules.

9.6 Berth Licence Transfer Process

A berth licence holder has complained that the 10-day period allowed for the Club to notify him of a purchaser for his berth licence was not met. As a result, the licensee is invoking his right to introduce a purchaser for the licence to the Club.

Despite a widely held opinion that the licensee is exploiting the situation (the notice of purchaser was made on the 11th day), the General Committee will allow the licensee to introduce a purchaser to the Club but will not advertise the licence for sale in it's Club communications or accept for Club publication any advertising that packages the sale of the licensee's vessel & the berth licence together. The licensee will be advised of the Committee decision via email from the Club Manager.

10 Committee Reports

10.1 Centreboard

10.2 Keelboat Committee -minutes on file

10.3 House, Social, Launch & Cruise

10.4 Marina Committee - minutes on file

10.5 Clean Club - notes on file

10.6 Review Committee

11 Action Sheet

Item & Start Date	Delegated Person(s)	Decisions/Future Action	Status & Update Dates
Reclamation Title	T Bingham	<p>Title Application Process</p> <ol style="list-style-type: none"> 1. Application lodged with LINZ 2. Valuation of undeveloped seabed. Valuation \$6,000-\$12,000. Quote for valuation to be obtained 3. Land valuation can be negotiated, & impairments (reductions) on the valuations made. 4. LINZ will give a list of conditions to be met before title can be issued. 5. Land will have to be purchased 6. Title allocated <p>Licence holders advised at AGM of process & potential costs.</p> <p>T Bingham/Thomson Wilson Law first meeting held re confirming process & costs for obtaining title - notes filed</p> <p>LINZ contact has retired, new contact person established.</p> <p>Summary of Process provided by T Bingham to Feb 2022 meeting of General Committee.</p> <p>LINZ appointed valuer has made a site visit.</p> <p>Aug 2023 - valuation submitted to LINZ but not accepted</p>	Land valuation commissioned & underway
	General Committee	<p>Decision pending on expense split between club & marina on cost of reclamation title application.</p> <p>First legal invoice of \$4,100 paid by Club</p> <p>Preliminary land assessment \$450</p>	
Launching Dock	Sub-committee M Turner, T Bingham	<p>Preliminary estimate received</p> <p>Cost of 'consent application ready' plans being sought</p>	

M Smith	M MacDiarmid, M Turner	Disputes Tribunal hearing held. Tribunal found in favour of the Club & will issue Court order for the debt to be paid. Advised that ownership & removal of the vessel from the mooring are beyond the jurisdiction of the Tribunal. District Court has jurisdiction. Harbour Master consulted as to action on removal of the vessel.	
		Dinghy Locker cleared	8/5/23
Health & Safety Review	Sub-committees	Sub-committees to consider & review	Underway
Te Pewhairangi Marine Mammal Sanctuary Event Permit	Keelboat, Cruise Centreboard Committees	Incorporate into event planning	
Fuel Jetty		Condition Assessment - received Access Restriction signs - M MacDiarmid - installed Monthly internal audit - to be drafted Plywood being installed - T Bingham Planned closure from 1 April 2024 for refurbishment Draft preliminary plan - M Turner - liaising with Haigh Workman to procure preliminary drawings	
Allied Petroleum Lease Extension		Lease extension approved by General Committee Sep 2023	
Audit Completion Report	Treasurer, Manager	Report to General Committee with recommendations for changes	
Health & Safety Initiatives		Create a position of Health & Safety Officer Scope an independent workplace safety assessment	

Race Buoy Consent Conditions	Keelboat Committee	Repair buoys & equipment by end of April 2024	
Clubhouse Food Services	M MacDiarmid, M Turner	Recruit cook to provide basic food menu for winter 2024 prize giving opening	

12 Next Meeting

Next meeting 16 April 2024

Meeting closed 9.45 pm