

# **Kerikeri Cruising Club Inc (KCC)**

## *Minutes*

*Meeting of the General Committee Tuesday 15 November 2022*

*The meeting commenced at 7.06pm in the clubhouse, 346 Opito Bay Road, RD1, Kerikeri.*

### **1 Attending**

A Wells (Commodore), S Cain (Keelboat), M Turner (Vice-Commodore), D Keen, R Dempster, P Woods, P Kee, N Fraser (Social/Launch),

### **2 Apologies**

B Carter, T Bingham, D Smith

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

### **3 Minutes of the Previous Meeting**

**Resolution:** *It was resolved to accept the minutes of the General Committee 18 October 2022  
Proposed R Dempster/Seconded S Cain: Carried*

### **4 Health & Safety**

The Club's Health & Safety report circulated prior to this meeting. 4 Health & Safety meetings held since the last General Committee meeting. No accidents or incidents reported.

**Resolution:** *It was resolved to accept the Health & Safety Report Summary as reported.  
Proposed A Wells/Seconded D Keen: Carried*

#### **4.1 In Water Hull Cleaning Protocol within the KCC Marina & Pile Mooring Areas**

Protocol has been adopted & implemented. See discussion below.

#### **4.2 Haul Out Health & Safety Review**

The following 4 items of the haul out operation to be reviewed.

- Rules for Boat owners
- Operators Protocol
- WorkSafe Obligations

- Working at heights, ladders & scaffolding

R Dempster, M Turner, A Wells, M MacDiarmid to review & make recommendations to the General Committee in 2023

## 5 Finances

Financial Literacy - D Smith will address in December

Audit Review: initial meeting of Commodore, Vice-Commodore, Treasurer, Manager to begin review held. Next step is liaison with BDO to assess options.

Restaurant report on profitability to 31 January for February meeting.

*Resolution:* To approve the Profit & Loss Report to 31 October 2022.  
*Proposed A Wells/Seconded M Turner: Carried*

*Resolution:* To approve the invoices for payment & credit card transactions.  
*Proposed A Wells/Seconded M Turner: Carried*

M Smith - NRC investigating legal options for removal of the vessel.

## 6 Decisions

### 6.1 Membership Category Review

The annual review of membership category eligibility has been completed. The subscription invoices of the following members have been withheld in anticipation of a possible change of category. The invoices will be delivered once the category has been confirmed.

The following members hold “full” memberships but live outside the Far North Territorial Boundary.

Recommend that the members listed below, with the exception of Owen & Lian Smith, have their membership category changed to ‘Long Distance’.

Family	Murray & Teresa Kimpton
Family	Paul Francis & Jane Beca
Family	Ross & Alison Gadsby
Family	Mark & Sandy Raynes
Family	James & Beth Bundy
Family	Alan & Lorraine Danks
Long Service	Owen & Lian Smith
Senior	Bill Barry
Senior	Brian Stephen
Senior	Paul Asquith
Senior	Ron Macrae
Senior	Bjorn Hilke
Senior	Ronald Booster

Senior	David Swaffield
Senior	Kurt Boyle
Family	John Franklin & Lynne Fuggle

The following members hold “full” memberships, they used to live within 100kms from the clubrooms but live outside the Far North Territorial Boundary.

Recommend that the members listed below, with the exception of Roy & Barbara Budgen, have their membership category changed to ‘Long Distance’.

Family	Robin Elliott & Janet Monahan
Family	Colin & Carol Dunlop
Family	David & Janelle Skudder
Long Service	Roy & Barbara Budgen
Senior	Andrew Wildman
Senior	Martin Hunt
Senior	David Alison
Senior	Chris Budgen
Senior	Joy Workman

The following members hold “full” memberships but live outside the Far North Territorial Boundary, they are currently renting facilities (marina berth, trailer park, dinghy storage) from the Club.

Recommend that the members listed below, with the exception of Allan Clarkson & Trish Fisk, have their membership category changed to ‘Long Distance’.

Family	Bruce & Saree Wheeler
Family	Peter Jones & Barbara Draper
Family	Mike & Charmaine Parker
Family	Jeremy Priddy & Samantha Harsveld
Long Service	Allan Clarkson & Trish Fisk
Family	Chris & Angela Browne

**Resolution:** *It was resolved that all of the memberships above, with the exceptions of O & L Smith, R & B Budgen, & A Clarkson & T Fisk be changed to Long Distance memberships. The members will be advised of the change & invoiced appropriately.*  
*Proposed A Wells/Seconded M Turner: Carried*

## 6.2 Weigh Station - R Dempster

R Dempster on Executive Committee for BOI Swordfish Club (BOISC).

BOISC would pay any & all costs associated with installation of a weigh station. May increase diesel sales, restaurant patronage, increase membership.

Proposal has been put before & been declined. Would users need to be Club members?

Requests that mast gantry be assessed, altered & approved for use as a weigh station for game fish. Full proposal attached.

Health & Safety - who would operate? Needs to be restricted to avoid liability

Mill Bay has a simple scales on pole

Mast Gantry - A Johnson could certify the gantry

Resolution:

**Resolution:** *It was resolved that Club is open, in principle, to the opportunity of a weigh station on the fuel jetty but:  
Either the gantry needs to be certified as appropriate for weigh station or an additional pile would need to be installed to accommodate scales,  
the operation in terms of weigh station needs to be by BOISC approved operators & is the responsibility of BOISC,  
any change to the mast gantry winch at BOISC cost,  
& any future certification would at least be cost shared between the two clubs.  
Proposed R Dempster/Seconded D Keen: Carried*

### 6.3 Committee Strategies

How to develop a strategy (3-5 years) for the future of the clubhouse & social activities of the Club?

How to develop a plan (3-5 years) for the future of the Club's centreboard activities?

How can General Committee help these committees develop strategy in these areas?

House & Social - A Wells, R Dempster, D Keen - available to help

Centreboard - A Wells, M Turner - available to help

Brainstorming session to discuss ideas in early 2023

### 6.4 Ship Repairers Insurance for In Water Hull Cleaning

Thursday 10<sup>th</sup> Nov- contacted contractor to advise rules must be closely followed.

**Resolution:** *It was resolved that Club would not cover the cost of Ship Repairers Liability cover for in water hull cleaning.  
Proposed A Wells/Seconded P Woods: Carried*

### 6.5 Asset Maintenance Schedule

An Asset Register has been developed (copy circulated). The sub-committee (A Wells, M Turner, D Smith, M MacDiarmid, R Dempster) will make recommendations to the General Committee about the funding of the maintenance &/or refurbishment of these assets in the New Year including consideration of:

- Splits between Club & Marina
- How are the projects funded? Savings or borrowing
- What can under regular major maintenance & what is special one-off expenditure
- Funding alternatives

## 6.6 Financial Support of Youth Sailors -

Centreboard Committee recommend that the Club pays 50% of the cost of Club sailors attending Mastercard Week. Cost to Club is \$1,500. This has not been budgeted for. \$900 income from Riverview School sailing experience, remaining \$600 expenditure

**Resolution:** *It was resolved that Club would cover 50% of the cost of Club sailors attending Mastercard Week (\$1,500).*  
*Proposed P Woods/Seconded M Turner: Carried*  
*P Kee abstain*

## 6.7 Pile Replacement

The annual pile audit had been completed. There are 3 piles in marina & 3 in the pile moorings that require urgent replacement. Prices are being sought from a local marine contractor. It will not be possible to obtain three quotes for this work as per the Club's Procurement & Financial Delegation Policy. There is provision for "An exception to this requirement is permitted for emergency repairs to Club Assets and Marina, in which regard the Commodore or Chair of the Marina Committee may authorise work to be undertaken immediately from the most available supplier."

**Resolution:** *It was resolved that Club grant permission to make an exception from the Financial Procurement & Delegation Policy as noted above for the urgent replacement of 7 piles.*  
*Proposed D Keen/Seconded R Dempster: Carried*

## 6.8 Berth Licence Transfers

**Resolution:** *It was resolved that Club approve following berth licence transfers*  
*D12 (12m) from M & H Johnson to R Haslar & J Haslar*  
*E30 (18m) from R Haslar to P & S Doubleday*  
*D17 (16m) from P & S Doubleday to M & R Lodge*  
*D32 (12m) from R Goord to I Lapanovich & V Mitchell*  
*D34 (12m) from R Goord to B & S Penchev*  
*Proposed P Woods/seconded R Dempster: Carried*

## 6.9 December meeting of the General Committee

**Resolution:** *It was resolved that the December meeting of the General Committee be reschedule to Tuesday 13<sup>th</sup> December.*  
*Proposed A Wells/Seconded S Cain: Carried*

The Marina Committee have rescheduled to Thursday 15<sup>th</sup> December.

## 6.10 Submission to Reduce Speed Limit from Rangitane turnoff to Opito Bay

Club members will be encouraged to submit to FNDC on speed limits in the Far North.

## 7 New Members & Resignations

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Secunder
Matthew Thomas	Boat ramp, Clubhouse	Senior	Kerikeri	Trailer Boat (IN SALT)	Murray Masefield	Doug Galbraith
Luke Orchiston	Meet like minded sailors	Senior	Kerikeri	Keeler (HOT ICE)	Andy August	Gary Gillbanks
Greg Ogg	Restaurant / Social	Social	Kerikeri	-	N/A	N/A
Brian Saward	Restaurant / Social	Social	Kerikeri	-	N/A	N/A
Steven Watson	Facilities / Ramp / Parking	Senior	Kerikeri	Trailer Boat (Miss Fisher)	Liam Coyle	Marco Barnao
Nelson Glass & Penelope Ledgard	Living aboard A17	Long Distance	Christchurch	Launch	Mal McBain	John Peppiatt
Phillip de Latour	Boat Crew + Boat ramp use	Crew	Kerikeri	-	Daniel Wise	Scott Meacham
Jonathan Corskie	Sailing at Lake & Club Facilities	Family	Kerikeri	Multihull	John Power	A Naujoks
Jason & Janine Carr	Boat moored in Apple Tree bay / Facilities	Family	Kerikeri	Launch	Chuck Tann	D Ryder
<b>Changed Memberships</b>		<b>Old Membership</b>	<b>New Membership</b>			
Vanessa van Paridon & Matthew Glover	Family	Social				
Dennis Boggs	Senior	Social				
Paul Cheeseman	Family	Senior				
Barry Gundersen	Family	Social				
Mandy Griffin	Family	Senior				

## 7.1 Resignations

Garth & Lindsay Matterson  
Brian & Jocelyn Jones  
Ray & Diane Knowles  
Vicky Gooch  
Clark & Victoria Caudwell  
Monica Church  
Des Henry  
Andre Asselbergs  
Keith Laxton  
Richard Goord  
Ron Cook  
Fred Terry

**Resolution:** *To approve the new memberships & resignations as listed above.*

*Proposed D Keen/Seconded R Dempster: Carried*

## 8 Information Reports

### 8.1 Clubhouse Food Act Verification

Completed & verification received.

### 8.2 Security

Club members with access to the clubhouse &/or boatshed are responsible for alarming these spaces when they have opened the space. The boatshed security response is triggered at 9pm so expect contact after 9pm advising that the space has not been alarmed. The clubhouse is triggered at 11pm.

### 8.3 Licence Transfer Dispute

The purchaser involved in this dispute has since been offered an alternative berth licence & has decided not to take further action against the vendor.

### 8.4 Insurance

The state of NZ marina insurance environment is providing additional challenges to covering the Club's assets, in particular the marina's seawall. Details are outlined in the November 22 Marina Committee minutes & *Marina Insurance* paper circulated to the Committee. General Committee will be kept advised as situation develops.

### 8.5 Marina E Pier Refurbishment Project

A summary of the E Pier Refurbishment Project was circulated to the General Committee. General Committee will be kept advised as this project progresses.

### 8.6 Clubhouse Service 11<sup>th</sup> & 13<sup>th</sup> November

The clubhouse was closed on 11<sup>th</sup> & 13<sup>th</sup> November as alternative service options could not be found.

## **9 Committee Reports**

***9.1 Centreboard - minutes on file***

***9.2 Keelboat Committee -***

***9.3 House, Social, Launch & Cruise***

***9.4 Marina Committee - minutes on file***

***9.5 Clean Club***



## 10 Action Sheet

Item	Delegated Person(s)	Decisions/Future Action	Completed
Reclamation Title	T Bingham, M MacDiarmid	<p>Title Application Process</p> <ol style="list-style-type: none"> <li>1. Application lodged with LINZ</li> <li>2. Valuation of undeveloped seabed. Valuation \$6,000-\$12,000. Quote for valuation to be obtained</li> <li>3. Land valuation can be negotiated, &amp; impairments (reductions) on the valuations made.</li> <li>4. LINZ will give a list of conditions to be met before title can be issued.</li> <li>5. Land will have to be purchased</li> <li>6. Title allocated</li> </ol> <p>Licence holders advised at AGM of process &amp; potential costs. T Bingham/Thomson Wilson Law first meeting held re confirming process &amp; costs for obtaining title - notes filed LINZ contact has retired, new contact person established. Summary of Process provided by T Bingham to Feb 2022 meeting of General Committee.</p>	Land valuation commissioned
	General Committee	<p>Decision pending on expense split between club &amp; 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>	

Public Access Conditions of Resource Consent	A Wells, D Keen, D Smith, M Turner, T Bingham	NRC & FNDC for a council liaison meeting postponed due to local body elections	
Launching Dock	Sub-committee M Turner, D Keen, T Bingham, D Brock	Preliminary estimate received  Cost of 'consent application ready' plans being sought	
Club Asset Register		To be considered at the November 2022 meeting	
Reclamation Expenses Split	Sub-Committee: M Turner, R Dempster, T Bingham, A Wells	Make recommendations back to General Committee	
NRC	A Wells	Council Liaison Meeting	
Dinghy Racks	M Turner	Assessment of potential new sites	
Moturoa Island	A Wells, M Turner	Meet to discuss dissatisfaction with domestic island rubbish in the Club's facility, long term parking of vehicles & trailers in the marina & clubhouse parks	
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.	Completed

		Harbour Master consulted as to action on removal of the vessel.	
Health & Safety Review	Sub-committees	Sub-committees to consider & review	Underway
Clubhouse Future		Membership Drive	
		Interior Improvements - Design, Pricing House & Social Committee to be involved in scoping the project	Underway
Variation of Consent to allow power tools at haul out	M MacDiarmid	Apply	
NRC Water & Sediment Test Results	M MacDiarmid	Review of management plan - underway Settlement tank & cesspit emptied & emptying frequency increased Professional advice being sought Water testing to be undertaken to assess effectiveness of remedial actions	Underway
Toilet Facilities at Lake Manuwai	Centreboard	Awaiting FNDC installation (scheduled for June 2022).	Watching brief
Defibrillator	M MacDiarmid	Marina is purchasing Awaiting supply from St Johns	
Marina Berth Licence Review	Marina Committee	Law North advise licence &/or Constitution rules could be more explicit when licence transfer is declined on basis of Club membership eligibility.	Underway
Te Pewhairangi Marine Mammal Sanctuary Event Permit	M MacDiarmid	Permit application submitted & officially received by DoC	Awaiting DoC processing

DoC Marina Access Review	General Committee	October	
MOSS Exemption Requirements	Centreboard	Annual assessment & remedial actions	
Haul Out Ladders	R Dempster	R Dempster will forward information about tethering ladders to hauled out boats & have a safe footing for them.	
Little Blue Shed @ Lake Manuwai	B Edwards	Keep or dispose? To be resolved.	
Changes to the Incorporated Societies Act	T Bingham	Submit constitution as is and outline compliance when submissions open.	
Tiger Shark	P Kee, N Cates	Contact R Given & asses vessel	
Policy Collation	T Bingham	Research a drop box for Club policies	
House, Social, & Keelboat Working Bee			
In water hull cleaning protocol	Marina Committee	Adopted & implemented Further WorkSafe obligations review	
Mediterranean Fanworm Incident		3 month dive check in early January	
Financial Literacy Briefing	D Smith	For incoming General Committee	
Pile Replacement	M MacDiarmid	Organise urgent pile replacements in pile mooring & marina areas as identified	
Encourage Club members to submit on speed limits	M MacDiarmid	In notices	Completed

## **11 Next Meeting**

*Next meeting 13 December 2022*

*Meeting closed 8.42pm*