

# Kerikeri Cruising Club (KCC) Marina Committee Minutes

## Meeting Thursday 11 April 2023 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

P Woods (Chair), R Dempster (Deputy Chair), M Carere, D Brock, M Simpson, M Lucas,

M MacDiarmid, (attending)

### 1 Apologies

None

### 2 Confirmation of Minutes

Resolution	That the minutes of the 14 March 2023 meeting of the Marina Committee be accepted. Proposed M Carere/Seconded M Simpson: Carried
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Matters Arising: incident freezing the scene, evacuation of the top floor of the office building, staff location & safety working alone, & proof of boat ownership, to be added to the next agenda from the March meeting

### 3 Health & Safety

Fuel jetty – signage not to be used as a grid check if it is there, & replace if not. Check if there is evidence of a clean off of a boat P McLea

Diesel spill on Saturday 8<sup>th</sup> April

### 4 Marina Maintenance

Haul out –

Once vacuum sander is installed & dry sanding begins will wet sanding still be an option? Prove the efficacy of the sander then look to transition out of wet sanding

E & D pier bolts all tightened. Bolts have been able to be tightened (some up to 2 turns). Seaward end of the breakwater was loosest.

A system for recording component maintenance will be needed for the future. Whether a spreadsheet or some other system. Existing marina refurbishment spreadsheet may work. Each component needs a unique numbering/system, condition, birth date, maintenance record, replacement record.

Navigation lights have been replaced. Pile wear strip mostly installed but additional required.

D bolts & other components on A & B pier need to last 10 years until those piers are replaced. Quality of components to reflect this.

Question remains over what is maintenance & what is refurbishment.

Condition Assessment Report will be discussed at a separate meeting. Thursday 20<sup>th</sup> April 6pm

## 5 Matters Arising

### 5.1 Lights on Security Gates pointing towards the carpark

Lights in the gates sufficient, add to A & D piers. Look at additional lighting on the office building pointing towards the car park

### 5.2 Haul Out

Enviropod filter – check profile of the sediment in the waste. Discuss with a wastewater engineer

### 5.3 Procurement process

Will now be forwarded to the Club Secretary & then for consideration by the General Committee  
Needs a definition of “major transaction” for the marina, suggest “half the marina annual fees income”.

## 6 Correspondence

Dixon letter – Marina Committee has responded to his request previously.

Derrick – can't be added to a closed waiting list however waiting lists are next item on the agenda.

### 6.1 Waiting List

Administration fee to be increased to \$500 for each listing

Resolution	That the waiting lists be uncapped (no maximum number of listees), the waiting list administration fee to be increased to \$500 for each listing, the 10m waiting list applicants for the 11/4/2023 ballot will all be balloted onto the list with the \$50 fee, that applicants who missed out on joining the list in the last 12metre waiting list ballot will be redrawn & added to the list incurring a \$50 fee & that the Club policy be revised in accordance with this resolution. Proposed P Woods/Seconded R Dempster: Carried Against D Brock
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The Manager will advise the opening of the list by email notice to members on an undisclosed date.

I Derrick – waiting list policy being revised

### 6.2 Marina Security

Email the lock box code to access the manual gate reset key to the marina committee

Security – all incidents to be reported to the police

## 7 Finances

Resolution	That the invoices for payment, credit card payments & P&L be approved & that the Johnson Bros invoice (marina portion) for pile replacement be
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## 8 General Business

### 8.1 Boat Insurance

Will a boat insurance cover an employee moving bosses boat?

### 8.2 NZMOA Boatyard Training

Details to the Committee, who to attend?

### 8.3 Condition Report

Hold as internal document until work plan has been drafted.

### 8.4 Newsletter to Chairman of the KCC Marina Trust

Add to the distribution list

Next meeting 9<sup>th</sup> May 2023

Closed 8.40pm