

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting of the Marina Committee Tuesday 14 April 2020 By conference call

The meeting commenced at 6.30pm

P Pederson, P Harris, M Carere, L Ayr, D Brock, A Stephenson

M MacDiarmid, (attending)

1 Apologies

None

2 Confirmation of minutes of previous meeting

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| Resolution | That the minutes of the meeting 10 March 2020 be accepted. Proposed L Ayr /Seconded P Harris: Carried |
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3 Maintenance

Water: Currently 6.5 tanks full out of 7

Rubbish: Is now on call. Recycling is not been collected as recycling will not be collected until after the lockdown.. It is 98% full.

Lock the rubbish bins for the marina & allow the liveboards access via operator

Dock walk: Doing security and Dock walks 2 - 3 times a week

Toilets: All toilets are now closed to public

Police are visiting the Marina twice a week to ensure no boating is going on. Over the Easter period that 2 boats left the marina that were there the previous week.

Pile replacements are on hold until the end of the lock down

Trailer boats - The public were still using the ramps in the first week of lock down but has now ceased. However there is a trailer that has been parked there for three weeks

Berth Owners: Overall the owners have been complying. Pete has been asked by some if its ok to check on their boat and some have asked the police if its ok, which they have said yes.

Matters Arising

3.1 Piling Project

On hold due to lockdown

March invoice being reviewed by the KCC Engineer.

4 Correspondence

| To/From | Regarding | Action |
|------------------|--|--------|
| All Club members | COVID 19 Alert Level information pertaining to the marina & Club | |

5 Finances

A profit & loss report for the previous month & invoices for payment were distributed prior to the meeting.

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| Resolution | That the profit & loss report to 31 March 2020 (as circulated) be accepted. Proposed L Ayr/Seconded M Carere: Carried |
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| Resolution | That the invoices for payment (excepting the Placemakers toilet invoices) as tabled be paid & accepted Proposed M Carere/Seconded P Harris: Carried |
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Check that owner of the new catamaran berth has been invoiced for the removal of the pile.

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| Resolution | That the STF Ltd progress claim #2 as be paid & accepted once approved by the Manager & the project Engineer. Proposed M Carere/Seconded A Stephenson: Carried |
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6 General Committee Update

A COVID 19 committee was set up prior to lockdown for the purpose of planning for the Club's COVID 19 response & business contingency plans. These plans were quickly overtaken by the Government's Alert Level initiative but the committee will "meet" again to discuss the Club 'rebooting' as the Alert Levels diminish. All planning will be subject to further Government advice.

Club will send a generic letter of support for the development of marine facilities in the Bay of Islands rather than a letter specifically supporting the proposed Rangitane development.

7 General Business

None

8 Berth Licence Transfers

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| Resolution | That the transfer of the following licences be recommended to the Kerikeri Cruising Club General Committee subject to receipt of the paperwork & confirmation of payments D14 (12m) from Lou & Ruth West to Peter & Sally Burgoyne B24 (12m) from Peter & Sally Burgoyne to Jeff Evans & Sallyann Hingston D21 (14m) from WRMK Trustees (2015) Ltd, Rupert Shaw & Donna Blaber to Mal Simpson Proposed L Ayr/Seconded M Carere: Carried |
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9 Health & Safety

Coming Out of Lockdown – Marina (Non-essential business)

| NZ Covid 19 Alert Level | Staff | Club members/boat owners |
|-------------------------|---|--|
| Level 4 - | Security, urgent maintenance & dock walks only permitted & undertaken on site All other work undertaken remotely where possible or on hold | Marina & facilities closed – except to excepted groups e.g. live-aboards |
| Level 3 | | Marina open to occupants but remote interaction with staff enforced |
| Level 2 | Haul Out operational Office closed but can be manually opened by staff on site, office staff to work remotely &/or shifts | Remote interaction preferred except where not feasible |
| Level 1 | Office open but physical distancing measures implemented | Encouraged to interact via remote means |

10 Next meeting

12 May 2020

Meeting closed 7.32pm