Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 17 June 2025

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

1 Attending

M Turner (Commodore), T Bingham (Vice-Commodore), D Brock (Secretary), S Cain (Keelboat), B Carter, D France (Launch & Cruise), V France (House & Social), B Wallace (Centreboard), D Smith (Treasurer)

Attending: M MacDiarmid, M Carere (Marina Committee), G Nicholl (Marina Committee)

2 Apologies

Apologies: P McNeil, T Milicich (Chair Marina), I Lipanovic (Deputy-Chair Marina), A Wells (Rear Commodore)

Resolution: *It was resolved to accept the apologies above.*
Proposed D France/Seconded B Carter: Carried

3 Minutes of the Previous Meeting

Resolution: *It was resolved to accept the minutes of the previous meeting 20 May 2025.*
Proposed T Bingham/Seconded B Carter: Carried

4 Health & Safety

Information circulated with this agenda:

- Safe365 Health & Safety Summary Report

Items of note:

Centreboard Committee has reviewed a standard operating procedure for centreboard activities & a further draft is in development. A meeting to develop this procedure was held in June with centreboard representatives & staff.

P McLea attended the NZ Marina Operators Association boatyard forum in May 2025 as part of ongoing upskilling/training on haul out. Reports KCC haul out SOP compares well against other similar facilities. Some insights include: importance of replacing parts on a timeframe basis as there is limited ability to accurately assess part condition e.g. winch wire.

Resolution: *It was resolved to accept the health & safety report.*
Proposed B Carter/Seconded B Wallace: Carried

5 Finances

A profit & loss report had been circulated prior to the meeting, Treasurer, D Smith, noted that:

- Loyall income & expenditure has been shifted in May
- Decking was paid in May

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	$4,581.18	List circulated
Credit Card Transactions for Approval	$646.02	List Circulated
Debtors	$6,272.40	
Wage reconciliation	$4,730.91	Monthly reconciliation from visitor pool to Club

Resolution: *To accept the Profit & Loss Report to 31 May 2025 & approve the invoices for payment (as circulated) debtor balance, credit card transactions & May 2025 wage reconciliation.*
Proposed D Smith/Seconded T Bingham: Carried

5.1 Budget

- Contribution to refurbishment account
- Wages Club refurbishment – investigative work & project management
- Thanks to sub-committees for draft budgets, keelboat budget anticipated
- Sponsorship for keelboat & centreboard activities fluctuates, sponsorship will only succeed with volunteer attention
- Centreboard new set of sails, is this sufficient replacement of equipment to keep up with wear & tear?
- House & Social – Christmas Picnic, other cruises. Request made for more detail as to what the $5,000 will be spent on? What programme? What costs?

- V France & working group: Interviewing for a chef or a caterer – early stage of negotiations. Committee discussed that clubhouse investment/refurbishment to be made as a whole rather than piecemeal, a business case needs to be presented to the General Committee before any plan can be implemented.
- Draft budget with more details to come.

6 New Members & Resignations

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Seconder
Grant Brewer	Renting / Marina facilities	Senior	Russell	Launch (TRANSITION)	David Stuart	Desiree Stuart
Darrin Reid	Purchasing berth license & boat	Senior	Kerikeri	Launch (MAKAIRA BLUE)	Robert de Leur	Mike Woodward

Resolution: *To approve the new membership applications as above.*
Proposed B Carter/Seconded D Brock: Carried

6.1 Changes to Membership Types

None this month

6.1 Resignations

Zack Holly & Jill Douglas

Resolution: *To approve the resignations as above.*
Proposed B Carter/Seconded D Brock: Carried

7 Decisions

7.1 Refurbishment Fund Levy – T Bingham

Resolution: *That the Club's seal be applied to the Berth Licence Rules as amended May 2025.*
Proposed T Bingham/Seconded D Brock: Carried

7.2 Licence Transfers – Marina Committee

Resolution: *That the following berth licence transfers be ratified, signed & sealed by the Club:*
C12 (14m) from M, L & J Davey to L & J McIntosh.
Proposed T Bingham/Seconded D Brock: Carried

It was noted this is the second berth licence owned by L & J McIntosh. Their original licence is available for transfer/sale.

7.3 Lake Manuwai Shed Memorandum of Understanding – B Wallace

A draft memorandum of understanding for users of the KCC Lake Manuwai shed was circulated to the Committee. The Centreboard Committee recommends that this be adopted by the Club for agreement with Kaihoe o Ngati Rehia Trust – Waka Ama Club & Kerikeri Radio Yacht Squadron.
It was noted that the MOU needs to: go on letterhead, specify that the insurance mentioned is the cover for the shed/building.

Resolution: *That the memorandum of understanding for users of the KCC Lake Manuwai shed be approved for agreement with Kaihoe o Ngati Rehia Trust – Waka Ama Club & Kerikeri Radio Yacht Squadron with the amendments noted above.*

Proposed B Wallace/Seconded D France: Carried

7.4 Funding Application for Centreboard Helmets – B Wallace

The Centreboard Committee recommends that the Club applies for funding of $1,330.38 ($73.91/helmet exc GST) from the Oxford Sports Trust for 18 helmets for Lake Manuwai centreboard sailing.

The purpose of the helmets is to address the risk of head injuries while learning to sail.

The Committee is supportive but suggests that other equipment e.g. lifejackets be included in the application. This will be represented to the July meeting for a resolution & approval of a funding application.

7.5 Purchase Centreboard Helmets for Doves Bay Sailing – B Wallace

The Centreboard Committee recommends the immediate purchase of 7 additional helmets for Doves Bay centreboard sailing. The funds for these to be donations received towards centreboard sailing 2024/2025.

Resolution: *That 7 additional safety helmets be purchased for Doves Bay centreboard sailing.*

Proposed B Carter/Seconded S Cain: Carried

7.6 Commercial Licence – Marina Committee

A draft commercial licence has been prepared. Cost of the licence & how to present the change to the Club's members against a history of insisting on non-commercial activity only at the Club facilities. T Bingham & M Turner to resolve Moturoa proposal with Marina Committee representatives.

7.7 E Pier Finger Dock Extensions – Marina Committee

As it has become apparent that pursuing the finger dock extension project may expose the Club to unsustainable costs & put the existing pile refurbishment schedule in jeopardy, it is recommended by the Marina Committee that the Club withdraw its approval for finger dock extensions at this stage while it considers the ramifications of continuing the project.

Resolution: *That that the Club withdraw its approval for finger dock extensions while it considers the ramifications of continuing the project.*

Proposed T Bingham/Seconded D Brock: Carried

7.8 Marina Budget – Marina Committee

Request to continue using one bay of the Club's boatshed for the 2025/2026 year in lieu of purchasing, installing a marina shed. The boatshed is not a long-term option as centreboard will need the space when the programme grows.

7.9 Funding application for a new RIB/outboard/trailer – T Bingham

An application via YNZ for new RIB/outboard/trailer package will be developed with T Bingham, D France & Centreboard Committee representative(s).

8 Information Reports

8.1 Club YNZ Membership – T Bingham

Last month the General Committee viewed the letter from the Club to YNZ on this topic & the letter of response from YNZ. T Bingham will updated the Committee on this issue. Notes circulated.

8.2 General Committee Restructure Options – T Bingham

Main concern is not knowing what is going on in the rest of the Club & moving away from a community Club to a business model. Sub-committees need to have involvement while attempting to limit the liability & responsibility to a smaller group.

8.3 Club Website Upgrade – V France

KCC needs to upgrade their website, and I would encourage general committee members to look at other yacht club websites e.g. Tauranga, to compare.

Include $1,000 on the budget

8.4 BOI Sailing Week AGM Information

Circulated to all Club members

8.5 Reclamation Title Process – T Bingham

Cultural impact assessment required from Ngati Rehia for LINZ

8.6 Club Assets Research & Development – M Turner

M Turner presented a proposal for development of Club assets.

Resolution: *That that General Committee go into Committee to discuss this item.*

Proposed D Brock/Seconded T Bingham: Carried

Resolution: *That that that General Committee come out of Committee having discussed this item.*

Proposed D France/Seconded D Brock: Carried

8.7 Reclamation Title Purchase

M Turner, T Bingham, I Lipanovic & M Carere: to meet initially then recommend to a larger group. The larger group to include D France & D Brock.

9 Committee Reports

9.1 Centreboard – minutes on file – Minutes on file

9.2 Keelboat Committee

9.3 House, Social

9.4 Launch & Cruise

9.5 Marina Committee – minutes on file

9.6 Clean Club

10 Action Sheet

Item & Start Date	Delegated Person(s)	Decisions/Future Action	Status & Update Dates
Reclamation Title	T Bingham	Title Application Process Application lodged with LINZ Valuation of undeveloped seabed. Valuation $6,000-$12,000. Quote for valuation to be obtained Land valuation can be negotiated, & impairments (reductions) on the valuations made. LINZ will give a list of conditions to be met before title can be issued. Land will have to be purchased Title allocated Licence holders advised at AGM of process & potential costs. T Bingham/Thomson Wilson Law first meeting held re confirming process & 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. LINZ appointed valuer has made a site visit. Aug 2023 – valuation submitted to LINZ but not accepted	Land valuation commissioned & underway
	General Committee	Decision pending on expense split between club & marina on cost of reclamation title application. First legal invoice of $4,100 paid by Club Preliminary land assessment $450	
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
Fuel Jetty	Project Manager	Planned closure from 1 April 2024 for refurbishment Draft preliminary plan – M Turner – liaising with Haigh Workman to procure preliminary drawings Costing for a like with like replacement underway Non-slip paint will be applied (as weather & staff availability allow) to the plywood to improve the surface. - Completed	
YNZ Fees Reduction	M Turner, T Bingham	General Committee to explore options. Letter of intent sent to YNZ	
Extending Marina Berth Fingers	Marina Committee	Engineering received, price of works being sought, prices sent to interested licensees	
Club Kaumatua	T Bingham, A Wells	Under development	
Catamaran Berth Reconfiguration	M MacDiarmid	Law North drafting agreement 12/3/2-25 Draft received, under review	

Etchell Sale		General Committee has approved sale of the Etchell	
Club Activity Newsletter	P McNeil		
Commercial Activity Permit	M MacDiarmid	Law North draft activity licence received	
Letters		T Little – write letter of condolence C Schaasberg – letter acknowledging length of membership	Completed
Club Governance Restructure	T Bingham	Explore options for alternative Club governance structures for development with Club's sub-committees	
Investigating additional berths on A & B pier		Drone survey undertaken, awaiting results	

Funding Reclamation Title	M Turner, T Bingham, I Lipanovic, T Milicich	Review the proposals & develop recommendation for the General Committee	

11 Next Meeting

Next meeting 15 July 2025

Meeting closed 9.19pm