Kerikeri Cruising Club Inc (KCC)

Minutes

Meeting of the General Committee Tuesday 18 February 2025

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

1 Attending

M Turner (Commodore), T Bingham (Vice-Commodore), S Cain (Keelboat), B Carter, T Milicich (Deputy-Chair Marina), P McNeil, D France (Launch & Cruise), V France (House & Social), D Brock (Secretary), A Wells (Rear Commodore), M Lawton (Chair Marina), B Wallace (Centreboard)

Attending: M MacDiarmid, A Corson, V Glover-van Paridon

2 Health & Safety

Andy Corson attended the February meeting of the General Committee for 45 minutes from 7pm to discuss Director Health & Safety Induction. A copy of a sample induction was circulated at the meeting.

A Corson, V Glover-van Paridon depart

3 Welcome & Apologies

B Wallace welcomed.

R Dempster

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

4 Minutes of the Previous Meeting

Resolution: *It was resolved to accept the minutes of the previous meeting 17 December 2024.*
Proposed P McNeil/Seconded S Cain: Carried

5 Health & Safety

A Safe365 Health & Safety Summary Report circulated to the Committee. General Committee members are welcome seek more details on any aspect of these reports. This report will become more informative as:

- Club increases usage,

- General Committee members are activated as users on the software.

Resolution: *It was resolved to accept the health & safety report.*
Proposed A Wells/Seconded D Brock: Carried

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	$24,797.92	List circulated
Credit Card Transactions for Approval	$513.02	List Circulated
Debtors	$16,559.50	
Wage reconciliation	$2,504.72	Monthly reconciliation from visitor pool to Club
Marina Refurbishment	$200,372.25	For information only, approved by the Marina Committee

Resolution: *To approve the invoices for payment (as circulated & with addition of The Music Workshop $310.50 & NZ Sail Craft Ltd $238.50), debtor balance, credit card transactions & January 2025 wage reconciliation & profit & loss report to 31 January 2025 as circulated.*
Proposed D France/Seconded T Milicich: Carried

7 New Members & Resignations

Name	Reason for Joining	M/ship Type	Provenance	Boat type	Proposer	Seconder
William Arama	Local, recently purchased Launch	Senior	Kerikeri	Launch	Daniel Wise	Derry Godbert
James Ledingham	Regular Rum Race crew	Senior	Kerikeri	Centreboard	Ray Haslar	Tony Walker
Frank Spitters	Access to breakwater	Senior	Kerikeri	Trailer Boat	Andy Wood	Callie Wood

Richard Guthrie	Best Club in NZ	Senior	Totara North	Launch	Sean Sample	Bruce Carter
Adrian & Kate Herring	Re-join & purchase Marina	Family	Kerikeri	Trailer Boat	Bob Morgan	Heather Morgan
Silke Hendel	Crewing	Crew	Kerikeri	-	Bronwyn Colquhoun	Scott Trask
Karl & Janey Schenker	Looking at upsizing to a launch and join friends	Family	Kerikeri	Trailer Boat	Paul Pedersen	Michael Hooper
Andrew Hamberger	Community / Social	Senior	Kerikeri	Trailer Boat	Rhys Dempster	Ainslie Dempster
David Austin	Previous member, Sailing	Senior	Kerikeri	-	Ray Haslar	Craig Partridge
Brendon & Janemarie Whiddett	Social and breakwater access	Family	Kerikeri	Trailer Boat	Ash Gibb	Shane Mountain
Blake Medusa	CB Sailing	Youth	Kerikeri	-	Belinda Wallace	Derry Godbert
Emilia Rehu	CB Sailing	Youth	Kerikeri	-	Belinda Wallace	Andre Anderson
Te Wano Rehu	CB Sailing	Youth	Kerikeri	-	Belinda Wallace	Andre Anderson
Alec Bartlett	CB Sailing	Senior	Kerikeri	-	Belinda Wallace	Andre Anderson

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

7.1 Changes to Membership Types

Changed Memberships	**Old Membership**	**New Membership**
Dave & Vicki Keen	Family	Social
Steve & Julie May	Family	Senior
Phillip Zisakis	Family	Senior
Geoffrey Matthews	Family	Senior
Michael Gilson & Joanne McPhee	Long Distance	Family *

* Supplied office with sufficient proof of residence in Far North, including rates, building contract and other documentation

Resolution: *To approve the changed membership applications as above.*
Proposed T Bingham/Seconded S Cain: Carried

7.2 Resignations

Resignations (made unfinancial)	**Reason for resigning**	**Membership**
Chris Smith	No longer uses facilities	Senior
Julian & Kate Schofield	No longer uses facilities	Family
Edith van der Scheer	No longer uses facilities	Social
Bob van Pierce	No longer uses facilities / overseas	Senior
Jon & Rosalie Bridge	No longer uses facilities	Long Distance
Steve McDonald	No longer uses facilities	Social
Alexandra McDonald	Stopped sailing 2023	Youth
Matthew Thomas	No longer uses facilities, sold boat	Senior
Colin & Carol Dunlop	No longer uses facilities, selling boat	Long Distance
Ralph Pfister	No longer uses facilities, sailing in Asia	Long Distance
Tom & Sue Rutherford	No longer uses facilities, sold boat	Family
John Wilson	No longer uses facilities	Senior
Jim & Loretta Maloney	No longer uses facilities	Long Distance
Finn Topzand - O'Rourke	No longer uses facilities	Senior
Bill Clark	No longer uses facilities	Social
Daniel Conti	No longer uses facilities	Senior
Steven Bennett	No longer uses facilities	Senior
Charles Schaasberg & Cheryl Rymer	No longer uses facilities	Long Service
Norm Little	No longer uses facilities	Long Service

Acknowledgement of C Schaasberg & N Little as long service members – letter & token of appreciation

Resolution: *To approve the resignations as above.*

Proposed D Brock/Seconded T Bingham: Carried

7.3 Unfinancial Members

Michael Adkins	Senior
Robert Bryant	Social
Grant Buckland	Family
Geoff Cook	Long Distance
Adrian & Sylvia Garrett	Family
Graeme Lidgard	Family
Mike O'Neill	Senior
Luke Orchiston	Senior
Kerry Sinclair	Senior
Shelleece Stanaway	Family
Eric Teale	Long Distance

Resolution: *That the people listed above be made unfinancial & no longer receive the benefits of Kerikeri Cruising Club membership with special note given to members Sample & Toto who are required to pay their membership subscriptions to continue receiving marina licensee or renter status.*

Proposed D Brock/Seconded P McNeil: Carried

8 Decisions

8.1 Marina – Additional Berths – M Turner

It is recommended that the Club seeks prices for the design of additional marina berths. One berth on A pier t-head & two berths on B pier t-head with implementation anticipated for the next piling round. The concept is for the Club to retain these berths as rental berths. Income would be tagged for refurbishment of shared assets.

Resolution: *To seek prices for the design of additional marina berths: one berth on A pier t-head & two berths on B pier t-head.*

Proposed M Turner/Seconded P McNeil: Carried

Abstain: D France

8.2 Marina – Reconfiguring/Extending Existing Berths – Marina Committee

The marina committee plans to reposition piles in existing 12m berths to extend them to 14m long within the present piling contract so that 14m licences could be offered to take advantage of the current lack of demand for 12m licences.

The General Committee questions whether the "turning circle" & the fairway width have been measured & whether the standard fairway for 14m berths being researched.

Resolution: *To reposition piles in existing 12m berths to extend them to 14m long within the present piling contract subject to the fairway being measured & the standard fairway for 14m berths being researched.*

Proposed T Milicich/Seconded D Brock: Carried

8.3 Trolley Advertising

The Marina Committee recommends to the General Committee the proposal for sponsorship income from signage on marina trolleys for adoption.

- Offer existing sponsors,
- Club members or their businesses

Resolution: *To approve trolley sponsorship proposal with all potential sponsors to be approved by the General Committee prior to approach.*

Proposed T Milicich/Seconded P McNeil: Carried

8.4 Refurbishment Fund Levy – T Bingham

Recommendations were forwarded prior to the meeting. Legal advice to be sought on whether:

- the fee triggers the "major financial transaction" clause of the KCC Constitution
- Is a SGM of the Club required to implement this fee?

The marina committee recommends to the KCC General Committee that in view of the overwhelming support for Refurbishment Fund Levy proposal, the levy be implemented asap

Resolution: *To commission Law North to draft the wording to implement the RFL & to give advice on whether a SGM of members is required.*

Proposed D Brock/Seconded T Milicich: Carried

8.5 Commercial Users in the Marina – Marina Committee

The Marina Committee recommends to the General Committee that the Club adopts a policy allowing limited commercial use of the marina with the following conditions.

Income from this initiative to be forwarded to the marina refurbishment fund

Resolution: *To adopt a policy that would allow limited commercial use of the Club's marina. This policy to include*

- *up to 10 commercial operators per year,*
- *limit of 3 parked vehicles per day,*
- *Operators must provide Health & Safety/Risk Management Plan to the Club (including passenger management while embarking/disembarking & alcohol management)*
- *applications via the office for Marina Committee approval*
- *annual fee of $2,000 per annum for licence holders, or $5,000 per annum for non-licence holders (payable in advance & non-refundable). This has been benchmarked against FNDC wharf use prices.*
- *Income from this initiative to be forwarded to the marina refurbishment fund*

Proposed M Turner/Seconded T Bingham: Carried

8.6 Catamaran Berth

The Marina Committee recommends to the KCC General Committee to changes to pile location to facilitate a catamaran in berth E2.

Resolution: *To change the pile locations to facilitate a catamaran in berth E2. The Club to obtain written agreement between the Club & the current licensee that:*

- *should the licensee occupy the berth with a multi-hull vessel they will pay to the Club an adjustment that reflects the difference between standard width berth licence value & multi-hull berth value (price to be determined at that time),*
- *any additional piling costs (e.g. jetting or drilling that would not be necessary in the piles original location) to be at licensees expense*
- *if occupied by a multi-hull vessel the berth will attract annual fees (OPEX & refurbishment contributions) & MTP ratio of 1.5 or 1 if a standard monohull*

Proposed D France /Seconded M Lawton: Carried

8.7 Project Manager Selection Panel – M Turner

Resolution: *That M MacDiarmid, T Bingham & T Milicich form the selection panel for the Project Manager position.*

Proposed D Brock/Seconded P McNeil: Carried

8.8 Road Sponsorship Signage – D & V France

Club acknowledgement of sponsors to the general public needs improvement.

There should be a public awareness of firms who sponsor our events or help in any rebuild. marina, buildings, driveway or events.

Roadside signage with a standalone notice board would ideally be modifiable so the information is kept fresh and up to date .

T Bingham offers to price up signage frames.

Resolution: *To approve in principle sponsorship signage.*

Proposed V France/Seconded B Carter: Carried

8.9 C Pier Gate – P McNeil

P McNeil has received feedback about the difficulty in getting trolleys through the C Pier gate because of the placement of the upright on the left-hand side. He questions whether it needs to be there? And, if yes, could it be altered for better access? It was suggested that changing the curbing could improve the pier access without changes to the gate.

P McNeil, D Brock & P McLea to research improvements.

8.10 Closure of Toilet Facilities – P McNeil

P McNeil noted a concern about possible health and safety issues related to the recent closures of the toilet facilities due to the septic system failure.

Resolution: *To approve emergency portaloo hire if considered essential for health & safety purposes.*

Proposed D France /Seconded P McNeil: Carried

8.11 Club Credit Card for Volunteer – Centreboard Committee

Centreboard Committee will make recommendation regarding who should hold credit cards for fuel.

8.12 Licence Transfers – Marina Committee

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

A13 (12m) from Don & Sandra Kemp to Jeff Roberts

Proposed B Carter/Seconded P McNeil: Carried

8.13 Marina Matters – Marina Committee

Resolution: *To approve the February edition of Marina Matters for distribution.*

Proposed T Bingham/Seconded (Not recorded): Carried

8.14 Fob pricing for new members & replacement cost for lost fobs

Fob pricing for new members is currently set at $15ea. Replacement cost for lost fobs is currently set at $25. There has been an increase in fob pricing from the supplier. New recommended sale price of fobs is $20 for new members and $30 for replacement fobs.

Resolution: *To adopt the recommended price sale price increase of fobs to $20 for new members and $30 for replacement fobs .*

Proposed P McNeil/Seconded D Brock: Carried

9 Information Reports

9.1 FNDC audit of clubhouse building warrant of fitness

This audit has unearthed some issues with the clubhouse consents. FNDC staff have provided information on the application for required paperwork. This process is unfortunate as some of the systems involved are original to the building & approximately 40years old.

9.2 Waipiro Bay Marina

Information / request to comment on a Fast Track application for a Waipiro Bay marina. This is more appropriate for circulation to members via the notices rather than a single Club submission as there will be widely different opinions held by members.

9.3 Centreboard Chair Resignation

Andre Anderson has relinquished the position of centreboard committee chair. A new chair is being sought. Belinda Wallace has agreed to represent the committee at General Committee meetings.

9.4 Te Pewhairangi Marine Mammal Sanctury Permission

The Club's permission to run races & other events in te Pewhairangi (Bay of Islands) expired in November 2024. This expiry coincided with the initial timeframe of the sanctuary. It was anticipated that DoC would advise the renewal of the sanctuary & therefore the need to renew the permission. This did not occur. The process of permission renewal is being sought.

9.5 Sediment Monitoring Report

December 2024 Seabed Sediment Monitoring Report results (on file). All test sites are compliant with the consents except for the "historic grid". Remedial action at this site is planned with the replacement of the fuel jetty.

9.6 Extending E Pier Finger Docks

Engineer's advice regarding maximum length of 900mm wide finger docks will be forwarded to affected licensees for their consideration.

9.7 Monthly Newsletter – P McNeil

Seeking article ideas & content from the Club's sub-committees. Could members give some prior thought as to what we should include in the newsletter? E.g.: subcommittee reports, Club activities, Personality posts, Etc

9.8 Marina Committee Goals

The list of Marina Committee Goals for 2025 2026 year will be circulated to the General Committee for consideration at the March 2025 meeting.

10 Committee Reports

10.1 Centreboard – minutes on file – Minutes on file

10.2 Keelboat Committee

10.3 House, Social

10.4 Launch & Cruise - minutes on file

***10.5 Marina Committee** – minutes on file*

10.6 Clean Club – *notes on file*

11 Action Sheet

Item & Start Date	Delegated Person(s)	Decisions/Future Action	Status & Update Dates
Reclamation Title	T Bingham	Title Application Process 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 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	
Launching Dock	Sub-committee M Turner, T Bingham	Preliminary estimate received Cost of 'consent application ready' plans being sought	
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	
Marina Clean Up Proposal	B Carter	Date to be Agreed Health & Safety Plan to be drafted	
YNZ Fees Reduction		General Committee to explore options	
Environmental Clean Up Fund	A Wells	Talk with NRC	
YNZ Clean Club	B Carter	Draft newsletter article Plan for progress towards 2 star status	
Extending Marina Berth Fingers	R Dempster, M MacDiarmid	Marina Committee is progressing this project.	

12 Next Meeting

Next meeting 18 March 2025

Meeting closed 9.14pm