

# Kerikeri Cruising Club Marina Committee Minutes

## Meeting of the Marina Committee Tuesday 5 March 2013 at Kerikeri Cruising Marina Office & Boatshed, 346 Opito Bay Road, Kerikeri. The meeting commenced at 5.30pm

### 1 Attending

A McSweeney (Chair), N Cates (Deputy Chair), M Carere, P Harris, P Kennedy, M Macken,  
M MacDiarmid, P Donahoe, T Corcoran, P Woods (attending).

### 2 Berth License Holder Concerns

A McSweeney welcomed berth license holders - T Corcoran & P Woods to the meeting & suggested that their concerns be heard ahead of the standard meeting agenda.

T Corcoran outlined three primary concerns:

1. That at the marina & club AGMs in 2012 undertakings had been made that a meeting of Club members would be held so members would have an opportunity to approve recommendations relating changes to the financial relationship between the Club & Marina Scheme. No such meeting has occurred & the recommendations have been adopted by the Club's General Committee. T Corcoran would like this meeting to occur, questions the legality of the recommendations adopted by the General Committee & suggested that the Marina Committee resign on mass if they too were unhappy with this issue (which action would cause the calling of a special general meeting of berth license holders).
2. Perception among some berth license holders that the Club may be investigating opportunities to terminate the licenses (in contravention of the Deed of Variation) in 2018 & altering the use of the refurbishment accounts which until now have been funded with the perpetuity of the marina in mind. T Corcoran would like to see the Club give a categorical assurance that it is not seeking to terminate the berth licenses in 2018.
3. Shift in the accountability & status of the Marina Committee from representing the berth license holders to managing the marina for the Cruising Club, & concern that the Statutory Supervisor is not adequately acting for the benefit of the berth license holders. T Corcoran suggested that the marina committee communicate all these issues directly to the berth license holders or resign on mass prompting a special general meeting of berth license holders at which the issues can be discussed. He requested confirmation from the Statutory Supervisor as to the role & purpose of the Supervisor.

P Woods asked that the Deed of Variation be communicated, explained & confirmed to all Club members. He also stated that he believed the General Committee's approval of a payment from the Marina Scheme's Refurbishment Account towards costs of the fuel jetty refurbishment was unconstitutional as a Club General Meeting had agreed to pay the full costs.

The committee responded to the concerns raised by T Corcoran & P Woods, comments included: Mass resignation not constructive at this point as negotiations are ongoing

A meeting with berth license holders to discuss the marina's budget would be an opportune time to discuss other issues. A special general meeting would be limited by the formal rules governing such a meeting.

Suggestions were made for how to communicate with berth license holders &/or call meetings.  
*T Corcoran & P Woods leave the meeting.*

*It was resolved to send a letter to the Statutory Supervisor requesting confirmation that:*

*1. The Statutory Supervisor represents the interests of the berth license holders & acts for the benefit of berth license holders as per clause 2.1 of the Deed of Participation.*

*2. The Marina Committee represents the berth license holders.*

*Proposed M Carere/Seconded P Harris: Carried*

### 3 Apologies

M Sceats

*It was resolved to accept the apologies.*

*Proposed A McSweeney/Seconded M Macken: Carried*

### 4 Confirmation of minutes of previous meeting

*It was resolved that the minutes of the meeting 12 February 2013 be accepted.*

*Proposed P Harris/Seconded P Kennedy: Carried*

### 5 Matters arising from previous meetings

#### 5.1 Car park

M MacDiarmid presented options for car park barriers but with the parking demand dropping back to manageable levels these will be considered later in the year.

#### 5.2 B14

Initial contact has been made with the original licensee however that lead has gone quiet & requires follow up.

### 6 Correspondence

From/To	Regarding	Action/recommendation
P Stott, Crombie Lockwood	Association Liability - explanation of Association Liability cover compared with liability exemption provided by Incorporated Societies Act.	It was agreed to continue the Association Liability
Trustees Executors	Review of Thomson Wilson opinion	

Berth License Purchase Wait Listees	Annual letter advising 'you are still on the waiting list & your ranking is...'	
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*It was resolved to accept the correspondence.  
Proposed A McSweeney/Seconded M Carere: Carried*

## 7 Financial Report

M MacDiarmid tabled a draft marina operating budget for 2013/2014, profit & loss report for February & a list of invoices for payment. She recommended that the profit & loss report be ignored as the meeting is early in the month it is anticipated that significant numbers of invoices to pay will be received subsequent to the meeting rendering that report inaccurate. This was agreed. The marina committee expressed concern that the Club has committee to meeting 10% of the cost of refurbishment of the breakwater & may not have the resources to meet this commitment.

*It was resolved to accept the draft budget.  
Proposed A McSweeney/Seconded M Carere: Carried*

*It was resolved to approve the invoices for payment & authorise the Chair & Manager to make additional payments relating to February routine accounts for payment.  
Proposed M Macken/Seconded P Harris: Carried*

## 8 Health, Safety & Maintenance

N Cates will try to source a stainless steel banding machine for use on the under gangway conduits.

P Donahoe to liaise with N Cates on the design of a manual winch feeder & operator cage. Design & prices to follow.

It was noted that the diagonal braces had been removed from the haul out arms. These had been removed because they made the arms impractically heavy. The performance of the arms without the braces will be monitored for risk.

A full annual review of Health & Safety Policies & Procedures will be scheduled for April. Corner bracket maintenance is planned for the next couple of months. A full set of 4 brackets will be obtained either from Total Marine, Bellinghams or Fell (dependant on price).

*It was resolved to purchase 4 corner brackets at the most competitive price from either Total Marine, Bellingham Marine or Fell Engineering.  
Propose A McSweeney/Seconded M Carere: Carried*

Through rods for the breakwater will be priced & Gulf Harbour Marina consulted re a rod pulling tool.

An assessment of the marina gangways was abandoned in favour of a marina wide condition audit by a marina construction & engineering firm.

*It was resolved to commission Total Marine or Bellinghams (subject to prices) to complete a marina condition report.*

*Proposed A McSweeney/Seconded N Cates: Carried*

## 9 General Business

*It was resolved to recommend that the Kerikeri Cruising Club General Committee complete, seal & sign berth licenses as follows:*

*C15 T Mudford (transferred from W Parsons)*

*C15 J Gossage (transferred from K Harkins)*

*Proposed A McSweeney/Seconded N Cates: Carried*

## 10 Next meeting

Tuesday 9 April 2013 5.30pm

Meeting closed 8.47pm