

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 8 August 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 Simpson, M Lucas, D Brock, M Carere, P Pedersen

M MacDiarmid, (attending)

1 Apologies

None

2 Confirmation of Minutes

Resolution	That the minutes of the 11 July 2023 meeting of the Marina Committee be accepted. Proposed P Woods/Seconded R Dempster: Carried
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3 Berth Licence Holders Meeting

Add an information agenda item on the General Committee agenda noting the meeting for berth licence holders, the budget & fees issues. The budget, fees & agenda for the meeting to be forwarded to the Club Officers.

4 Health & Safety

3 Health & Safety meetings held since the previous committee meeting.
The Health & Safety Meeting Register has been digitised.
Job Risk Assessments being undertaken

5 Marina Maintenance & Refurbishment

A pier finger connection bolts installation underway 23% complete. M Simpson tabled one of the replaced bolts to show condition. The bolts seem in relatively good condition except for the lower portion including thread, nut & washer. This portion is corroded to the point that the nuts can't be tightened.

Updated Refurbishment Summary given at the meeting. M Simpson questioned the need to replace A Pier finger connection bolts given the table sampled however it agreed that the inability to tighten the nuts & the requirement to remedy faults noted in Condition Report means that replacement is necessary.

6 Matters Arising

6.1 Breakwater Tender Documents

R Brown has final revisions & intends to distribute tender documents to potential contractors in the week commencing 14 August 2023.

6.2 Valuation

The reclamation valuation has been submitted to the Valuer General at LINZ but it has not been accepted. LINZ is reassessing the valuation process.

6.3 Oil Recycling Tank

Add to 2024/2025 budget items: \$1,400 new tank with bunded wall it will also need a shed. Check the level as significant oil was added on the previous week.

6.4 Marina Condition Report Addendum

Resolution	That the proposal from Shorewise for \$8,990 + GST for an addendum to the Marina Condition Report be accepted. Proposed P Pedersen/Seconded R Dempster: Carried
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7 Correspondence

M Withers	Questions for berth licence holders meeting, P Woods will respond.
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8 Finances

Resolution	That the P&L to 31 July 2023 be accepted. Proposed M Lucas/Seconded M Simpson: Carried
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Resolution	That the invoices for payment as circulated (total listed on the agenda) & two additional invoices to Wynn Fraser Paints (totalling \$55.97), the wage & visitor pool reconciliations be approved for payment & the credit card transactions as circulated be accepted. Proposed P Woods/Seconded M Carere: Carried
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8.1 Budget

A further budget revision & corresponding fees schedule had been circulated to the Marina Committee. A revised simplified schedule of fees showing the proposed 2023/2024 & the previous year's fees will be circulated prior to the meeting of licence holders on 17th August.

8.1.1 Haul Out Fees

Resolution	That the haul out prices be increased from 1 September 2023 to \$350/haul out whether overnight or same tide. Proposed P Woods/Seconded M Simpson: Carried Against: D Brock
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8.1.2 Refurbishment

- Club has 10% obligation on breakwater refurbishment & to be advised this will be enacted within next 12 months.
- D Brock & M MacDiarmid had met following the last meeting & calculated a refurbishment accounts interest budget figure for the 2023 2024 year allowing for interest rates, expenditure timing. It is estimated that approximately \$30,000 of interest could be earned to the year ending 30 June 2024. No allowance has been made for this in the budget as refurbishment cost projections are being developed. Seems counter-intuitive to reduce refurbishment fees for one instalment or a year only to potentially increase them significantly soon after.
- Ask D Smith how refurbishment account interest should be dealt with in the budget &/or annual accounts

Resolution	That the budget & fees schedule for the year 1 July 2023 to 30 June 2024 be accepted. Proposed M Lucas/Seconded P Pedersen: Carried
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The General Committee needs to be made aware of the scale of the increase to the budget & fees. This will happen when the budget is considered & approved by the General Committee.

8.1.3 Insurance

- Crombie Lockwood agent has been invited to the berth licence holders meeting on 17th August.

8.2 Berth Licence Transfers

Resolution	That the berth licence transfers below be recommended to the General Committee for approval (sign & seal) subject to the paperwork being completed: C7 (12m) from Ross & Diane Plowman to Wayne & Sally Olsen E34 (18m) from Cotton Blossom Ltd to Andrew & Anita Campbell A48 (10m) from David Oswald to Doug & Vonnie France Proposed R Dempster/Seconded P Pedersen: Carried
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8.3 Refurbishment Funds

Resolution	That the #78 refurbishment account with a balance of \$388,788.49 & interest be reinvested for a 9 month term that would see the funds available for E pier refurbishment costs in May 2024. Proposed P Woods/Seconded R Dempster: Carried
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Resolution	That the #80 refurbishment account with a balance of \$50,748.51 & interest be reinvested for a 90 day term that would see the funds available for through rod & waler refurbishment projects. Proposed P Woods/Seconded R Dempster: Carried
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Resolution	That the Steelmasters (\$816.96) invoice be forwarded to KCC Marina Trust for payment. Proposed R Dempster/Seconded M Lucas: Carried
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9 Policy

No changes or additions recommended this month

10 Compliance

Nothing to report this month

11 General Business

11.1 Boston waler

Spruce up

11.2 Berth Rental Rates

Review & recommend to September meeting

11.3 Marina Fees & Berth Transfers

Increase in fees may result in increase berth transfers

11.4 Health & Safety App

A new safety & induction app is being introduced at BOI Marina & may be of interest to KCC.

11.5 Work List Review

Will be sent to all Marina Committee.

11.6A and B Pier Refurbishment Strategy – One-off replacement or progressive?
10 year recommended one-off replacement or annual major maintenance
Research fund could be used to investigate & professionally assess the options

P McLea to measure A & B pier pontoons – need all specs so that 2nd hand pontoons at Sulphur Point can be assessed for suitability.

Next meeting Tuesday 12 September 2023

Closed 8.22pm