



KERIKERI SPORTS COMPLEX



Minutes of Board Meeting held

Monday, July 26, 2021

at Kerikeri Sports Complex

Meeting Opened 6.20 pm

Chair: Dot Dromgool

Present: Dot Dromgool, Robert Groome, Graham Wilson, Ange Barker, Rachel Smith (FNDC Representative) and Marty Robinson (Community Member)

Apologies: Nil

Conflicts of Interest: Nil

Minutes: Previously emailed. Accepted as a true and correct record of the meeting held on May 31, 2021

Robert/Dot Passed

Correspondence In: Nil

Correspondence Out: Nil

Financial Report: Financial report of July 23, 2021 previously emailed.

Accounts approved for payment:-

\$ 21.85	R Neale – reimburse purchase of a toilet seat for the ladies toilets (ex Placemakers)
\$ 309.81	R Neale – reimburse purchase of 6 cartons of oil from Bidfood
\$1,145.24	BOI Gas Ltd – exchange and supply 12 full bottles, monthly rental, replace 4 o rings and supply 4 brass caps
\$1,185.00	R Neale, Coordinator’s Contract May 31 – July 22, 2021 (39.5 hours)

Marty/Graham Passed

The Coordinator asked if the Members would like to transfer \$10,000 from the 00 cheque account to an on call account where it could potentially earn a little bit of interest.

The Members resolved to leave the funds in the current account.

Dot/Ange Passed

\$5,730.29 Refund from the Playground Account to the FNDC, the balance of the unused funds to complete the feasibility study (Ange)

Ange will contact Kathryn of FNDC and ask if the remainder of the unused grant for the playground feasibility study can be paid to Vision Consulting as they donated a portion of their time to the amount and balance of \$5,730.29.

Ange

General Business:

1. Sport Northland Kerikeri Half Marathon:

The Board approve Sport Northland's request to use the function room on Friday, November 12, from 12noon to 8.30pm for issuing the race number bibs and on Saturday, November 13, from 7.00am to 10.00am for the start of the 5km Kerikeri Half Marathon.

The hireage fee is the same as 2020 - \$115 plus a \$200 bond. Sport Northland are asked to provide portaloos and liaise with Graham re the fields.

2. Men's toilet:

Graham will organise the installation of a hand dryer and soap dispenser in the men's toilet

Graham

3. Board Minutes:

The confirmed Board Minutes (exclusive of any 'in-committee' items) will be posted on the KSC website effective from April 2021. The Coordinator will advise both KKRC and KKNC of their availability.

Coordinator

4. FNDC Long Term Plan update/carparking improvements:

Graham, Rachel Smith and the Coordinator met on site with Ana Mules & Darren James (Asset Management) FNDC on Tuesday, July 20, 2021 to discuss the carparking improvements at the end of the rugby fields. Everything and everyone seemed very positive.

Darren is going to cost the works out then FNDC will know exactly what they're working with and they can go from there.

5. Cleanliness of the kitchen following a private booking:

Jo Hona, KKNC, text to say KKNC would like the Board to consider compensating them for the cleaning of the kitchen on the Saturday morning following a private booking. The Board requested a written breakdown of costs involved.

Coordinator

6. Security of the building:

Recently some hirers have been leaving the premises without checking that all doors are secure and all appliances are turned off.

The Board requested the booking form be amended to stress to hirers that if doors are left unlocked and/or appliances are left on, a penalty fee will be imposed. The penalty fee will be determined by the Board.

Coordinator

7. Tentative booking enquiry Labour Weekend 2021:
Ace had enquired about booking the facility for a whānau noho over Labour Weekend. The Board felt the function room is not a camping ground facility and hiring it out in this way would set a precedence for future enquiries.
8. Tai Tokerau Maori Netball booking enquiries:
The Board approved Tai Tokerau Maori Netball's booking enquiries for:-
Sunday, November 7, 2021, February 27, March 20 & 27, 2022 (8.30am-5.00pm). The hireage fee is \$50 plus gst. This is inline with previous years. The Coordinator will advise KKRC. Coordinator
9. KK Primary School PTA booking enquiry:
The Board approve KK Primary School's booking enquiry for their fundraising event on Saturday, September 18th from 7pm to 11pm. The hireage fee is \$180 inclusive of gst plus a refundable bond of \$200. This is inline with similar charges for similar events e.g. KK Kindergarten fundraiser. There will be an additional fee for the special liquor licence as per FNDC's levies and a \$30 KSC processing fee. The Board will not charge the bartender's fee of \$100 as a means of support for the purpose of the event. Coordinator
10. Helicopter landing pad:
Rachel had received an enquiry as to whether the helicopter landing pad was going to be relocated to another site. The Board confirmed there was no intention to relocate this facility.
11. Bay Rugby U16 & U18 girls' rugby workshop:
An invoice for \$50 will be sent to the KKRC for the Bay girls' rugby workshop which was held on July 21 & 22, 2021. Coordinator
12. I Am Hope Gumboot Up New Zealand:
The Board approve in principal the email enquiry from James Coleman as to whether I Am Hope could use the complex facilities free of charge for a 24 hour football festival in November, and in doing so ask I Am Hope to forward a detailed proposal. Coordinator

Follow-up List:

Future Bookings:

Meeting Closed 7.00pm

The next meeting is Monday, September 6, 2021, 6.00 pm

Signed as a true and correct record:

**Dot Dromgool,
Chairperson.**

Dated this _____ day of _____ 2021: