



Minutes of Board Meeting held

Monday, October 3, 2022

at Kerikeri Sports Complex

Meeting Opened 6.00pm

Chair: Graham Wilson

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

Apologies: Dot Dromgool and Tania Steen (FNDC). Tania was invited to come along and update the Board on the lease but unfortunately was sick. Tania will attend the November meeting.

In Attendance: Dave Collins, Kerikeri Squash Club

Conflicts of Interest: Nil

Minutes: Previously emailed. Accepted as a true and correct record of the meeting held on September 5, 2022

Matters Arising:

1. Graham will confirm with the KKRC the new working bee date of Sunday, October 16.
2. Ange advised the playground blessing on Thursday, September 8 went really well. There was a nice small group of people which was the intention as this was the initial step and that Kipa did a great job involving all present.

Graham/Robert

Passed

Correspondence In:

- Paul Newman (FNDC) – Squash Club developments (Received)
- Carl Mansell – Sport Northland – Northland Waste Kerikeri Conbrio 5km race is now combined with the 21km half marathon and they no longer require the complex facilities (Received)
- AA Driving School bookings for 2023 from February 13 to November 29
 - approximately four bookings per month (Referred to GB)
- IRD GST Returns for June/July (Referred to GB)

Correspondence Out: Nil

Financial Report: Financial report of September 30, 2022 previously emailed.

Accounts approved for payment:-

\$ 109.71	Northland Cleaning Supplies – rubbish bags, bleach, wipes etc
\$1,740.00	R Neale, Coordinator's Contract 1/8 to 30/9 = 58 hours @ \$30
\$ 40.00	R Neale – reimburse top up of photocopying card at Warehouse Stationery (3 x solar panel reports) (balance on card \$11.43)
\$ 40.00	R Neale – purchase 4 hooks for latching back doors from Bay Aluminium
\$ 230.00	KKRC (NRU's use of the changing rooms for FPC trainings)
\$ 59.00	Gerry Buxton – printer ink (solar panel reports)

Canteen Lease 2022 total sales \$38,390.71, 10% lease \$3,839.07 as follows:-

	<u>Total Sales</u>	<u>10% Lease</u>
May	\$14,481.32	\$1,448.13
June)	\$23,909.39	\$2,390.94
July)		
August)		

The Board received feedback that the canteen seemed to be closing earlier than previous years and running out of food a lot sooner. The Members wondered if KKNC had received similar feedback and if there were plans for 2023?

Coordinator

Ange/Robert

Passed

General Business:

1. Squash Club:

Dave advised the contract had been awarded to Bay Builders and that stage 1 which is the shell to lock up, will commence in the very near future. Stage 2 requires more funding. Kathryn of FNDC is working on the application forms for Lotteries and Foundation North. However, Foundation North are not scheduled to meet until early 2023. Squash will provide their own power meter. Dave would like to attend future meetings to keep the Board informed.

Coordinator

2. Solar Panel Report:

Gerry Buxton joined the meeting at 6.30pm and presented his feasibility report. The biggest expenses are lighting and the chillers. Power for 2021/22 was approximately \$13,000. Over the next 25 years this is going to grow to \$45,000 based on the current annual increases. Forty-two percent of the power consumed is between 8am to 5pm. Based on the two quotes received, if the Board buy a bigger solar system they could put some energy back into the grid. Another option would be to install LED lights but this is a big expense.

Quotes were received from Lightforce and Superpower. Both companies come highly recommended by Gerry and are members of the SEANZ (Sustainable Energy Association New Zealand).

The Board thanked Gerry very much for all his work and will keep him informed on further decisions. Gerry left the meeting at 7.20pm.

Motion moved that the KSC extend the previous capping to install solar panels as approved at the meeting of September 5, 2022 from \$25,000 to \$37,000 and that an application for funding support be submitted.

Robert/Ange

Passed

The Board recommended they pursue the quote received from Lightforce subject to funding and also seek clarification on the expiry date of the quote.

The Coordinator will prepare a letter of application for funding and forward this to Ange and Rachel prior to submitting.

The Coordinator will notify Superpower of the Board's decision advising that the Board prefer to support local companies where possible.

Coordinator

The Board would like to buy Gerry a gift as acknowledgment and appreciation of everything he has done.

Ange

3. Ownership of the solar panels:

Following discussions between Rachel and Tania (FNDC), Tania wondered who was going to be responsible for the panels as Council own the building and the panels would become a fixture. Do the Board need permission from Council to attach the panels to the roof?

Graham and the Coordinator are scheduled to meet Tania on Thursday, October 6 and will seek further clarification.

Graham/Coordinator

4. Playground update:

The Playground Working Group Members (Ngati Rehia [Kipa], FNDC [Jeanette and Rachel], Healthy Families [Tawhi Tua and team] and Vision Consulting [Ben Perry, Daniel Arama and Laura Molloy] would like approval to conduct a Request for Proposal so they may begin the tender process.

Motion moved that approval be given for the Playground Working Group to conduct a Request for Proposal tender process.

Robert/Graham

Passed

Ange

5. Toilet repairs – KKNC ablution block:

Approval was given for Laser Plumbing to investigate the blocked toilet. It seems the toilet blocks regularly and in the past the Netball Centre have closed this toilet to avoid any problems.

Coordinator

6. Cleaning:

The Board approved Raewyn's offer to clean during the off season on a `needs' basis. It is envisaged a clean will take between 3 to 3.5 hours.

7. Review of the hireage fees:

This was deferred to the November meeting.

8. IRD GST Return for June/July:

The Coordinator advised a GST return had been filed on time but instead of filing one return for both accounts ie 00 & 01, the Coordinator had filed two returns as one was a 'to pay' and the other was a 'refund'. This caused complications with IRD and as such they were unable to accept and recognise the returns filed.

This has now been resolved and everything is appearing as it should be.

9. AA Driver School bookings 2023:

The Board approved AA Driver School's request to book the complex from February 13 to November 29, 2023 as per the schedule submitted. The Coordinator will advise KKRC and KKNC.

Coordinator

Follow-up List:

Future Bookings:

- FENZ leadership meeting, October 15
- Kerikeri Quilters Club, October 21-23
- Life Education Book Fair, November 3-5
- Northern Motorhome/Caravan Association, November 11-13
- Fonterra farewell function, November 30

Meeting Closed 7.51 pm

The next meeting is Monday, November 7, 2022 at 6.00 pm

Signed as a true and correct record:

Graham Wilson,
Chairperson.

Dated this _____ day of _____ 2022: