



Minutes of Board Meeting held
Monday, December 5, 2022
at Kerikeri Sports Complex

Meeting Opened	6.00pm
Chair:	Robert Groome
Present:	Robert Groome, Graham Wilson and Ange Barker
In Attendance:	Rick Shrubshall (Squash Club)
Apologies:	Dot Dromgool and Marty Robinson
Conflicts of Interest:	Nil
Minutes:	Previously emailed. Accepted as a true and correct record of the meeting held on November 7, 2022
Matters Arising:	Nil

Robert/Graham

Passed

Correspondence In:

- FENZ – letter of appreciation for the use of the Complex (Received)
- NZMCA – email of appreciation for the use the Complex and thank you to the wonderful bar staff (Received)
- Life Education – request to hire 2023 (Referred to GB)
- Hospice Mid-Northland – thank you letter for the donation of \$350 (Received)
- Tania Steen (FNDC) – update on solar panel installation (Referred to GB)
- Paul Newman (FNDC) – confirmation of insurance during Squash Club construction (Received)
- David Collins (Squash Club) – confirmation that a delegate will attend meetings
- Rachel Smith – acknowledgement of invitation (Received)
- Lightforce – update on installation of panels (Referred to GB)
- Gerry Buxton – letter of thanks (Received)

Correspondence Out:

- FNDC – request for approval in install solar panels
- Lightforce – confirmation of funding and awaiting FNDC approval
- Charitable Trust – letter of appreciation for funding sponsorship

- Paul Newman (FNDC) – confirmation of insurance during Squash Club construction
- David Collins (Squash Club) – invitation to attend monthly meetings
- Rachel Smith – email of appreciation and invitation to attend meetings as a community representative

Financial Report: Financial report of December 3, 2022 previously emailed.

Accounts approved for payment:-

\$ 21.99	R Neale – reimburse purchase of combination lock for LHS gas bottles
\$1,635.00	R Neale – Coordinator's hours from 1/10-30/11 = 54.5 hours
\$ 352.00	A Barker – reimburse gift for Gerry Buxton (Solar panel advisor)
\$ 150.00	A Barker – reimburse gift for Rachel Smith (FNDC representative)
\$ 150.00	A Barker – reimburse gift for the Coordinator
\$ 44.68	Warehouse Stationery – print and bind Gerry's report to send to FNDC
\$ 207.00	R Neale – reimburse Special Liquor Licence application fee paid on behalf of BOI Young Farmers Club

Ange/Graham

Passed

General Business:

1. Playground update:
Ange advised the tender has been awarded to Boffa & Miskell and the first open meeting with the successful tenderer will take place on Tuesday, December 6. Ben from Vision Consulting would like to remain on the Playground Board and while this could cause a conflict of interest as the unsuccessful tenderer, Boffa & Miskell were open to this.

The Coordinator will follow up the removal of the concrete cricket pads which were intended for the new sports fields at Waipapa.

Coordinator

2. Hole in carpet:
Graham will contact Sean of Carpets on Cobham to see if he can repair the hole. The hole is the size of a 20c coin and possibly caused by the rollers on the bar leaners.

Graham

3. Solar panel installation update:
Tania from FNDC advised the legal team were preparing an installation agreement which she hoped would be available before Christmas.

Lightforce advise they have a 10 week waiting time and suggested the Board pay a deposit to give the installation priority once approval from FNDC is received. If approval is not granted and the installation does not proceed, Lightforce will refund the deposit paid.

The Board resolved as follows:-

Resolved:

That the Board proceed with the payment of the deposit and if acceptable, the deposit be made from the Trust's sponsorship.

Robert/Graham

Passed

The Coordinator will confirm the deposit amount required by Lightforce and contact the Trust regarding payment.

Coordinator

4. Billboard Lease monthly levy:

Display Media has paid \$575 (gst incl) per month for advertising at the roundabout since the Complex was established. With the increase in the hireage fees effective April 1, 2023 Members wondered if it was timely to increase the monthly billboard lease fee. Graham will make enquiries with other businesses to gain a comparison.

Graham

5. EV charger:

Ange referred to an email regarding funding to install EV chargers. Discussion followed. Members felt as there was no demand for a charger at this stage, the idea would be put on hold until a future date.

6. Life Education Trust:

The Board approved Life Education's request to hire the complex facilities for the first weekend of November 2023.

Coordinator

7. Squash Club update:

Rick advised the builders hope to have the concrete floor slab down by Christmas. There will be four normal courts with moveable concertina walls between. The technicians are coming from Germany to install the specialised floor and other works.

Squash are awaiting funding to complete an ablution block. In the meantime they hope to use the KKNC toilets for the ladies, and the men's toilet. Graham will confirm with Bevan, Bay Builders, as to what is required to upgrade the existing men's and ladies toilets.

Graham

8. First Security:

The Coordinator is meeting with Jeff, First Security on Wednesday to discuss the security check undertaken by the staff as recently doors and windows have been left open all night. Graham will get Andre to put the security camera app on his phone.

Graham/Coordinator

Follow-up List:

Future Bookings:

- December 12 & 13 - Bald Angels

Meeting Closed 6.55 pm

The next meeting is Monday, February 13, 2023, 6.00 pm

Signed as a true and correct record:

Robert Groome,
Chairperson.

Dated this _____ day of _____ 2023: