



Minutes of Board Meeting held

Monday, June 12, 2023

at Kerikeri Sports Complex

Meeting Opened	6.00pm
Chair:	Robert Groome
Present:	Robert Groome, Graham Wilson, Ange Barker and Rachel Smith (Community Member)
Apologies:	Dot Dromgool, Marty Robinson (Community Member) and Ric Shrubshall
Conflicts of Interest:	Nil
Minutes:	Previously emailed. Accepted as a true and correct record of the meeting held on May 1, 2023

Matters Arising:

1. One.NZ telecommunications tower – no further updates to hand

Graham/Ange

Passed

Correspondence In:

- Taniora Herewini (FNDC) – BOI-Whangaroa Community Board representative (Received)
- Charitable Chicks – letter of appreciation for the Board's support and the wonderful help from KKRC and KKNC. Total of \$5,000 raised for Re-sport (Received)
- KKNC – letter re canteen
- Nicola Lowe – letter re gang patches at the courts/fields
- Initial – increase in monthly charges from \$148.55 to \$160.10 (\$11.55) effective 1/6/23 (Received)
- Michelle (FNDC) – complaint received about archery and golf played on the fields
- Belinda Peddie (Top Energy) – can Top Energy please raise their sign at the roundabout as it keeps being tagged
- Young Enterprise Scheme (Northland) – Awards Dinner, Friday, October 27, 2pm to 10pm
- FNDC – received signed copy of the Solar Panel Agreement (Received)
- FNDC – letter regarding the compliance issues for the Club Renewal Licence (In progress)
- Aligned Movement – have chosen not to renew their Sponsorship Signage Agreement

- Top Energy, Ray White Real Estate, Aqua Filter Far North, Bodyworks Physiotherapy & Wellness & Fell Engineering have renewed their Agreements, and ShedEx have returned their signed Agreements

Correspondence Out:

- Michelle (FNDC) – One.NZ telecommunication tower. Risk to KSC, how will the installation be managed and if the annual lease fee could be passed onto KSC for the betterment of sport and/or similar
- IRD GST Return for April/May – 00 account to pay \$703.16; 01 refund \$1,453.51
- Sponsorship Signage Agreement invitation to renew letters to Top Energy, Ray White Real Estate, Fell Engineering, Bodyworks Physiotherapy & Wellness, Aligned Movement and Aqua Filter Far North
- Affiliation invoices to KKRC & KKNC

Financial Report: Financial report of June 10, 2023 previously emailed.

Accounts approved for payment:-

\$ 31.20 BOI Gas Ltd – rental for June
 \$ 129.96 One.NZ Broadband wifi 6/6-5/7
 \$2,520.00 R Neale – Coordinator's hours for April/May 84 hours @ \$30
 \$ 47.50 R Neale – toilet seat ex Mico Plumbing

Robert/Graham

Passed

General Business:

1. PLUNGE Enterprises NZ Ltd:
 The Board approved the booking enquiry from PLUNGE to hold a workshop to inspire a career path in Arts and Literature through medium of Pop Culture on September 30, 2023 from 9am to 5pm. The hireage fee is \$32.50 per hour. Aruneshaw Singh, Coordinator, will contact Graham with regards to erecting the marques near the rugby fields.

Coordinator
2. Top Energy sponsorship signage:
 Top Energy would like to raise the `Water Safe' billboard sponsorship sign at the roundabout as it keeps being tagged. Graham will inspect the sign to see how high it can be lifted without interfering with other signage in the same location.

Graham/Coordinator

The height increase is subject to Council approval.
3. Gang insignia:
 The Board discussed the letter received regarding gang patched members attending and supporting whānau at the sports complex. The letter had previously been sent to KKNC and KKRC for feedback.

 KKNC advise they `have their own disciplinary actions for things that happen on and off court for players and spectators'. KKRC don't have any policies in place as yet.

 Based on advice received from NZ Police, it was recommended that the Constitution be updated to `ban all gang patch insignia from the sports grounds and buildings'. The Coordinator will follow this up.

Coordinator

4. Young Enterprise Scheme (Northland) booking enquiry:
The Board approve the booking enquiry from YES to hold an Awards' Dinner on Friday, October 27th from 2pm to 10pm. This includes the bar facilities. The hireage is \$32.50 per hour for the function room and additional for the kitchen facilities, \$100 bar staff plus cleaning costs.

Coordinator

5. Proposed FNDC/KSC/Squash Club Lease:
Michelle (FNDC) has arranged to meet with the Board Members, Dave Collins and the Coordinator 5.30pm, Monday, July 3rd to discuss the proposed lease agreement.

6. Complaints about archery, golf and other:
FNDC technical officers have received complaints about archery and golf being played on the fields, along with people not cleaning up after their dog.

The Board accept FNDC's offer to install more 'Please clean up after your dog' signs and ask FNDC to refer any further complaints regarding golf and archery to the Board.

Coordinator

7. Squash Club's affiliation fee:
KKNC & KKRC pay \$3,500 (gst incl) for the winter code season. This is for a six month period from March 1 to September 1 (\$583.33 per month). Any out of season competitions such as Twilight Netball or Touch Rugby pay an additional fee.

This gives access to and use of the complex building for sporting related activities within the affiliated membership. Any Clubs using the facilities but not affiliated to the KSC, pay a hireage fee e.g. Sport Northland, KKHS, Northland Netball, Northland Rugby etc.

The affiliation fee includes contents insurance, power, refuse collection, servicing of sanitary facilities, cleaning products, wifi, general internal maintenance, fire and safety regulations and regulations governing the issue of a Location Compliance Certificate.

The codes contribute towards gas expenses. KKRC independently pay for their flood lights and KKNC are invoiced by KSC for their flood lights.

The KKRC pay 15% of the gross annual bar takings and KKNC pay 10% of the gross canteen takings as per the lease agreement to the Board.

At the November 7, 2022 Board meeting, the Squash Club were invited to provide an overview of their operations and the expectations of the Complex Board and the facilities within e.g. bar and power.

Coordinator

The Board Members recommended an extra meeting take place on Monday, July 3rd at 6.00pm together with representatives from Squash so that an appropriate affiliation fee can be confirmed at the AGM on Monday July 17th.

The Constitution will be updated to confirm the Squash Club as Founding Members at the AGM.

8. KKNC – letter re canteen
The letter from KKNC regarding the use of equipment from the canteen and items missing was received. Coordinator
9. Solar panel insurance:
A quote to insure the panels as an extension of the current policy with State Insurance of approximately \$30,000 was received and accepted by the Members. This increases the `Material Damage' to \$192,174 and Liability will remain as \$1,000,000. The annual premium for 2023 will increase from \$1,853.83 per annum to \$2,122.65. Coordinator

Follow-up List:

Future Bookings: As per June/July calendar handout

Meeting Closed 7.00pm

The next meeting is Monday, July 3, 2023 at 6.00pm

Signed as a true and correct record:

Robert Groome,
Chairperson.

Dated this _____ day of _____ 2023: