

WAIPU COVE RESERVE(S) BOARD

Monday 27th November 2017, 7pm.

Camp Waipu Cove all-weather room.

ALL WELCOME

AGENDA (E & OE)

PRESENT: B. Hopkins (minutes secretary), A. Trist, L. Trist, J. Henderson, P. Baker, K. Baker, R. King, E. Cook, R. Pullan, R. Stolwerk, A. LaBonte

APOLOGIES:

MINUTES OF THE LAST MEETING:

Carried P.Baker/E.Cook

MATTERS ARISING:

CORRESPONDENCE:

Inwards: N/A

Outwards: N/A

REPORTS:

- **Management report**
- **Financial report**

Carried J.Henderson/R.Pullan

- **WCSLSC Report (verbal)**

At the moment there is algae at Uretiti and Oceans beach but not at Waipu Cove. Junior surf has now started with 80 registered and approx. 50 turning up. The first three weeks of this season weren't patrolled after Labour day weekend. The club has a new patrol captain. The next event is Club Day which will be held on 3rd January 2018. The Northland IRBs will be held in Feb. The lifeguards don't usually do patrols in November as it can be very difficult to get people to patrol with uni exams etc. On Sat there was no one. There is currently a small incentive where membership fees are reimbursed for those patrolling for 20+ hours. Our managers have suggested donating a fund for use for additional incentives. The Surf club appreciate the support of camp – financial and otherwise. Rick pointed out that being within the camp is a huge advantage to the club. This is the last season of the 3-year funding from NRC (given to 5 or 6 Northland clubs). This funding was a guaranteed \$120,000 for 3 years. This year it will be enough to fund the 7, Monday-Friday patrol weeks (weekends are staffed by volunteers). The year before last, the Camp donated funds to help fund 2 of the 7 weeks as there was a shortage. NRC are working on making this is funding regular. There are 15 shoulder weeks that need weekend patrols with approx. 3 guards per day. Our managers suggest a donation of \$150 per day during the shoulder season (total \$4500). The financial administrator of the surf club would track whether the scheme was beneficial. This would be a one-off donation. Evan suggested working with The Cove Café to see if they could organise lunch. Anton will approach the owners about this. Rowan feels that for the age group (20-somethings) a monetary incentive may be beneficial. Roger feels the surf club has always been a huge service for the camp and the community and this would be a small way of saying thank you. All agree.

MOTION: Approve up to \$4500 (based on \$150 per day) as a donation to the surf club

Carried P.Baker/R.King

Peter and Anton have brainstormed fundraising opportunities for the surf club. A quiz night has been suggested. Jenny Carr could run the evening as she does at the RAZZA. Peter suggests a summer quiz while the camp ground is full. These events usually raise \$1,500-2,500 per event.

GENERAL BUSINESS

- **Dogs on the beach**

Roger feels this is becoming more of an issue with the increased population over the summer. From 20th Dec – end Jan there are no dogs allowed on beach 9am-5pm. Roger suggests more involvement from dog patrol. Council bylaws need to be clarified so that they beach-goers can be educated appropriately. The beach ambassadors already advise people of potential fines. Anton will approach dog patrol people at Council and ask for their advice/involvement/support.

- **Board appointments**

The 3-year term for current Board members has run out. The current members will continue in office until the Commissioner appoints new board members. DOC wants expressions of interest to be considered by the Board. Current board members will advise John if they wish to continue. The process for new applicants will be advertised on the website.

- **Concept plans for new cabins (further discussion)**

Full concept plans have been quoted at \$1500. This has been approved by the Board subject to the cost being absorbed if the contract is given. Estimated completion time for plans is mid-Jan.

- **Algae**

There is currently some confusion regarding the consent applications. JH received correspondence from WDC CEO Rob Forlong saying that both consent applications are being processed. Andre was originally informed that a variation to the current consent (to allow sand to be moved into the deep areas of the stream) would require WDC to notify all 28 Iwi and hapū groups. The Council had advised Andre they expected approval for a concrete weir in the stream by the end of last week. John explained that we are not against weir however it should not be said that the Board is supporting it (which is how it was presented in the Council's consent application). The Board prefer to first trial Andre & Robin's sand re-location idea and are willing to fund and organise the operation. Part of our request was to use imported sand but the Council were not happy about this.

Rick believes WCRB should talk to NRC CEO Malcolm Nicholson in person to clarify the situation and he has offered to mediate. Roger supports this idea. Andre has suggested bringing up the issue of importing sand at this meeting as it was left out of the application. Roger pointed out there is currently plenty of sand on the beach (separate to sand dunes) that could be used without detriment to the beach.

The Council's application for the weir appears to have been non-notified. Andre and the board feel this is hugely inappropriate for such a structure in such a popular public area.

There has not been a secretary since Angus McCulloch left the board so there is a possibility that the Council may have him as our contact person. If this is the case, they will need to update their records to ensure all information is received by the correct parties.

Upcoming events on the Reserve and local area

- **Waipu Saturday Market:** First Saturday of the Month in Presbyterian Church Hall 9-1pm
- **Waipu Boutique Sunday Market & Café:** 2nd Sunday of the Month, Waipu Coronation Hall 9-1pm
- **Waipu Street Market** - Saturdays of long weekends 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Upcoming Surf Life Saving Events Waipu Cove SLSC

Future Meetings – Monday 29th January

Meeting Closed at 8.23pm

Manager's Report November 2017

We are nearing the end of November as we write this report, with the summer holiday period fast approaching. As is usual for this time of year, we are seeing an increase in guest numbers as the weather warms up. We are busy getting ready for the influx of campers, ordering supplies and organising our casual summer staff.

The staff accommodation at the north end of the camp has been vacant for the last month, so we have taken the opportunity to spruce it up and put in new curtains and carpet, repaint the interior, and tidy up the outdoor area. In early December our housekeeping supervisor Tania Nathan will be moving in. This will offer us extra onsite staff cover.

We have employed Shane Turnwald on fixed term contract (11th December – 11th Feb) to provide maintenance back up over the summer period. Shane has a mechanical engineering background and all round handyman skills. We are also in the process of employing around 6 casual staff to work over the summer period either cleaning or in the ambassador role. The time-consuming task of putting together the summer roster is underway and will be finalised by the end of the month.

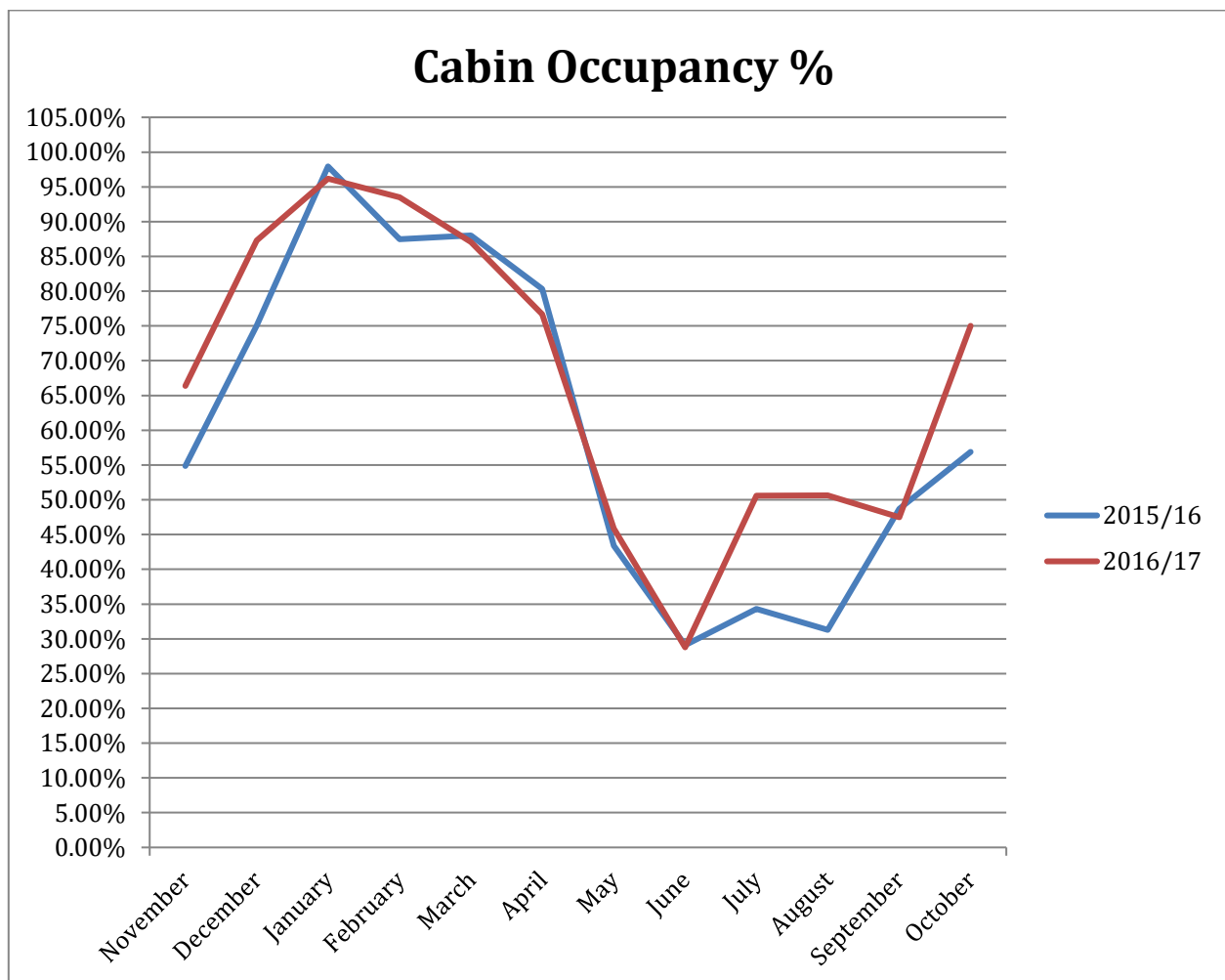
Earlier this month Anton and Lucy took annual leave. They are now refreshed and ready to get stuck into the busy summer ahead!!

This month camp staff had a team building fishing trip which was enjoyed by all. The weather was perfect, and more than a few fish were caught. There was a competition going to catch the biggest fish, this was won by Robert.

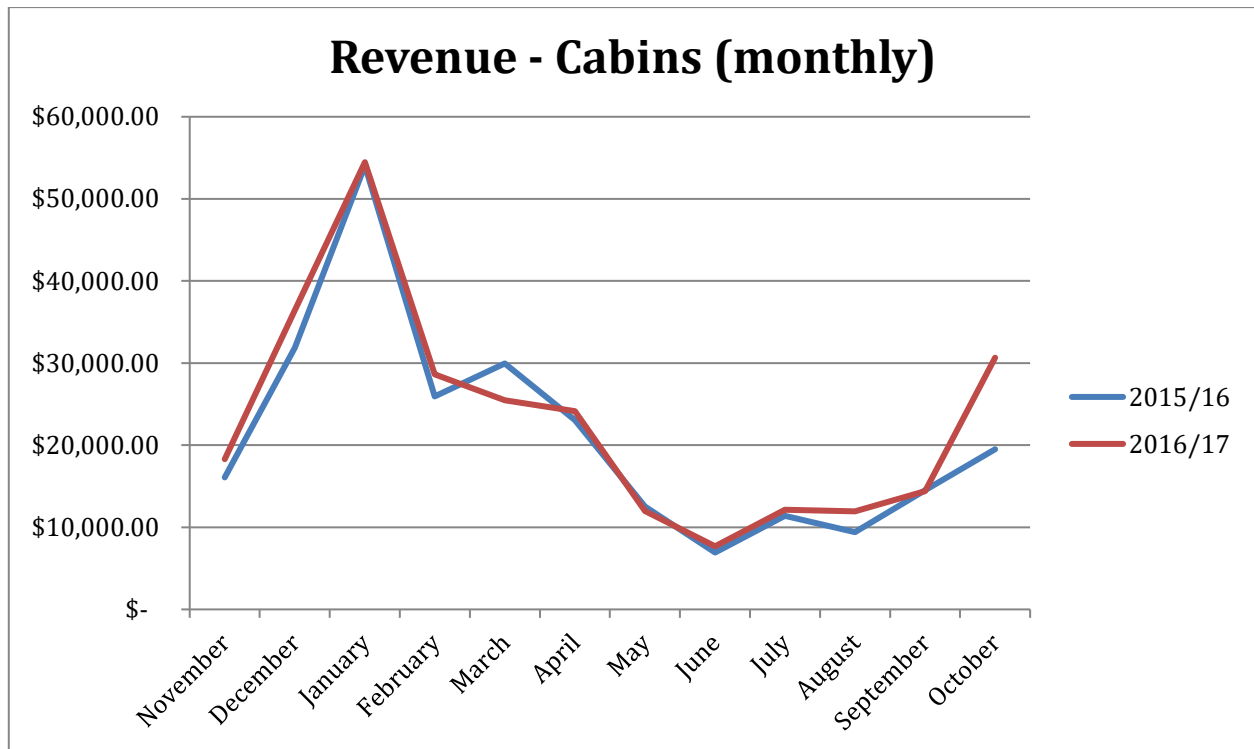
We have a second golf buggy arriving next week, which is going to make life a lot easier for our cleaning staff. Now that we have more cabins in a completely different area of the camp, this was essential for them to be able to do their job efficiently.

The school group bookings have started arriving, with the first school group arriving next week. We currently have 7 school camps booked this summer, and we are likely to pick up more of these bookings as the summer progresses.

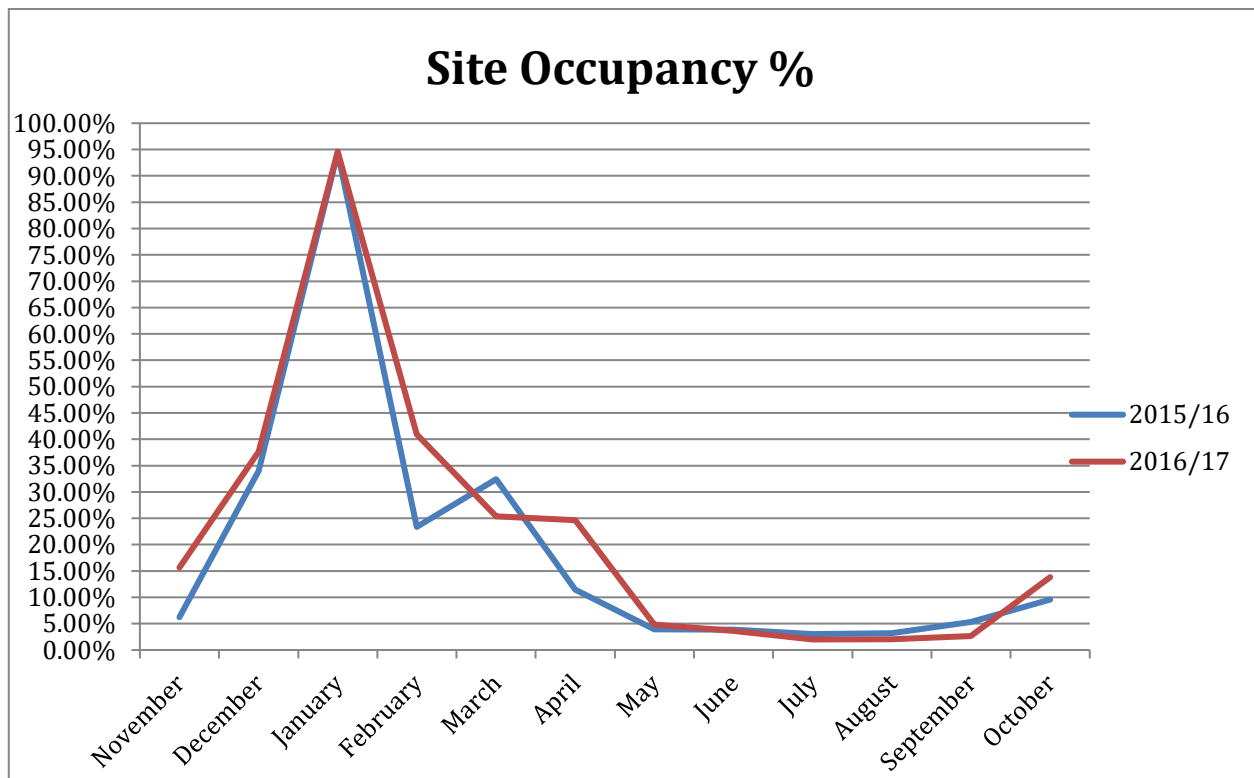
Cabin Occupancy – October 2017



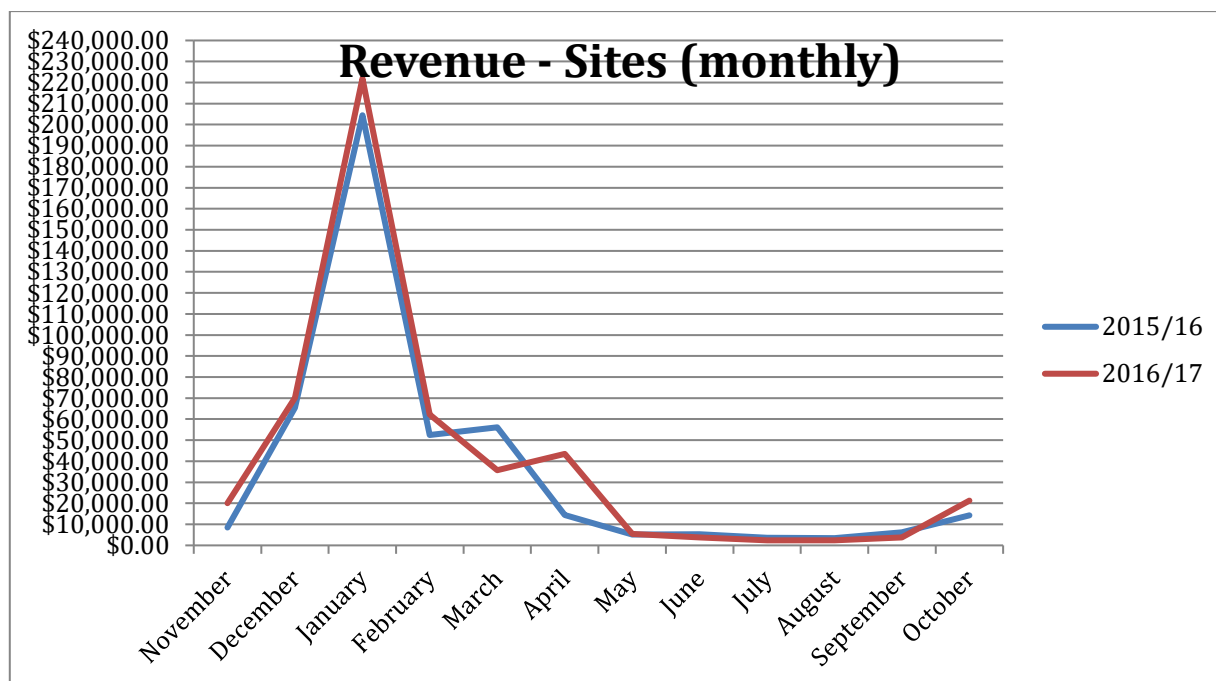
Cabin Revenue – October 2017



Site Occupancy – October 2017



Site Revenue – October 2017



Cabin revenue and occupancy levels increased, as compared with October 2016. Site revenue and occupancy also increased. This increase can be partly attributed to the change in timing of the school holidays – this occurred in September last year, but fell in October this year. The new two bedroomed cabins also accounted for this increase in occupancy/revenue.

October Financials

	October 2017	October 2016	Comments
Revenue	\$ 105,597	\$ 79,690	Up \$26k
Payroll	\$ 38,825	\$ 33,284	Up \$5k
Expenses	\$ 80,169	\$ 69,725	Up \$10k
Surplus/deficit	\$ 25,833	\$ 10,555	Up \$15k

Financial report October 2017

Current debtors: \$71,763 this is made up of ASH and 3rd party website providers.
 Value of future bookings held in our system with expected revenue of \$527,359
 Operating surplus up \$15k compared to October last year
 Revenue per ASH: \$483
 Revenue per camp site: \$213
 Revenue per cabin: \$2895

Actual funds available in all bank accounts 25/11/2017 = \$265,459 this includes \$100,000 placed on term deposit at 3.40% matures 19th February 2018

Revenue:

Revenue well up on October 2016 by \$26k, self-contained revenue up \$15k and Kitchen cabins up \$4k. Year to date we are up \$56k in revenue and up \$52k in Operating surplus.

Expenses

Expenses up \$10k on LY mainly due to “cleaning consumables” up \$8k due to summer stock purchases. YTD expenses are only up \$4k with revenue up \$56k and operating surplus up \$52k.