

WAIPU COVE RESERVE(S) BOARD

Tuesday 4th May 2021, 7pm
Camp Waipu Cove all-weather room.
ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

PRESENT:

APOLOGIES:

MINUTES OF THE LAST MEETING:

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

11/02/2021 - Dana Owens – Women’s Easter Fishing Competition
12/02/2021 – Pauline Murray – Enquiry about meeting
15/02/2021 – Angus McCulloch – Occupancy figures
04/03/2021 – Angus McCulloch – Reserve signage
12/03/2021 – Jill Pascual – ASH nights
15/03/2021 – NRC - New Fee Structure for Coastal Structures
24/03/2021 – Angus McCulloch – Reserve Signage
08/04/2021 – Michael Cunningham – Thank you (Cove Fish Fry)
09/04/2021 – Annie Hall-Judge – Memorial Plaque
21/04/2021 – Gavin Sims, Waipu Lions Club – Request to speak at meeting
27/04/2021 – I & C Penno – 100 night request

Outwards:

11/02/2021 – Angus McCulloch - Occupancy over peak season
12/02/2021 – Pauline Murray – Information about meeting
15/02/2021 – Dana Owens – Women’s Easter Fishing Competition
22/02/2021 – Angus McCulloch – Occupancy figures
16/03/2021 – Jill Pascual – ASH nights
24/03/2021 – Angus McCulloch – Reserve signage
23/04/2021 – Gavin Sims, Waipu Lions Club – Re. Request to speak at meeting
23/04/2021 – Annie Hall-Judge – Memorial Plaque

REPORTS:

- **Management report**
- **Financial report**
- **WCSLSC Report (verbal)**

GENERAL BUSINESS

- **McKenzie Coastal Track - Gavin Sims to speak (7pm, 10 mins)**
- **Algae**
- **Refurbishment of cabin 6 & 7 bathrooms and kitchens**
- **Rubbish Truck**
- **Camp Waipu Cove Ute**
- **North block boiler upgrade**
- **Strategic Planning**
- **Ramp beach access**
- **Reserve re-grassing**
- **Conflict of interest policy**
- **Rates Review (including ASH over 100 nights rate and length of stay)**
- **Meeting review**

CLOSING KARAKIA

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

Meeting ended:

Next meeting:

January 2021 financials.

For the 2020/2021 financial year we have moved to an accrual-based accounting system from “cash” based, for the purposes of reporting we will continue to report on a “cash” based system until the end of the 2021 financial year so comparisons are accurate.

	January 2021	January 2020	Comments
Revenue	\$ 311,308	\$ 282,655	Up \$28,653
Payroll	\$ 51,570	\$ 47,748	Up \$3,822
Expenses	\$ 124,773	\$ 113,892	Up \$10,881
Surplus/deficit	\$ 186,984	\$ 169,479	Up \$17,505

Financial report January 2021

Revenue per ASH (66): \$404

Revenue per camp site (160): \$1,268

Revenue per cabin (13): \$5,051

Actual funds available in all bank accounts 25/02/21 = \$1,459,879,00 which includes \$602,237.00 on term deposit @ varying interest rates and terms.

Revenue:

Excellent month with revenue up \$28,653 or 10% and YTD up \$173,878 or 16.80% compared to the same period last year. Casual site fee's up \$23,846 and YTD casual site fee's are up a massive \$185,632. Cabin revenue up \$11,165 for the month and YTD up \$50,014. ASH revenue is our only main revenue stream which is down by \$6,317 and YTD \$60,570. Cabin occupancy for the month was 99% at an average rate of \$211.68, site occupancy was at 98.92% at average rate of \$67.75 per night. A record year !!

Expenses

Expenses up \$10,881 which is a result of the increase in revenue. Cleaning consumables up \$9,202 which is a timing difference of when goods were ordered. YTD expense are up \$75,548 or 13.98%, expenses have gone up mainly due to a big increase in revenue for the year.

Managers' Report March 2021

As I write this report, term one school holidays are almost over. We have had an extremely busy few months, with things likely to stay busier than normal whilst COVID-19 limits people's travel options. We have seen a significant increase in both occupancy and revenue when compared with last year. This is quite remarkable considering this is

despite the fact Auckland went into two lockdowns over this period. Even with many cancellations (including several school camps) due to these lockdowns, we remain in good shape financially.

Unfortunately, the red algae has made an appearance again this summer, waiting until February to show up. It has been washing up on the beach on and off since then. This has marred what has otherwise been a fantastic summer.

Arise Builders commenced work on construction of the three new self-contained cabins in mid-February. These are coming along nicely, and we expect these will be completed around August. Arise will then start on the kitchen and bathroom refurbishments for cabins 6 and 7. These cabins are now over 15 years old so need a bit of a spruce up.

The laundry upgrade has just taken place, with the swipe card system installed in reception. This will allow guests to purchase a swipe card and top it up via a self-service terminal. The washers and dryers have all been converted to card-operated, with guests scanning their pre-loaded card against the machine they wish to use. This eliminates the need to have lots of \$2 coins to hand.

The past couple of months we have been busy recruiting staff for both reception and cleaning. Swas Winton went on maternity leave at the end of March, with her baby boy Louie born on the 17th of April. We have employed Jemma Familton to cover her position on reception while she is away. We have been short-staffed in the cleaning department since January due to injuries, a bereavement and general increase in occupancy, but are currently in the process of recruiting additional cleaners. The Managers and Rob have been filling in where needed, with help from some of our receptionists. It is ironic that we have been short-staffed at a time when we are busier than ever. This has meant we have been quite stretched but we have all pulled together as a team to get the job done.

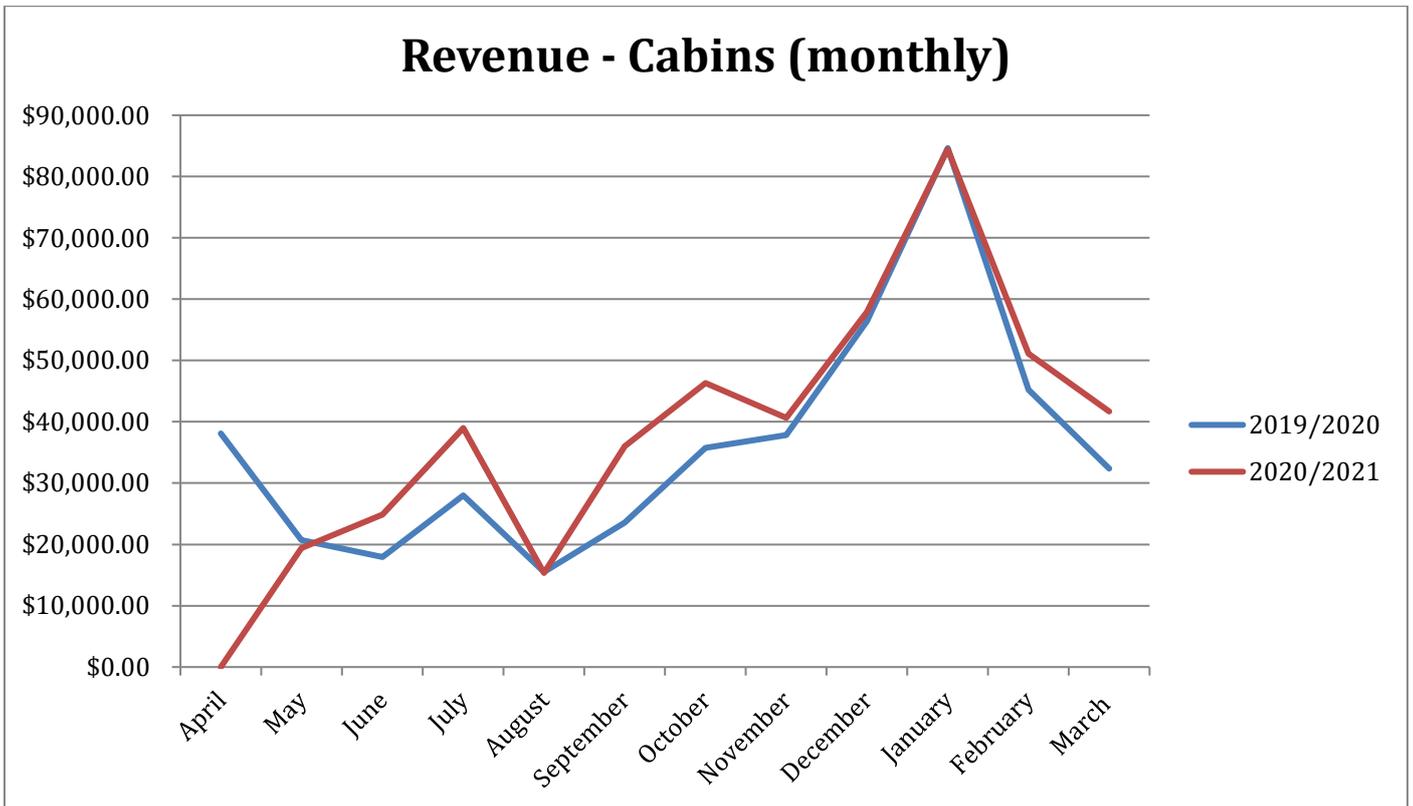
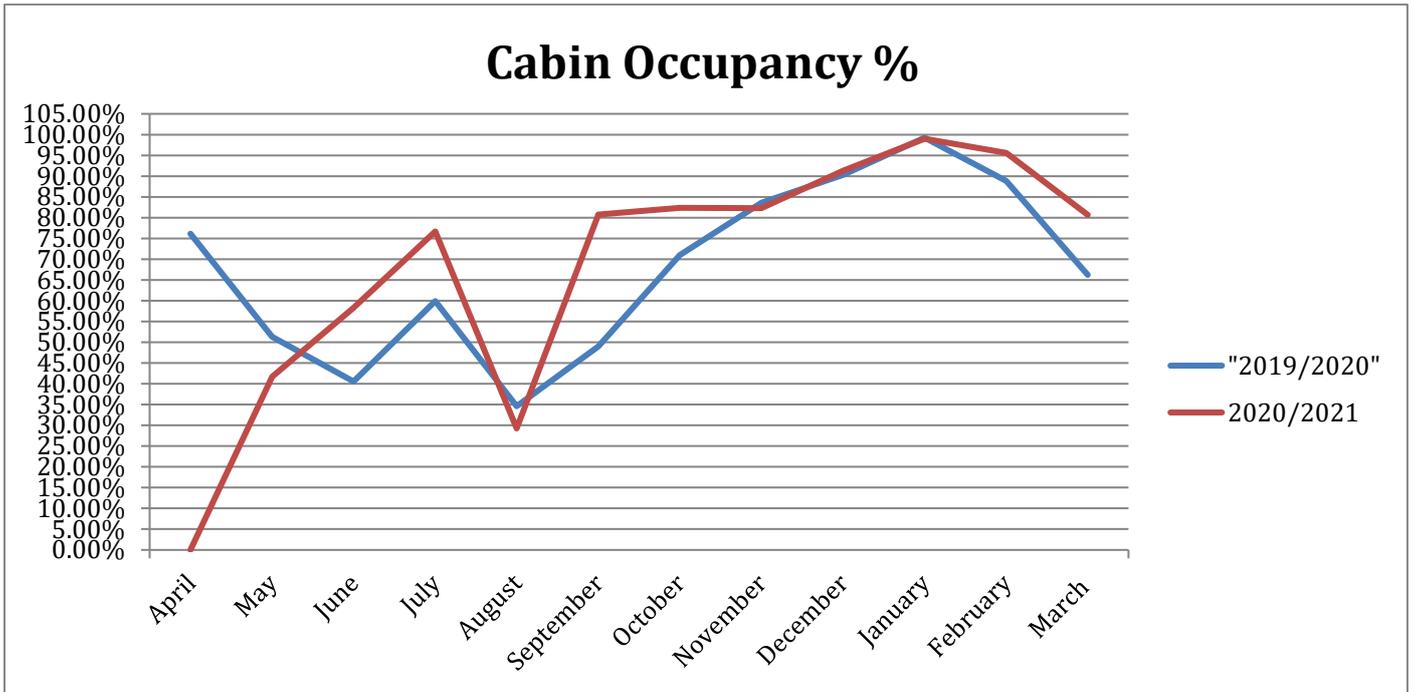
The Easter school holidays have seen the camp heavily booked. Cabins have been at 100% occupancy and a surprising number of guests are still keen to camp (much more than previous years anyway) even given the unpredictable weather we have had.

The tsunami evacuation on the 5th of March was a bit of excitement we did not need, but fortunately it didn't amount to anything major. We evacuated the entire camp in around five minutes, which we were happy with. All campers were directed to evacuate to higher ground – either St Annes Road or Cullen Road. Guests were communicated with via our PA system and text message alerts sent from our reservations system. If anything, it served as a good real-life exercise in testing the quality of our evacuation plan.

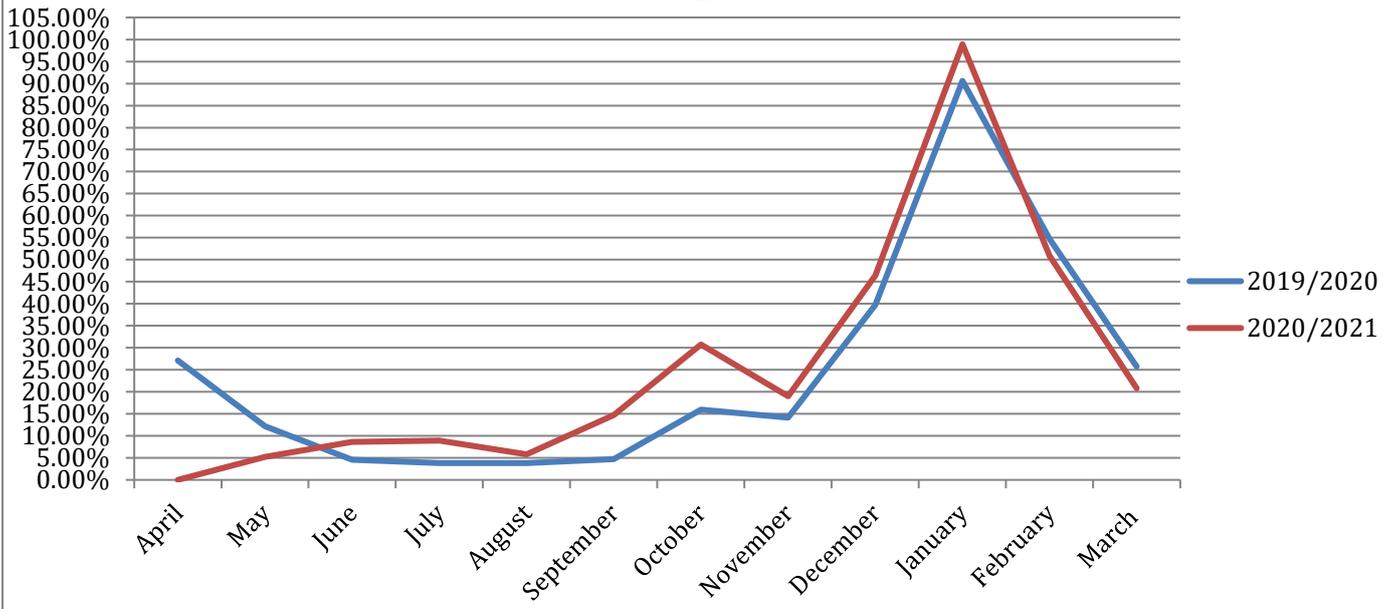
Our general bookings opened on the 7th of March, with only three sites remaining over the Christmas/New Year's period once rebooking's were all in place. We already had people queued outside the office from 5am, even though Auckland's COVID lockdown restrictions were only lifted at 6am that morning. We now have just a few spaces available for camping from late January only.

Finally, ASH 118 and 202 have advised us they will be moving off site before the end of the contract year.

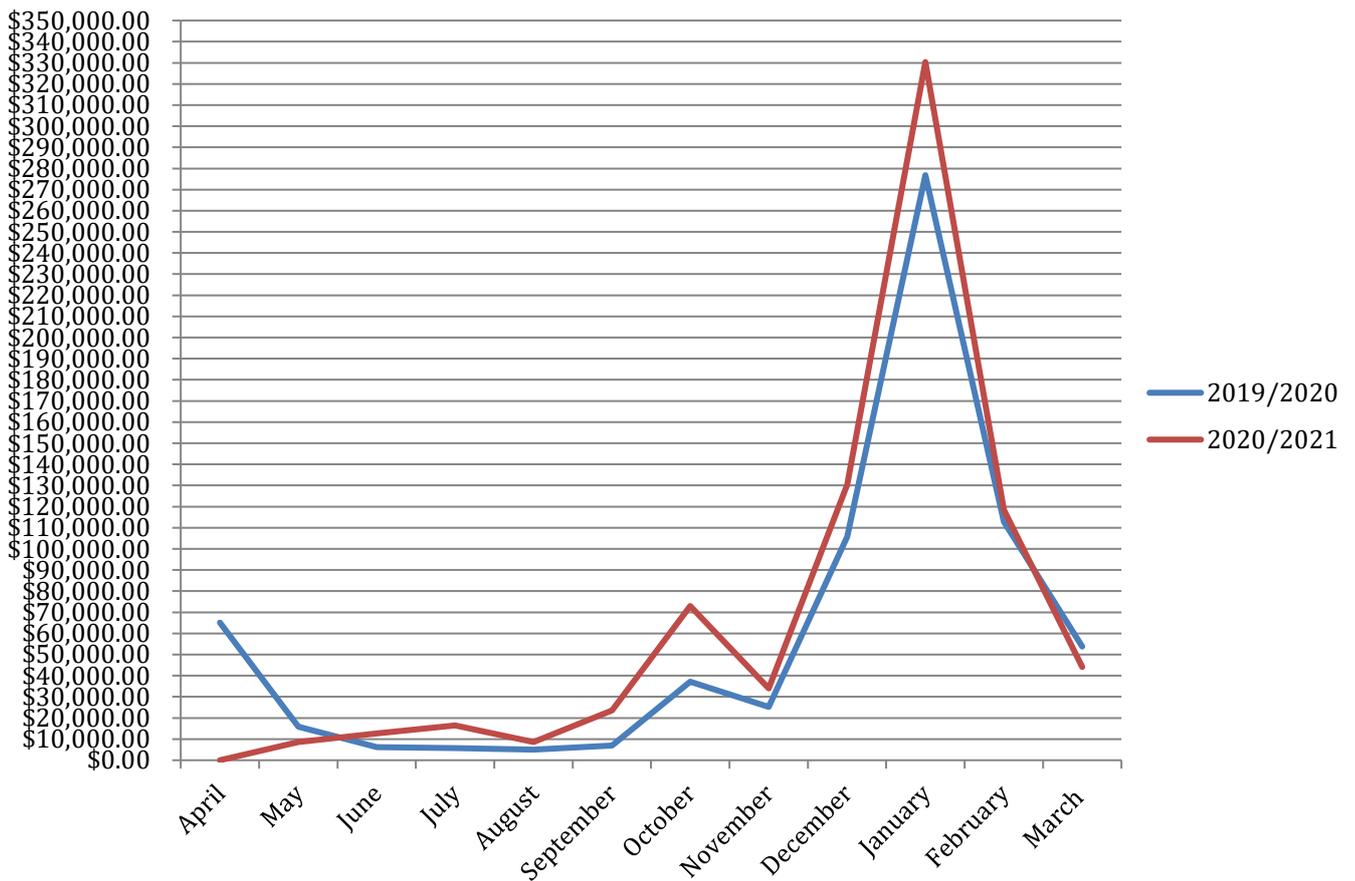
Occupancy and Revenue – February & March 2021



Site Occupancy %



Revenue - Sites (monthly)



Site revenue impacted in February and March due to Auckland COVID lockdowns, we also lost 2 large Belmont school camps because of this.

Regards

Anton and Lucy Trist

