

WAIPU COVE RESERVE(S) BOARD

Monday 28th February 2022, 7pm
Camp Waipu Cove all-weather room.
ALL WELCOME

OPENING KARAKIA

AGENDA (E & OE)

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

APOLOGIES: L. Minhinnick

MINUTES OF THE LAST MEETING: Motion to approve minutes of last meeting as true and correct – R. King/P. Baker/ All in favour

CONFLICT OF INTEREST: As an ASH, P. Baker will not take part in conversation or vote regarding ASH fees

CORRESPONDENCE:

Inwards:

03/12/2021 – Surf Waipu Cove – Yearly update with Board

17/01/2022 – WCSLSC – Donation

24/01/2022 – R. Sale – Vaccination Policy

Outwards:

26/01/2022 – WCSLSC – Donation

26/01/2022 – R. Sale – Vaccination Policy

MOTION to approve inwards and outwards correspondence – R. Stolwerk/P. Baker/All in favour

REPORTS:

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

Discussion regarding investing in term account.

- **WCSLSC Report (verbal)**

Saturday 5th March is Northern Region IRB competition. To date many land events cancelled but IRB events continuing. Predicted big swell on Friday 4th March so location may change. Easter events not confirmed yet. Surf club kitchen is being renovated after season finishes. Junior surf has been going ahead with Covid-19 precautions in place.

MOTION to approve reports – P. Baker/R. King/All in favour

GENERAL BUSINESS

- **Patuharakeke input for our response to the stream (preparation for algae) – Lisa (postponed from last meeting)**

Postponed until Lisa is present to speak on behalf of Patuharakeke.

- **North carpark camp access way**

Discussion regarding putting up a gate with a keypad (similar to Marsden marina) into camp at accessway near baches towards northern end of camp (not public accessway along camp northern boundary) to ensure the safety and security of campers and ensure we mitigate any potential security issue.

MOTION to install gate with keypad at accessway – R. King/R. Stolwerk/All in favour

- **Office development update**

Steven has shared document today to be circulated to Board for feedback. Will possibly begin work next year but will continue to review due to rapidly increasing building costs etc. Further discussion regarding best option.

- **Cawthron Institute Research on our Algae**

There has been a good response to the public survey, and this has been well advertised locally on both print media and social media platforms.

- **Discussion on ASH fee's 2022 / 2023 contract year**

Discussion regarding ASH fees (2022/2023 season) and Casual fees (2023/2024 season). NZ CPI 5.9% as at 27 January 2022. To be added to next agenda - casual site rates. Managers will provide comparison data for this prior to next meeting. .

MOTION to increase ASH fees by 6% for the 2022/2023 contract year - R. Stolwerk/R. King/ All in favour

CLOSING KARAKIA

Upcoming events on the reserve and local area

- **Waipu Boutique Sunday Market & Café:** 2nd Sunday of the Month, Waipu Coronation Hall 9-1pm
- **Waipu Street Market** – Saturday or Sunday on Long weekends 9-1pm
- **Waipu Antiques and Collectables Fair** – Sunday of Long weekends 9-4pm

Meeting ended: 8.15pm

Next meeting: Monday 28th March, 7pm

Managers' Report for February 2022

February has been a mixed bag weather-wise, with the first couple of weeks wet and stormy. The weather has now returned to the hot, dry weather we usually associate with the month of February. Even despite the poor weather, the camp was full over Waitangi weekend. It would seem kiwis are still keen to go camping, even amid Omicron concerns.

At the January Waipu Cove Reserve Board meeting, board members voted to extend the vaccine mandate for entry to the camp until the end of April 2022. This mandate will be reviewed again closer to the April end date. All customers with bookings up until the end of April have been advised of the continuation of this policy, and given the opportunity to cancel/change booking dates if they wish.

Unfortunately, the usual school camps booked for February and March have been cancelled (by the schools) due to COVID concerns. These were cancelled in December. This means a loss of revenue for the camp of around \$50k. We hope the schools will return later in the year once the situation has settled down.

Still on the topic of COVID, we are waiting on an order of Rapid Antigen Tests which we will use for staff to test themselves if they become close contacts/ develop COVID symptoms. These are due to arrive around the 1st of March. The shipment has been delayed with international flight cancellations. These will be helpful as testing capacity is under pressure and this is only likely to get worse. Current wait time for test results can be up to 5 days already, which is bad enough.

During the extremely humid weather we recently had, we ended up having to replace four microwaves (all in cabins) and had multiple problems with fridges and freezers breaking down. We have since learned that this is not uncommon during high humidity.

We've had very little pushback about the no smoking/vaping policy that was introduced just before summer. We had few problems or occasions where anyone needed to be spoken to for breaking this rule. It's been such an easy transition we probably should have implemented this policy earlier.

On a positive note, we were pleased to be acknowledged with a high volume of positive reviews by Booking.com travellers, with the camp being awarded a Traveller Review Award for 2022. We had an overall review score of 9.2 out of 10, which puts us in Booking.com's "Superb" category.

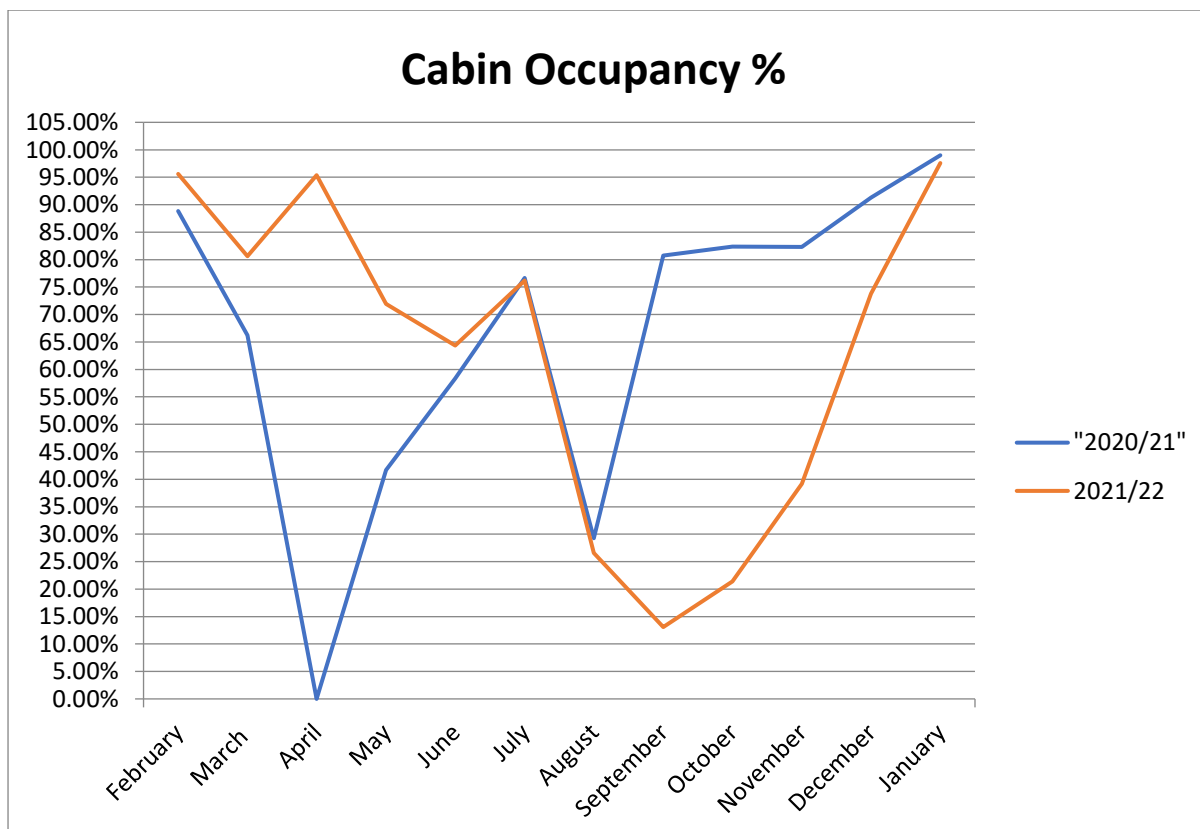
The Cawthron Institute has put together an algae monitoring survey which has been advertised on our Facebook page, and locally in the Bream Bay News and on Smooth FM. It is hoped that as many people as possible will complete the survey and provide photos that document any occurrence of the algae. Further study of the algae, including how and when it occurs will be helpful to get a long-term picture of the issue.

Staying on the subject of surveys, we added a new survey to the collection of post-stay surveys we have within Newbook. General post-stay emails are already automatically sent to guests after departure, but we have sent a further post stay email to guests (including ASH) that stayed over the summer period. This was emailed just after Waitangi weekend. It asks summer-specific questions such as "Did you feel safe and secure in the camp with the COVID 19 measures that had been put in place?", "How did you like our wrist band system this summer?", and "How did you find our security guards this summer?". This is useful to gauge how customers feel about some of these changes to the way we are operating, as well as getting their opinion on how things are done over summer in general. The response to each of these questions (as well as a lot of the other ones) was positive overall with 158 out of 174 responses deeming our COVID measures made them feel "Yes, very safe and secure, and glad we were able to have a holiday", 135 out of 174 selecting the answer "Excellent, please continue doing this" to the topic of wristbands, and 142 out of 174 respondents chose the response that the security presence was "Great, they were visible and made us feel safe and secure". Some of the other questions had a more even split, such as whether noise down should remain at 11pm or change to 10pm, and whether the all-weather room should be open over summer (or not) and under what circumstances. This is good information for us to have going forward.

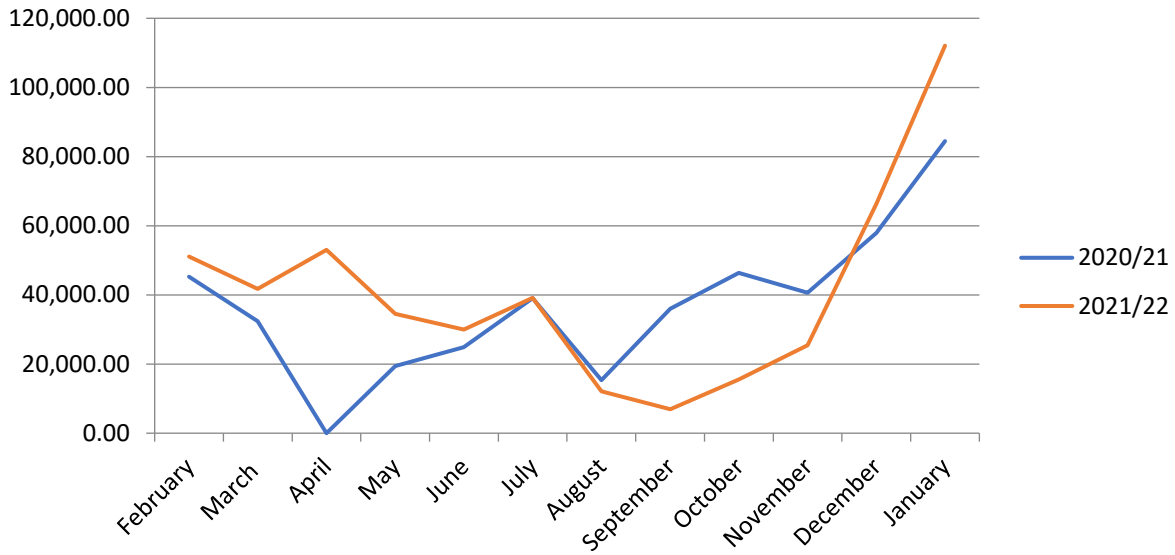
Regards

Anton and Lucy

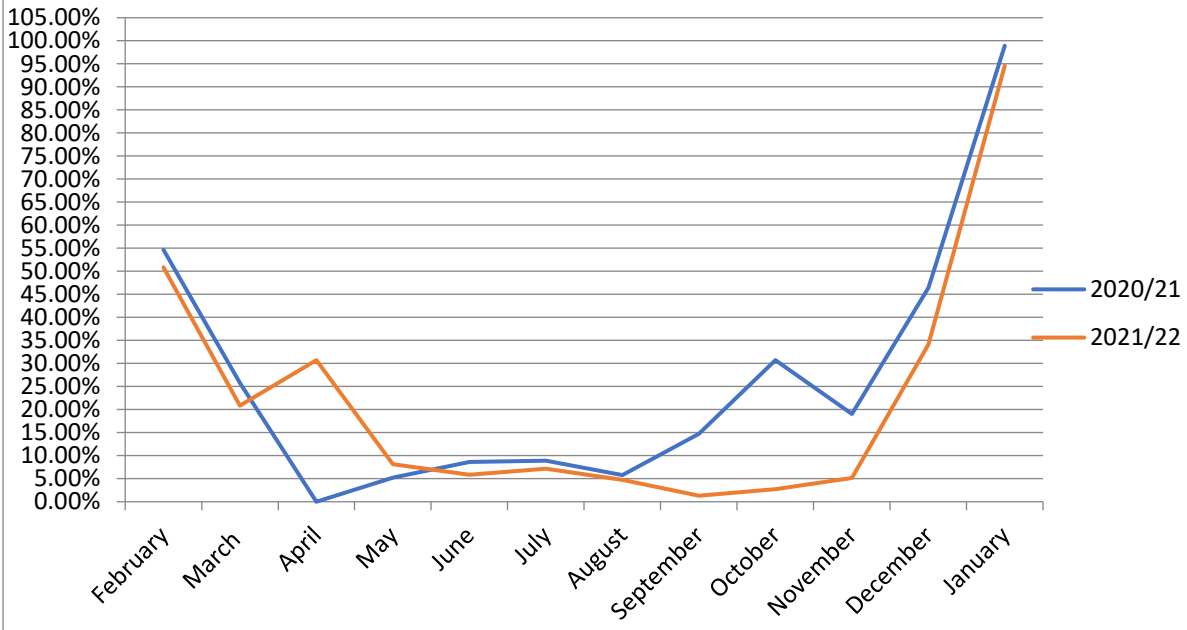
Occupancy and Revenue for January 2021.



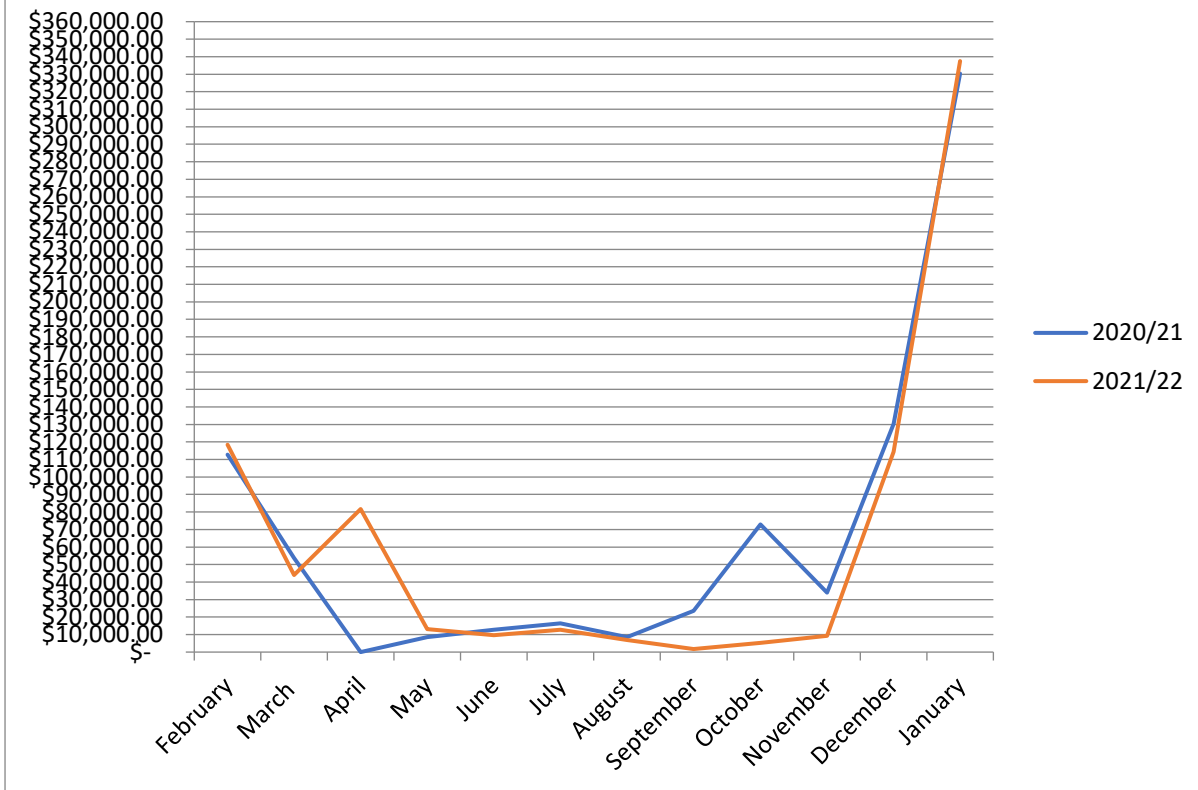
Revenue - Cabins (monthly)



Site Occupancy %



Revenue - Sites (monthly)



December 2021 Financials

	December 2021	December 2020	Comments
Revenue	\$ 181,573	\$ 208,182	Down \$26k
Payroll	\$ 66,392	\$ 46,301	Up \$20k
Expenses	\$ 109,486	\$ 96,708	Up \$12k
Surplus/deficit	\$ 72,094	\$ 111,478	Up \$39k
Wage Subsidy	\$ 0.00	\$ 0.00	

Financial report December 2021

Revenue per ASH (60): \$290

Revenue per camp site (166): \$607

Revenue per cabin (16): \$3,605

Actual funds available in all bank accounts 25/01/22 = \$953,840 which includes \$140,435 on term deposit @ varying interest rates and terms.

Revenue:

Again our financials are largely affected by COVID lockdowns, the camp was extremely quiet and being cut off from Auckland and the rest of the country is proving difficult, we did open up to the rest of the country from the 15th December. Revenue down \$26,609 on LY for the month and YTD we are down \$186,505, total revenue YTD \$529,604. Again we are making a small surplus of \$72,094 and YTD our surplus is \$187,661 which is down \$56,492 on LY, so pretty good to only be \$56k down considering the 4 months Auckland was in lockdown and we were so quiet.

Expenses

Expenses up \$12,777, a big part of this is wages which was up \$20,091. \$6,350 was staff cashed up annual leave (this reduces our AL liability which is a good thing), \$3,132 was final payments for two terminated staff comprising of accrued leave, \$1,500 which were one off wage payments to various staff, an additional \$1,670 this year which was for stat day payments as the camp was hit harder this year with Xmas and boxing day falling on a Saturday and Sunday so were carried over to Monday and Tuesday meaning most staff received stat day payments of time and a ½ + day in lieu. We have also had additional cleaning, security and reception staff on this summer to coup with COVID changes that were implemented. Cleaning consumables up \$7,765 as we purchased cleaning stock in December this year once we knew summer was going to happen. YTD expenses are \$451,966 which is up \$38,290 on LY

January 2022 Financials

	January 2022	January 2021	Comments
Revenue	\$ 433,324	\$ 420,084	Up \$13,240
Payroll	\$ 55,187	\$ 51,570	Up \$3,617
Expenses	\$ 127,916	\$ 128,259	Down \$343
Surplus/deficit	\$ 305,621	\$ 292,255	Up \$13,366
Wage Subsidy	\$ 0.00	\$ 0.00	

Financial report January 2022

Revenue per ASH (60): \$455

Revenue per camp site (166): \$1791

Revenue per cabin (16): \$6,107

Actual funds available in all bank accounts 25/02/22 = \$1,014,113 which includes \$140,435 on term deposit @ varying interest rates and terms.

Revenue:

We are really pleased with our January financial result with revenue up \$13,240 on last January, our surplus is also up by \$13,366. ASH revenue down \$7,621 due to decreasing numbers, Self contained cabins up \$22,513 due to increased inventory, meters up \$2,014 as our prices increased from \$2 per wash and dry to \$4 and people now need to purchased a card for \$4 which is refundable. Ice sales down \$7,729 as this has now been outsourced to the Waipu Cove Dairy. YTD our revenue is down \$173,107 which is solely attributed to the covid situation. Our net surplus YTD is \$503,598 and total revenue is \$963,068.

Expenses

Expenses in line with January 2021 which is a good result as we had increased staffing levels due to covid, such as extra cleaning staff and also additional reception staff. Cleaning consumables down \$10,513 due to timing of purchases, security patrols up \$8,010 as there was increased hours and price increases.