

**WAIPU COVE RESERVE(S) BOARD**  
Sunday 18th September, Following AGM  
Camp Waipu Cove all-weather room.  
**ALL WELCOME**

**OPENING KARAKIA**

**AGENDA (E & OE)**

**PRESENT:** R.Pullan, L.Trist, A.Trist, R.King, E.Cook, R,Stolwerk, H.Kereopa, P,Baker, G.Mclean

**APOLOGIES:** L.Minhinnick, K.Manning

**MINUTES OF THE LAST MEETING:** Motion to approve R.Stolwerk, P.Baker, all in favour

**CONFLICT OF INTEREST:**

**CORRESPONDENCE:**

**Inwards:** Ron Davidson (Seaweed stranding survey) – Managers replied to Ron.

**Outwards:**

**Motion to approve inwards/outwards correspondence – R.Stolwerk, H.Kereopa, All in favour**

**REPORTS:**

- **Management report (attached below)**  
Beach access ways all tidied up, removed the wire and all looking good for our Summer ahead. Green waste area all cleared and ready. Non powered sites 22-24A are now powered. Camp staff participated in wellness month.
- **Financial report**
- **WCSLSC Report (verbal)**

**Motion to pass reports– R.Stolwerk, E.Cook, All in favour**

**GENERAL BUSINESS**

- **Algae Stream clearing for Summer**  
Discussion around algae and responses for the summer ahead. Experiencing more rainfall which is looking good for the stream at the moment. The camp has an Ad in the local newspaper (Bream Bay News) to invite the public to participate in Algae survey. (<https://survey123.arcgis.com/share/c1a5674ee0f84b468dc979f90c344a41>)
- **Audit NZ**  
Following visit from AuditNZ, Rowan has spoken to DOC and Audit NZ, waiting on confirmation on next steps regarding unaudited financial accounts for Waipu Cove Reserve Board. Rowan will report back when she hears from Audit NZ.
- **Honorariums**  
Discusseionregarding current allowances, zoom and in person meetings, set 15km radius to pay for travel for board members with amaximum of 50kms.
- **Term Deposit**

Discussion regarding reinvesting TD for 180 days. Board members (Rowan, Peter & Evan) to call for current rates at rollover date.

- **Induction documentation and Policies, Front Entrance**  
Discussion around establishing a subcommittee for projects within the board working to the strength of individual members. Hollie to lead the sub committee for Algae, Evan to lead the sub committee for the Front Entrance, Rick to lead the sub committee for policies including Induction.
- **Condition of some of the ASH Caravans**  
Discussion around some ASH sites. All ash's are expected to maintain their site and keep their Transportable Dwellings including Caravans clean, tidy and well presented. A small

number of ASH need to improve the condition of their dwellings to meet these requirements. The board has asked the Managers to revisit obligations with these ASH to ensure they are aware of the concerns.

- **Metalled Car Park**

Car park starting to be used disrespectfully by the public possibly because the public believe they are council owned. Discussion around improving public use of the carpark and clean up of the south end metalled car park, managers to come up with some options and come back to board to liaise options.

## **CLOSING KARAKIA**

### **Upcoming events on the reserve and local area**

- **Waipu Boutique Sunday Market** [HYPERLINK "http://www.waipumarket.co.nz/"](http://www.waipumarket.co.nz/) & [HYPERLINK "http://www.waipumarket.co.nz/"](http://www.waipumarket.co.nz/) **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: 12.47pm**

**Next meeting: Tuesday 25<sup>th</sup> October 2022, 7pm.**

## **Managers' Report for September 2022**

Spring has finally arrived and it's nice to see the weather improving and the seemingly constant rain begin to ease. Bookings are starting to pick up, with Labour weekend fast approaching. We are using the time before we get busy again to finish off maintenance and projects around the camp, and generally prepare for the busy summer season.

The maintenance on the beach accessways was recently completed with rope replacing the existing wire fencing and wooden stairs repaired or replaced where needed. The public reserve fencing has been re-stained, and the retaining wall which supports the concrete path to the beach finished off. The reserve is looking very tidy.

The previous green waste which has been levelled and cleared is currently being re-grassed and will be looking good in time for summer. A 20-foot container has been purchased and placed in a corner off the area to accommodate a chipper and other grounds equipment. The container is currently fenced off so it's separate from the rest of the area.

We are currently in the process of having power run to sites 22, 23, 24 and 24a. These were previously non powered sites, but due to demand they have been converted to powered sites.

In August we finally got around to celebrating our Trip Advisor Travellers Choice award we received earlier in the year. Some staff opted for a day fishing in Bream Bay, while the others took part in a pamper day in Paihia, at La Spa Naturale at Paihia Beach Resort. Both occasions were enjoyed by all who attended, and it was great to acknowledge the team effort that went into being awarded this accolade.

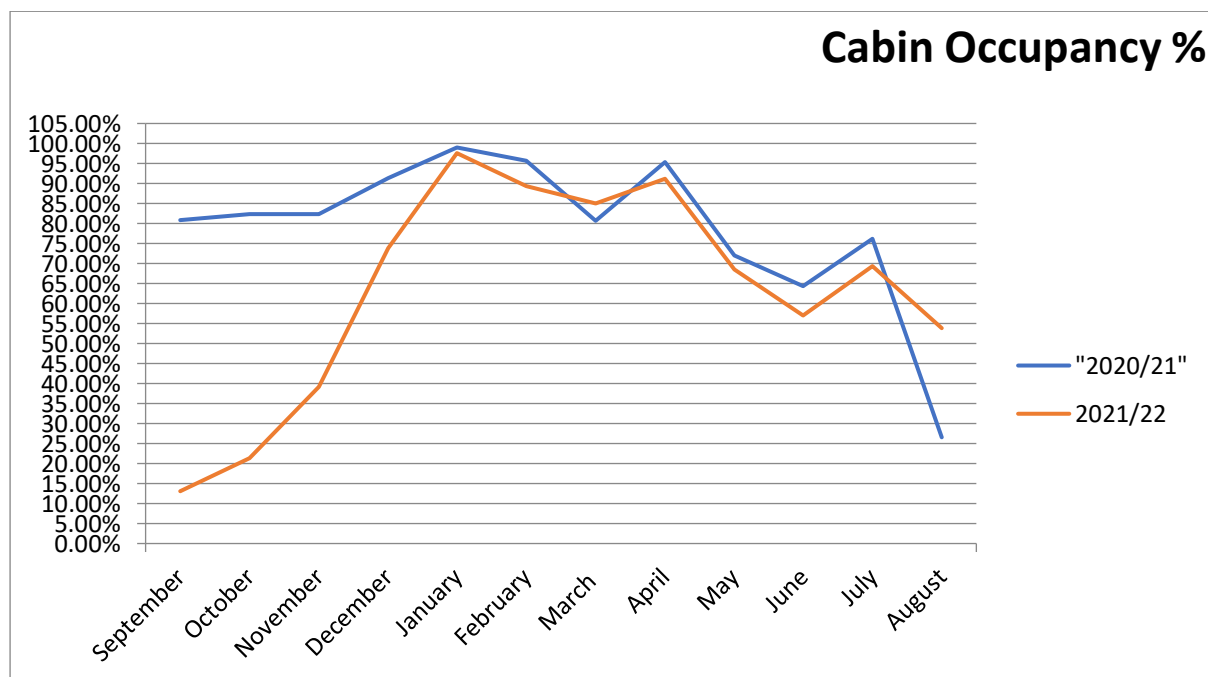
This month we are focussing on staff wellness. We are encouraging staff to look after their wellbeing and try new healthy habits. We are offering the chance to try the gym or yoga, as well as providing fruit in the office to snack on. We are offering healthy tips and information each week, choosing different aspects of wellness, including nutrition, fitness and self-care.

ASH 80 has advised they have sold their leisurebuilt and will be moving off-site before the end of September. Once off-site the grass will need to be repaired fairly quickly so it can be used in time for the Christmas holiday period.

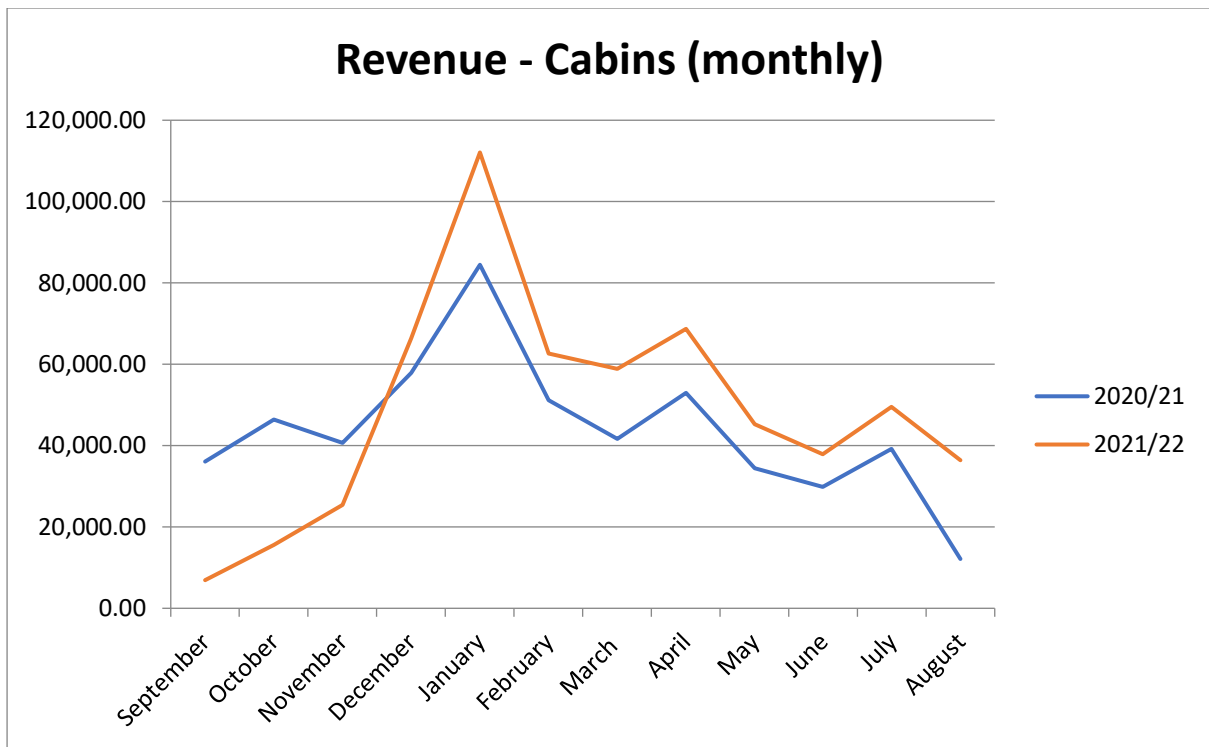
Recently this month, Anton, Evan and Steven Chambers (of Stufkin + Chambers Architects) met via Zoom with WDC to discuss finished floor levels for the proposed new reception building project. It seems we will not need resource consent to go ahead with this project, rather just building consent. Steven Chambers will have a further update for us to circulate prior to this meeting.

### Occupancy and Revenue for July 2022

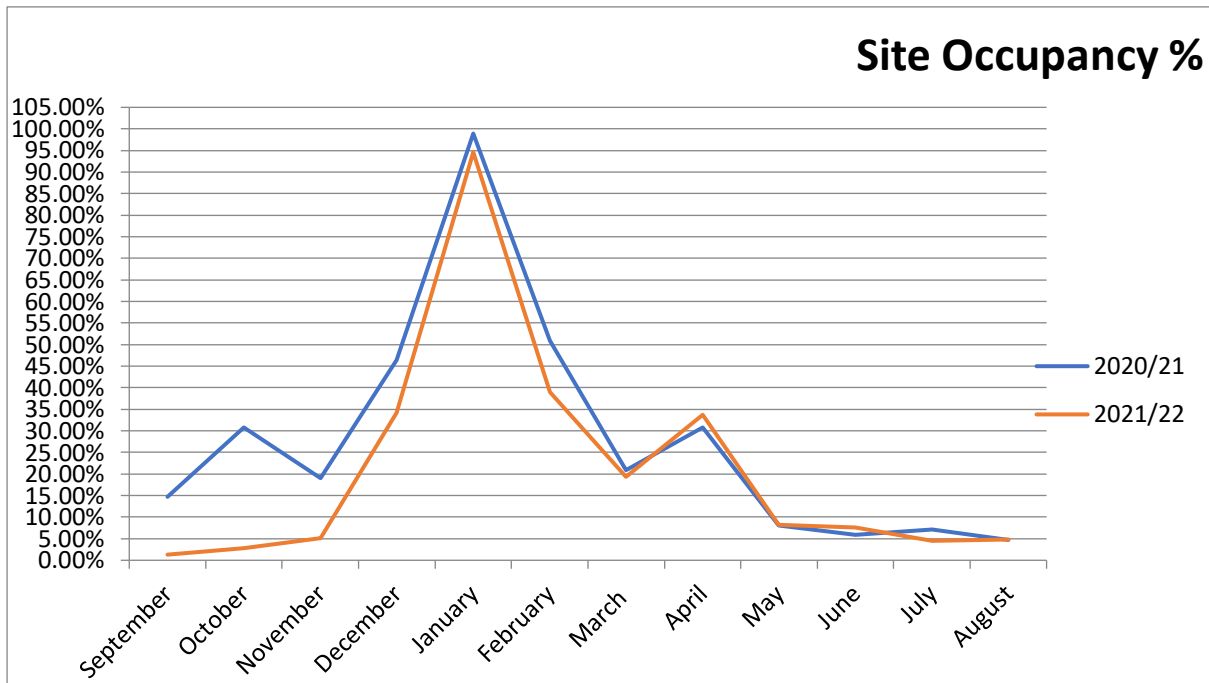
#### Cabin Occupancy



## Cabin Revenue

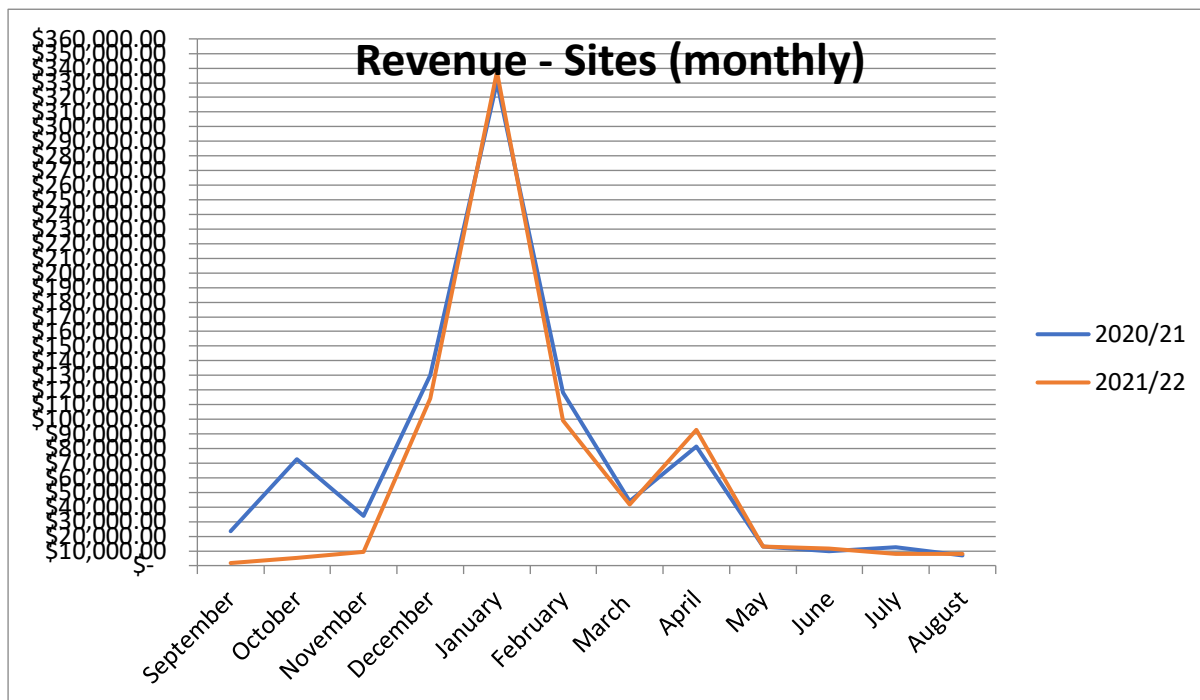


## Site Occupancy



## Site Revenue

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## July Financials 2022

	July 2022	July 2021	Comments
<b>Revenue</b>	\$ 139,673	\$ 143,478	Down \$3,805
<b>Payroll</b>	\$ 38,620	\$ 34,328	Up \$4,292
<b>Expenses</b>	\$ 67,623	\$ 62,773	Up \$4,850
<b>Surplus/deficit</b>	\$ 74,472	\$ 80,926	Down \$6,454
<b>Wage Subsidy</b>	\$ 0.00	\$ 0.00	

### Financial report July 2022

Revenue per ASH (46): \$1,899  
 Revenue per camp site (180): \$44  
 Revenue per cabin (16): \$2,701

Actual funds available in all bank accounts 02/09/22 = \$1,016,692.00 which includes \$784,819 on term deposit @ varying interest rates and terms. We have just re-fixed our large term deposit of \$750,000 for 90 days @ 1.55%

### Revenue:

Revenue down \$3,805, we are seeing the effects of some "revenge" travel now that the borders are open people are choosing to travel overseas, last year people could only holiday within NZ. ASH revenue down \$9,255 which will be the trend for the

next two years until 2025, self contained cabins up \$10,077, casual camping sites down \$3,324.

### **Expenses**

Expenses up \$4,850 on last year which is pretty good as inflation is extremely high currently. Wages up \$4,291 on LY because of wage increases and additional cleaning hours of new cabins which were not being serviced this time last year. This is the first month of our new financial year, comparisons will be difficult for the next few months as the camp was closed for a period of time and Auckland was in a hard lockdown for a number of months last year.

Ngā mihi nui,

Anton and Lucy