

WAIPU COVE RESERVE(S) BOARD
Tuesday 12 June 2023, 7pm
Camp Waipu Cove all-weather room.
ALL WELCOME

OPENING KARAKIA

E te whānau – for all those gathered
Whaia te matauranga kia a marama
Ki a whai take nga mihi katoa
Ta maia tu kaha
Aroha atu aroha mai
Tātou i a tātou katoa
Haumi e Hui e Tāiki e!

For all those gathered
We seek the knowledge for understanding to have purpose in all that we do.
We stand tall and strong.
We share respect and love for each other.
We are joined at this gathering with our combined strength and endurance.

AGENDA (E & OE)

PRESENT: R. Pullan, R. Stolwerk, P. Baker, L. Trist, A. Trist, E. Cook, L. Minhinnick,
H. Kereopa, G. McLean (minute secretary), M. Bell, K. Marcinowicz

APOLOGIES. R. King

MINUTES OF THE LAST MEETING:

motion to pass P. Baker / second E. Cook / all in favour.

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

08/05/23- Mathew Hemara – Proposed Request New Tsunami Sirens at Waipu Cove

10/05/23- Mazza Aziz, John Ackland

11/05/23- Maureen Bell

12/05/23- Maureen Bell

15/05/23 – John Acklands – cc correspondence re. Waipu Cove open drain maintenance plan

29/05/23 – Julie Lavin – ASH 30 nights

Outwards:

11/05/23 – M. Bell

05/06/23 – J. Lavin – ASH 30 nights

Motion to pass correspondence E. Cook / second H. Kereopa/ all in favour.

REPORTS:

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

Management Report - We congratulated Lucy and Anton on their Trip advisor award, their 10th year winning the Travellers choice award. LED lights through the blocks to be more Energy efficient. Lock block is ready to be reroofed for 26th June. We've had 150 people donate towards our dunes via online bookings, we've recently sprayed the dunes for weeds. April was quiet over the weekends with walk ins due to the wet weather.

Surfclub - Kesi is starting to replace our fence, which will follow with a revamp of the bunkhouse. Our search and rescue trailer has been called out 4 times this year. Quiet over winter.

Motion to pass reports E. Cook / second p. Baker / all in favour.

GENERAL BUSINESS

- **Front Entrance Update**
 - Walkaround with Johnno from Steven Chambers to map out the front entrance. He will revise plans with updates and send through to the board. Rowan to draft letter for neighbours regarding changes in fencing, vegetation removal and boundary lines.
- **Tiling of middle block and lock block showers**
 - Motion to retile middle block and lock block as per the quote received.
Motion R. Stolwerk / second P. Baker / all in favour
- **Drainage**
 - Motion to engage contractor services to clear tree trunk from exit pipe, to clear debris from driveway drain and to enlist services of camera view within pipe.
Motion to pass H. Kereopa / second E. Cook / all in favour.
- **Budget 2023/2024**
 - Motion to approve budget for 2023/2024
Motion to pass H. Kereopa / second E. Cook / all in favour.
- **Term Deposit**
 - Motion to reinvest Term Deposit, adding \$75k, and reinvesting for 180 days
Motion to pass E. Cook / second R. Stolwerk / all in favour.
- **Dog By-laws**
 - WDC has opened dog by-laws for consultation. Discussion around requiring dogs on leash at all times and extending no dogs on beach to include up to 7th February in line with paid lifeguard patrols and peak visitor times on the beach.
 - Motion to respond to WDC advising recommendation that dogs on leash at all times. No dogs on beach between 9am and 5pm from 20 Dec to 7 February.
Motion to pass R. Pullan / second H. Kereopa / all in favour.

Follow-up from our recent strategic blue-sky meeting:

- **Bi-monthly meetings**
 - Motion to move Waipu Cove Reserve Board meetings to bi-monthly
motion to pass R. Pullan / second R. Stolwerk / all in favour.
- **Health & Safety Risk**
 - Motion to engage the services of Steve McDowell to support the Reserve Board to ensure we are meeting our health and safety obligations.
Motion to pass P. Baker / second R. Stolwerk / all in favour.

CLOSING KARAKIA

Kua mutu ā mātou mahi
Mō tēnei (wā) Po
Manaakitia mai matou katoa

O mātou hoa mahi
Aio ki te aorangi

Our work has finished for tonight.
Bless us all
Our colleagues
Peace to the universe.

Upcoming events on the reserve and local area

- Community Meeting regarding speed restrictions at the Cove. To be held 5th July at the Surf Club
- **Waipu Boutique Sunday Market** <http://www.waipumarket.co.nz>: 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: 7.33pm

Next meeting: AGM & Board Meeting Tuesday 29th August AGM 6pm followed by kai and the August Board Meeting.

Managers' Report for May 2023

After having a period of decent weather from the middle of March, April was poor weather-wise. Heading into the last week of May, it's been another month of unsettled weather. We've had numerous rain events interspersed with the odd fine day. We are hoping for a fine and dry June!

One of the only advantages of all this rain we've had is that our efforts to re-grass sites have been successful quickly. We have re-grassed 20 sites using the 1800 square metres of grass harvested from the northern carpark. These have been general turf repairs. Ten ASH are departing this year before the end of June, so these sites will also need to be re-grassed once they have vacated at the end of June.

Grounds work has been undertaken whenever the weather has allowed it, with the tent sites behind 29 - 33 being planted with Koro shrubs. Hopefully the plants survive. The conditions in that area are fairly harsh, with strong wind and proximity to the beach. In addition, the dunes have been sprayed to eradicate the weeds that were starting to bed in. This spraying took place on the 17th of May. We will continue with further landscaping and planting around each cabin cluster over the winter months.

The final cabin carparks have been finished off this month. This will help to prevent the grass around the cabins turning into a muddy mess over the winter months.

Our annual Qualmark assessment was due on the 5th of May however this was postponed by the assessor (for personal reasons) with the new date not yet set. We anticipate this will take place before the end of winter.

Recently we were awarded the Trip Advisor "Traveller Choice" award for 2023. We are extremely pleased to be once again awarded this – it's our 10th year in a row. We plan to organise a celebration with the staff to mark the occasion. It's a team effort and reflects the hard work everyone has put in over the last 12 months.

New LED lights have recently been installed in all ablution blocks. This will result in power savings and help with maintenance by not having to replace bulbs so often.

Another sustainability initiative we have implemented is replacing single use soaps, shampoos, and conditioners in our self-contained cabins with more eco-friendly refillable dispensers. This also results in cost savings, as well as being the better option for the environment. There was always so much wastage with the single use product (both product and packaging) and so many accommodation businesses are moving to refillable products for this reason.

The lock block roof will be replaced shortly, with work commencing on the 12th of June. The condition of the roof has further deteriorated in the last 12 months, given the harsh coastal conditions. Samuel Abraham of Northland Coastal Roofing will be undertaking the work.

Our dune donation feature on our website has been operational for around 10 weeks now, and so far, we've had 150 donations made - which has been a great response. People like it, as it's an easy way to donate. The small amount makes it accessible for all. We give people who have donated an update on the work undertaken with the funds received.

Our term deposit of \$200k matures on the 12th of June. We should look at reinvesting this and add another \$100k to it for a 6 – 12-month period. With interest rates near peaking, we should be getting a good rate.

Budget 2023 / 2024 has been written and ready for the board's approval prior to the start of our next financial year. The camp is in a very strong financial position moving forward.

Northblock Refurbishment Update:

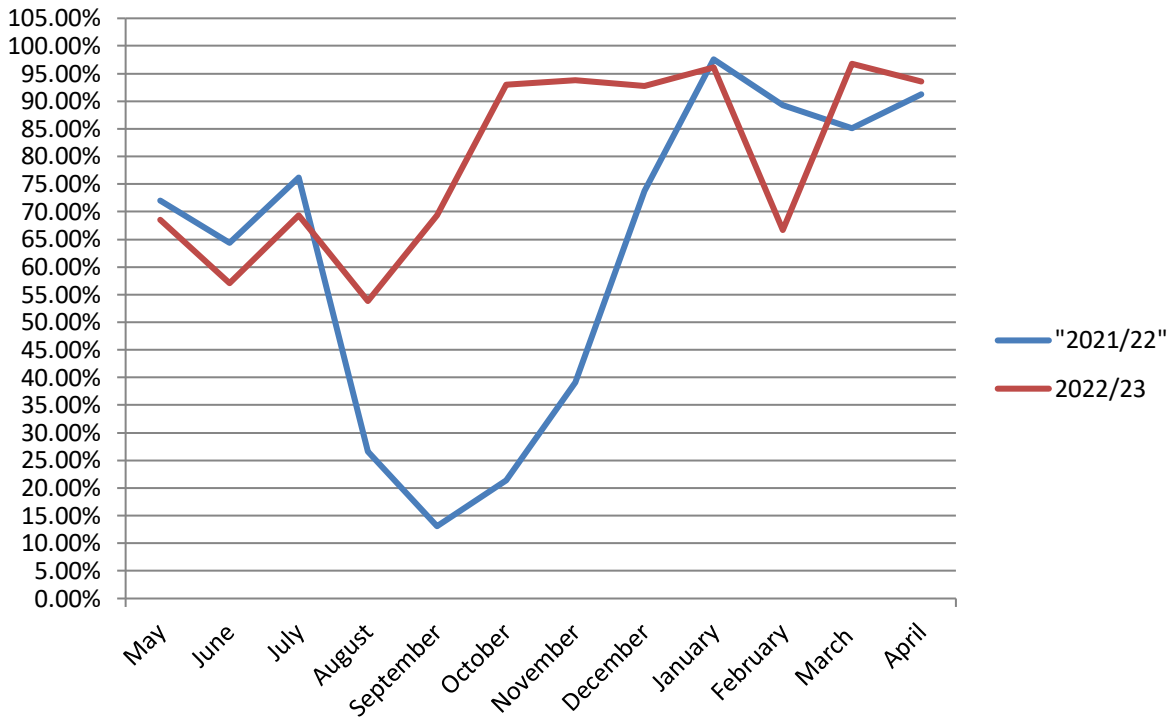
Duraplan have supplied a quote for the partitioning, however timing will not work for this year. We will look at having the work done next year over the quieter months (dependent on funds available)

Front Entranceway Development Update:

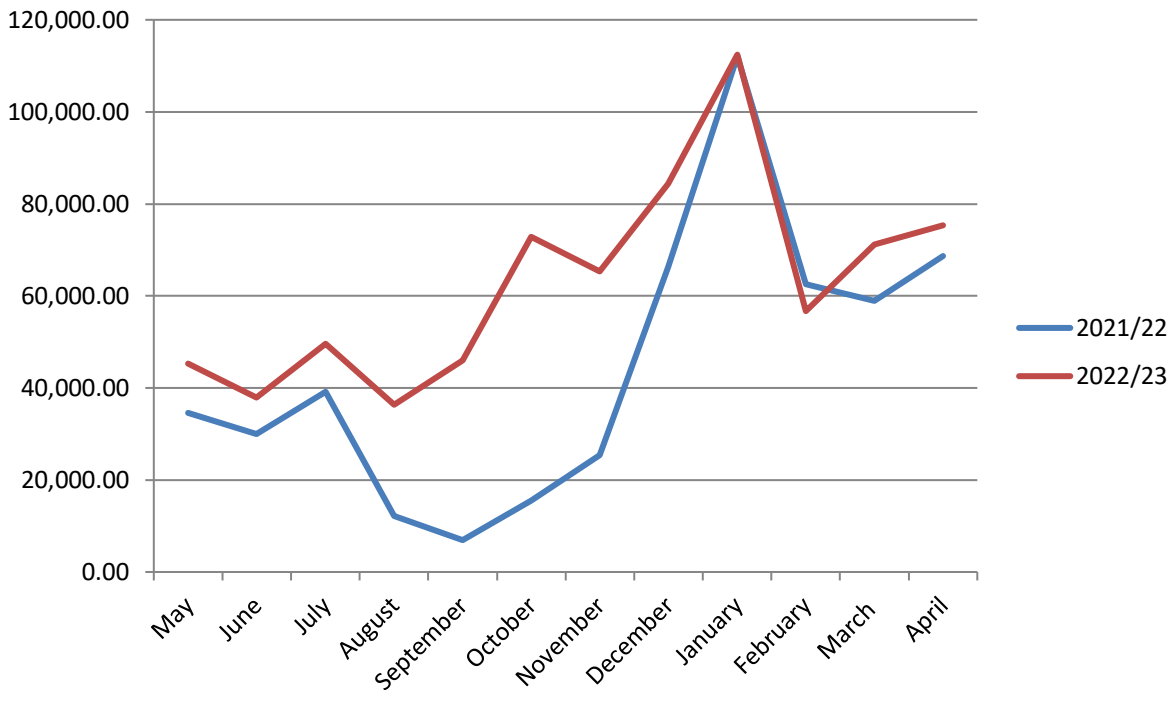
As we write, a meeting is scheduled to take place on the 12th of June (just prior to the June board meeting) with our Architect Stephen Chambers. He will peg out the proposed building footprint.

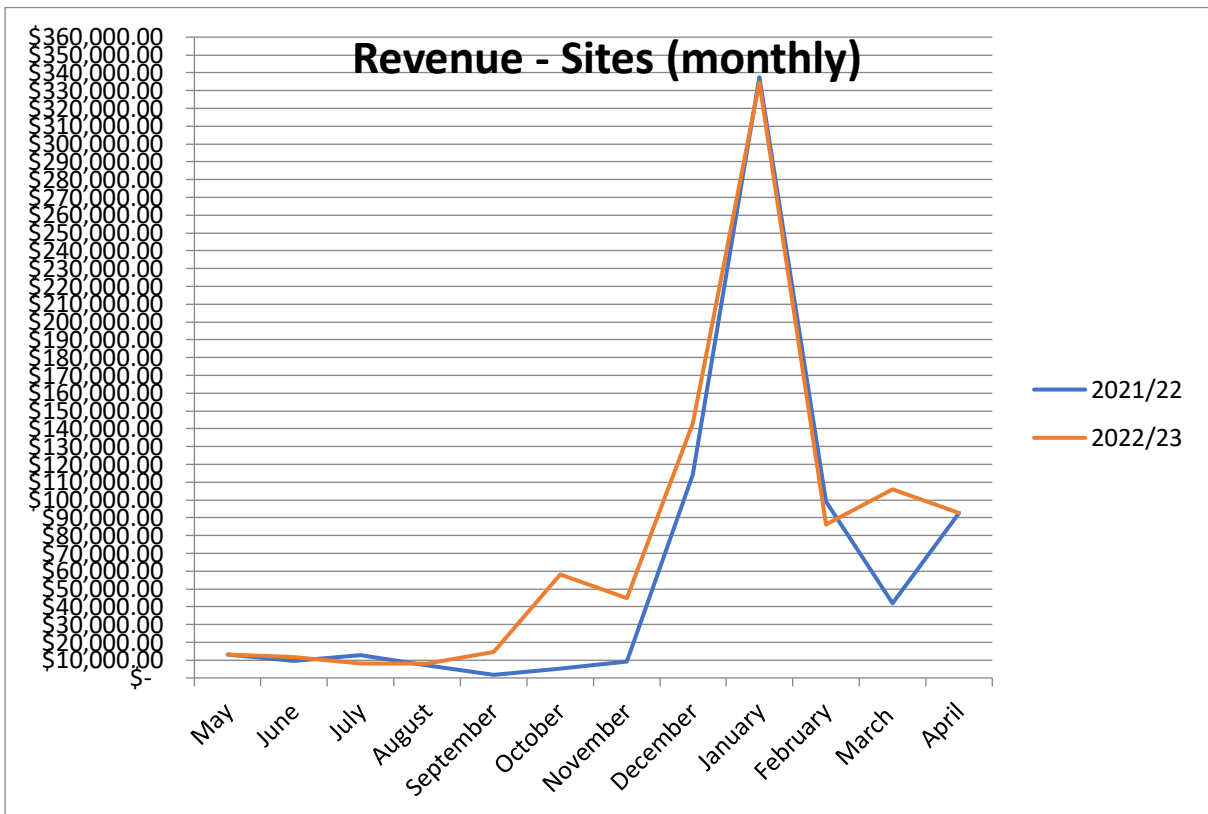
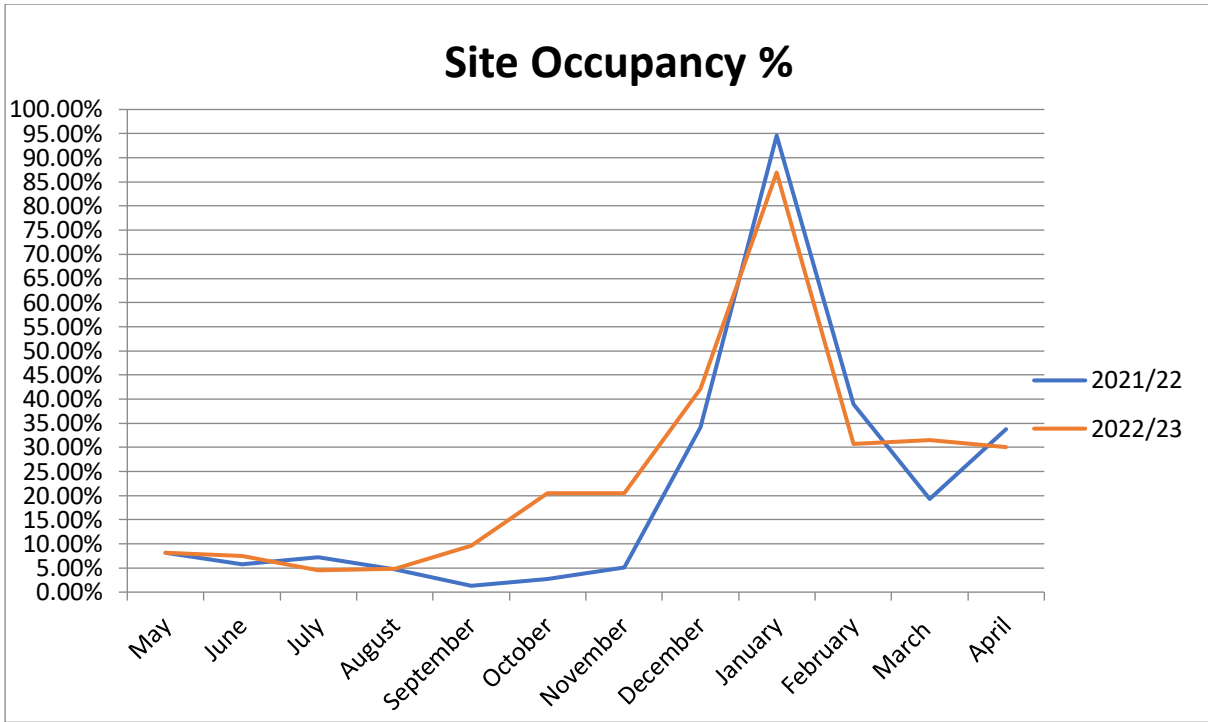
OCCUPANCY & REVENUE FOR APRIL 2023

Cabin Occupancy %



Revenue - Cabins (monthly)





Ngā mihi nui,
Anton and Lucy

April Financials

	April 2023	April 2022	Comments
Revenue	\$ 152,273	\$ 150,413	Up \$1860
Payroll	\$ 48,730	\$ 45,566	Up \$3163
Expenses	\$ 89,892	\$ 92,884	Down \$2992
Surplus/deficit	\$ 75,433	\$ 57,762	Up \$17,670
Wage Subsidy	\$ 0.00	\$ 0.00	

Financial report April 2023

Revenue per ASH (44): \$0

Revenue per camp site (182): \$465

Revenue per cabin (16): \$4,088

Actual funds available in all bank accounts 22/05/23 = \$1,588,865.00 which includes \$1,404,248.00 on term deposit @ varying interest rates and terms. Our next term deposit of \$200,000 matures 12th June 2023. Our surplus YTD is \$701,109 which is up \$103,720 on the same time last year.

Revenue:

A good financial result considering the on-going poor weather we have been experiencing during the month of April, revenue up \$1,860 on last year and YTD revenue is up \$308,587. All major revenue streams are in line with 2022 figures for April.

Cabin occupancy again was very strong 94.12% with an average nightly rate of \$167.79, we had 449 occupied cabin nights. Camp site occupancy was at 36.27% at an average nightly rate \$56.23, we had 1648 occupied nights for camping.

Expenses

Expenses well controlled and down \$2,992 on April 2022. More A/L was taken than accrued for the month making the difference here \$6,499. YTD our expenses are up \$105,927 which is a result of our increased revenue's along with the inflationary pressures on most expense lines.