



Waipu Cove Reserve Board

c/o 889 Cove Road, Waipu Cove, 4582

www.waipucovereserve.co.nz email waipucovereserveboard@gmail.com

WAIPŪ COVE RESERVE(S) BOARD

Tuesday 25th June 2024, 7pm

Camp Waipu Cove all-weather room.

ALL WELCOME

OPENING KARAKIA

Whakataka te hau ki te uru
Whakataka te hau ki te taonga
Kia mākinakina ki uta
Kia mātaratara ki tai
Kia hii ake ana te atakura
He tio, he huka, he hau
Tīhei mauri ora

AGENDA (E & OE)

PRESENT: L. Minhinnick, C. Bartlett, H. Kereopa, R. Pullan, E. Cook, P. Baker, A. Trist, L. Trist, Greg Shanaghan.

APOLOGIES: R. Stolwerk, R. King

MINUTES OF THE LAST MEETING: Motion to pass- R. Pullan, P. Baker, All in favour.

CONFLICT OF INTEREST:

CORRESPONDENCE:

Inwards:

30/04/2024 – P & M Flemming – ASH 100 nights

01/05/2024 – WDC - Consultation on Whangarei District Council's proposed Dog Management Policy 07/05/2024 – S. Shirkey – WCRB nomination (on-going correspondence)

12/05/2024 – A. Stolwerk (The Waipu Cycle and Walkway Trust) – Request for

funding 15/05/2024 – L & D Owen – ASH 30 nights

02/06/2024 – J Lavin – ASH contract

Outwards:

02/05/2024 – P & M Flemming – ASH 100 nights

05/05/2024 – S. Shirkey – WCRB nomination (on-going correspondence)

18/05/2024 - L & D Owen – ASH 30 nights

30/05/2024 – A. Stolwerk (The Waipū Cycle and Walkway Trust) – Request for funding 05/06/2024 – J Lavin – ASH contract

Motion to Accept - E. Cook, C. Bartlett, All in favour

REPORTS:

- **Management report**

Big month liaising with ASH, there are currently two ASH dwellings left on-site to move off, the

visit to Kaiteriteri in Nelson was very positive and educational from a management perspective, the culvert was looked at and cleared, survey of drainage happening Thursday, recently met with Steven Chambers regarding re-design of camp, junction magazine awards tomorrow evening which CWC is nominated for, presented the new Te Reo signage to the board. Management and Lisa to liaise and finalise signage using Te Reo + symbol.

- **Financial report**

May was fairly quiet but still up from last May, running at a loss for May June and August but July should be ok due to school holidays.

- **WCSLSC Report (verbal)**

N/A - Rick Stolwerk sent apologies

Motion to accept reports- H. Kereopa, E. Cook, All in favour

GENERAL BUSINESS

- **Budget 2024 - 2025**

Budgeting for a straightforward year ahead with increases in many areas. One of the biggest expenses is wages, increases in marketing/advertising budget. Ensuring an excess in the budget for electrical appliance upgrades, as power boxes are expected to need upgrade in coming years. Capex budget includes upgrade to front entrance budgeting & re-mapping of camp.

Motion: Motion for the Reserve Board to approve the proposed management 2024/2025 budget:

Moved C. Bartlett, seconded P. Baker, All in favour

- **Waipu Cycleway**

Request received from Waipu Cycleway group regarding donations for the extension of the Cycleway from McLean Road to the Waipu Cemetery.

Motion: The Reserve Board to make a \$15,000 donation to the Waipu Cycleway extension from McLean Road to Waipu Cemetery.

Moved R. Pullan, seconded H. Kereopa, All in favour.

- **Business Continuity Planning**

Management team working through business continuity planning options including back-up generator to eliminate business interruptions due to lack of power supply for Camp Waipu Cove.

Motion: The Reserve Board approves the purchase of a back-up generator for installation as part of business continuity planning.

Moved E. Cook, seconded C. Bartlett, All in favour.

- **Dog Bylaws**

Submission made on behalf of the Waipu Reserve Board regarding Dog Bylaws at Waipu Cove, this is an ongoing process

- **WCRB Policies (Board member recruitment policy)**

Board Member Recruitment Policy circulated to board members. Amendments made and circulated to DOC for review.

Review June 2026

- **WCRB Risk Matrix**

All of the information that we talked about at the previous meeting has been put into the risk matrix master copy.

- **Offer on 897-899 Cove Road (in committee)**

Board offer to purchase 897-899 Cove Road declined.

• **Board Honorariums (in committee)**

Honoraria for board members has remained the same since 2014. Following discussion, an increase was agreed acknowledging the effort, time and contributions being made by board members towards continuous improvements in all working areas of the board. Honorariums were \$70 per monthly meeting; the board now meets bi-monthly.

Motion to increase board honorariums per meeting as updated in the Honorarium payments to Board Members policy June 2024.

Motion: R. Pullan, seconded E. Cook, all in favour.

• **Board reimbursement for special occasions (in committee)**

Board discussion regarding ad hoc requirements of board members to take time away from paid employment to fulfill the obligations of their roles as Board members above and beyond typical requirements of the board.

Motion To approve request for payment to Chair for 2 days extra duties (Kaiteriteri) as per the Honorarium payments to Board Members policy.

Motion: P. Baker, seconded E. Cook, All in favour.

IN COMMITTEE: (8:00pm)

Exclusion of the public

That the public be excluded from the following part of the proceedings of this meeting on the following grounds –The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:
General subject matter: Board Honorariums and reimbursement for special occasions
Reason for resolution: Protect individuals Ground(s) under s 48 (1) for passing resolution: 48 (1) (d) and 48 (2) This resolution is made in reliance on section 48 (1) (a) of the LGOIMA 1987 and the particular interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section (9) of the OIA 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: s.7.(2) (a) protect privacy of natural persons **Board came out of committee at (8:51pm)**

CLOSING KARAKIA

Upcoming events on the reserve and local area

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

Meeting ended: 8:53pm

Next meeting: Tuesday 27th August 2024, AGM at 6pm followed by August hui.