



MINUTES OF THE BOARD MEETING

Date	28 July 2018
Time	1:30pm
Place	Bowlarama Newtown 52 Hall Street, Wellington
Attendees	Craig Nevatt (Chair), Allan Heald, Stephen Penney, David Davies, Keith Rankin, Ivena Heald
Apologies	none

1. Roll Call / Apologies

2. Minutes of the previous meeting

David moved that the minutes of the Board meeting held 5 May 2018 be accepted. Seconded Keith. Carried

Keith moved that the minutes of the Board meeting held 1 June 2018 be accepted. Seconded David. Carried

3. Matters arising from previous meeting

Steve advised he had received support from 8/11 centres for continuing as Proprietor's representative. Keith moved that Steve be reappointed for 2 years. Seconded David. Carried.

4. Action Plan

- Review of organisation structure - ongoing.
- Banking documentation - agenda item.
- Lane machine - agenda item.
- Senior selectors are Craig Nevatt, Sonny Reguerra, Rob Pollock.
- National Squad Funds - \$3000 liability. Craig is investigating where this came from and who it applies to.

5. Financial Report

Extensive discussions on cash handling procedures at tournaments. Further work is required on this as the current process is not best practice.

Steve moved that the financial report be accepted. Seconded Craig. Carried.

Craig has set up TBNZ in Xero and has shown Carole how to use it. Craig will liaise with Carole ongoing to ensure things go smoothly from here on.

6. Bank Account Signatories

Steve moved that Annabelle Swain, Fred Housham, Pete Richardson and Jim Roberts be removed as signatories from the bank accounts and that Craig Nevatt, Keith Rankin, Ivena Heald and Carole Adshead be added. Seconded Allan, Carried.

7. CEO Funding Application

Steve & Ivena left meeting at 2.10pm.

Craig moved that TBNZ apply to NZCT for costs associated with CEO role. Total \$11,798. Seconded David. Carried, with Allan abstaining.

Steve/Ivena returned at 2.15pm.

8. CEO Update

8.1 Technical Manager

Ivena to approach Harry Foster for this position. Minor conflict exists with his role at North City Tenpin, but we believe this is manageable.

8.2 Administration Manager

Discounted memberships for members joining from 1 November onwards. It was generally agreed this was a good thing and should continue.

8.3 Club funding for NZ teams

Ivena questioned by clubs have been applying for funding for athletes to represent New Zealand rather than TBNZ. Craig advised that TBNZ use to apply for funding for New Zealand teams however it got to the point that it was been necessary for TBNZ to 'pick and choose' which team funding applications went to which trusts, some of which might say yes, others which would be highly unlikely. This was even more challenging when some trusts are permitting only one funding application per organization per year, others only one open application at a time. At the time it was considered inappropriate for TBNZ to do as particular teams could/would be favoured so it was decided not to pursue funding for any teams and focus funding applications on coaching and coach development.

8.4 TBNZ Rule 210 - white/yellow/red cards

Clauses for using these cards already exist in tournament rules, but enforcement needs to improve.

9. Coaching Report

Ivena submitted a white paper on the coaching pathway. Further work is to be completed before it is adopted.

10. Policy Sub-Committee Update

Nothing received to date.

Need to receive draft rankings and team selection policy prior to the next Board meeting to ensure implementation for 2019.

11. Policy Review

Ivena to prioritise policies for importance and select most important policies for review at next meeting.

12. USBC Ball Drilling Specifications

USBC ball specification rules have changed. At this stage this is a USBC rule that applies in the US only. TBNZ is affiliated to World Bowling, so cannot adopt the rule until World Bowling adopts the rule.

13. Lane Machine Lease

A Lease Agreement has been drafted between TBNZ and Bowlarama Newtown to lease the Lane Machine for three years. Lease to be signed this week. It was agreed this was a good result.

14. Membership

Raised and dealt with under CEO Update.

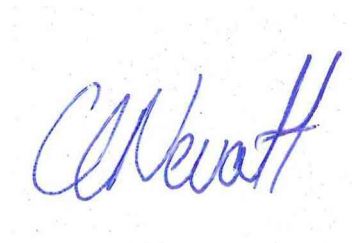
With no further matters, the meeting closed at 3.50pm

Next meeting:

9.30am - Sunday 30 September – Conference Call

In person meeting planned for early December

Certified as true record of meeting held on the 28th July 2018

A handwritten signature in blue ink, appearing to read "C Nevatt", is centered on the page. The signature is written in a cursive style with a large initial 'C'.

Craig Nevatt (Chair)