

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting (conference call)** on **14 Dec 2019** these minutes were **confirmed as presented**.

Name: Tenpin Bowling New Zealand
Date: Sunday, 29 September 2019
Time: 1:15 PM to 5:30 PM
Location: Drumm Nevatt & Associates Limited, 69 Ridge Road, Howick, Auckland
Board Members: Craig Nevatt (Chair), David Davies, Julieanne Mollet, Keith Rankin, Stephen Penney

1. Opening Meeting

1.1 Confirm Minutes

TBNZ BOARD MEETING 28 Jul 2019, the minutes were confirmed as presented.



Approval of Minutes

Approved

Decision Date: 28 Sep 2019
Mover: Keith Rankin
Seconder: David Davies
Outcome: Approved

2. Actions from Previous Meetings

2.1 Action Item List

Due Date	Action Title	Owner
30 Jun 2019	Funding Application Status: Completed on 28 Sep 2019	Ivena Heald
5 Jul 2019	BoardPro Status: Completed on 24 Sep 2019	Craig Nevatt
5 Jul 2019	Choose Lane Patterns for NSTC, NYTC and Junior/Youth Nationals Status: Completed on 22 Aug 2019	David Davies
26 Jul 2019	Guidelines for setting TBNZ tournaments and venues to be created and circulated Status: In Progress	David Davies
26 Jul 2019	Update Rankings Policy Status: Completed on 12 Aug 2019	David Davies
26 Jul 2019	Review Dress code in TBNZ tournament rules Status: Completed on 22 Aug 2019	David Davies

Due Date	Action Title	Owner
28 Jul 2019	Review Organisation Structure Status: Completed on 24 Sep 2019	Craig Nevatt
28 Jul 2019	National Squad Liability Status: Completed on 28 Sep 2019	Craig Nevatt
28 Aug 2019	Attend World Bowling Congress Meeting in Las Vegas Status: Completed on 2 Sep 2019	Stephen Penney
6 Oct 2019	Survey Junior / Youth for feedback Status: Completed on 8 Dec 2019	Julianne Mollet
18 Oct 2019	Youth Squad Tournaments Status: In Progress	David Davies
31 Oct 2019	Technical Manager Status: Completed on 14 Dec 2019	Stephen Penney
8 Nov 2019	Administration Support Status: On Hold	Stephen Penney
30 Nov 2019	Approach Christchurch about tournament suggestion Status: In Progress	David Davies

3. Reports

3.1 Finance Report

The Profit & Loss and Balance Sheet to 30 September 2019 was reviewed and approved.



Review Budgets for TBNZ Tournaments

Request Jim to prepare new budgets for TBNZ tournaments with new game rate for 2020 to ensure entry fees remain appropriate.

Due Date: 31 Oct 2019

Owner: Craig Nevatt

3.2 World Bowling Congress Update

Stephen provided an update on the World Bowling Congress meeting including an explanation on the drivers for the changes to the Open World Championships.

Stephen confirmed that the Oceania Zone remit to the meeting regarding our participation in Asian Championships was approved.

3.3 Tournament Update

David provided an update from the tournament committee on the NTC format and tournament calendar. The amended draft NTC format was only received by the Board at 9.30pm last night, not providing sufficient time to review prior to the meeting. It was noted that this is unacceptable and the Board needs to set a deadline for the receipt of material prior to the Board meetings to allow time for review prior to the meetings.

The Board requested that David provided the following feedback to the tournament committee:

- Because there will only be 12 games counting towards an all events score the NTC should be Grade 2 instead of Grade 1 but otherwise the Tournament committee recommendations on the 2020 format were supported;
- The tournament calendar was approved subject to close proximity of the World Cup and NTC (being less than a week apart and likely held at the same venue) being resolved.



Develop Board Protocols

Develop a set of Board Protocols covering the flow of documents to the Board for consideration and required response/resolution times

As part of the Constitutional Review Paul Pettit was provided with a standard Board Charter by Sport New Zealand. This is included in the Agenda Item for the Constitutional Review and it needs to be considered whether a comprehensive Board Charter is a better option than a simple Board Protocol before proceeding down one track or another.

Due Date: 30 Nov 2019

Owner: Craig Nevatt

4. Strategy Session

4.1 Business Planning Session

The Board concluded its planning session from the previous meeting and prepared a Plan for circulating to membership once final review has been completed.

5. Close Meeting

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

C Nevatt

Date: _____

14/12/19