

CONFIRMED MINUTES

TBNZ MANAGEMENT MEETING - MARCH 2020



At the **TBNZ Management meeting - April** on **19 Apr 2020** these minutes were **confirmed as presented**.

| | |
|---------------------------|---|
| Name: | TBNZ Management Team |
| Date: | Sunday, 15 March 2020 |
| Time: | 7:30 PM to 9:00 PM |
| Location: | Zoom ID 790 849 4499, https://zoom.us/ |
| Committee Members: | Ivena Heald, Pete Richardson, Jim Roberts, Ian Klein, Shorty Madeley, Vanessa Tomlinson |
| Attendees: | Stephen Penney |
| Apologies: | Roger Tucker |
| Guests/Notes: | Stephen Penney |

1. Opening Meeting

1.1 Matters arising from the minutes



Accept no matters arising

None.

| | |
|-----------------------|-------------|
| Decision Date: | 15 Mar 2020 |
| Mover: | Ivena Heald |
| Seconder: | Ian Klein |
| Outcome: | Approved |

1.2 Minutes from last meeting

Feb TBNZ Management Mtg 16 Feb 2020, the minutes were confirmed as presented.

2. Managements Reports and Updates

2.1 Finance

Bank Balances

The total bank balance was \$68,772 as at 29 February 2020 consisting of:-

- Current Account \$32,468
- Squad Trust Account \$ 1,343
- Online Saver Account \$34,961.

Debtors

Total at 29 February 2020 was \$4,106 and was all current.

Sponsor Centre Fees

Zone Bowling Botany & Christchurch have been added to the list of sponsor centres making a total of 13 and refunds are being made to those Christchurch bowlers who have paid direct membership fees for 2020. All sponsor centres have been invoiced for either the full years fee or the first instalment and to date 6 have paid. 4.

Annual Audit

Draft accounts have been submitted to auditors.

Payments

A list of payments for February 2020 is attached.

Other

EFTPOS machine has been ordered for the Senior Nationals.

2.2 Squad Manager Update / Board

1. National Squads were all put in place in January.
2. Rachuig teams announced in February.
3. Youth team to World Youth tournament in Peru announced the second week of March.
4. The team to go to the Asian Zones currently set for July in Hong Kong is in limbo. We have a full men's team but no women's team. I expect the tournament to be postponed and a reserve date of 19-29 October 2020 has been added to the Asian Bowling Federation Calendar. For the moment no announcement will be made on the Hong Kong team.
5. The World singles have been combined with the QubicaAMF World Cup ongoing so will be held in Kuwait, 2-8 November 2020. Kuwait will be the set venue for this annual event.
6. An additional event will be held with the World Cup in Kuwait at that time. This is the Para Bowling World Cup for paraplegic athletes. We await further information on that event such as the number of representatives from each country or Zone that can bowl this event.
7. From 2019 Para bowling was brought under the umbrella of World Bowling and therefore is a division of our sport that TBNZ should be looking to become more involved with. We have a couple of prominent bowlers in this area and it would make sense if Zane Carlson was prepared to liaise with the Para Olympic Committee and feed information back to TBNZ as it comes to hand. Stephen to follow up with Zane.
8. The current World health situation is changing daily. We will continue to monitor the situation to assess the safety of our teams travelling abroad. All events we are scheduled to compete in have a high likelihood of being postponed or cancelled.

2.3 Administration

Memberships

There has been a total of 452 new memberships processed since the last report. Centres have been contacted to supply updated membership details especially with the NTC approaching.

Table 1 - Summary of memberships by Category:

| Category | Number of Members | Change since last month |
|--------------------|--------------------------|--------------------------------|
| Adult | 220 | 205 |
| Grand Senior | 115 | 113 |
| Junior | 38 | 35 |
| Senior | 88 | 84 |
| Youth | 15 | 15 |
| Grand Total | 476 | 452 |

Correspondence

- Tenpintec March
- World Bowling and QubicaAMF Work to Form a New Partnership.
- World Bowling Youth Championships Newsletter 1.
- 55th QubicaAMF Bowling World Cup, Palembang, Indonesia.
- Request to supply letter for funding for Manukau members travelling overseas.
- Stephen Penney Employee letter for a Lower Hutt bowler to support being overseas for tournaments.

Other

- Still waiting on two centres to provide signed Sponsor Centre Agreements.
- Preparations to find a suitable venue for the 2020 AGM have begun.

2.4 Technical

All sponsored centres sanctioned except for the new sponsored centres.

We have two new qualified TBNZ Inc. Lane Certifiers;

- Adrian Wilson from Hastings, his certificate was presented at the 55+ tournament on Friday 28th February 2020 by Shorty Madeley; and
- Blake Brooks from Manukau, his certificate was presented by Craig Nevatt at the Manukau Open Tournament on 14/03/2020.

Well done both.

2.5 NZ Drug Free

- Ian will arrange the distribution of over 100 Drug Free sport booklets to athletes.
- Ian is currently working with Terry Mustchin (Manager of the team going to the Australian Senior Team Challenge in August) to provide an update on the number of team members who have completed the online course.

2.6 Tournament

- The Open Nationals entry form is out.
- Senior entries are similar to previous years.
- The Covid-19 situation is being monitored closely with regards to impact on NTC. There are 96 bowlers registered which is under the NZ Health criterion of gatherings of no more than 100. There are only two occasions during the tournament where all bowlers would be together at once.

2.7 Tournament and Web Support

- Have been working on the NTC and scoring system ; and
- Checking NTC members for TBNZ membership validity with some follow ups required.

2.8 Rankings

- An update will be made to the Junior rankings to fix an error that has been discovered.
- Next update will be after the NTC as Jim is unavailable.
- Jim to relook at how number of events participated in based on the different nuances of some events e.g. Tauranga classic

2.9 Media

Apologies from Roger who was out of the country.

2.10 Education

New Coaches

USBC Level 1 - TBNZ / TBA

Congratulations to the following students that have passed their USBC Level 1 Coach Certificate. They are all students from North City Tenpin, Porirua.

- Allison Haynes
- Samara Nee Nee
- Karl Nonu-Reay
- Luke Clark-Grayling

Congratulations to Suzanne Howell from Manukau

USBC Bronze TBNZ/TBA

Kerrie Dee from Strike Lower Hutt has achieved her Bronze Level Certificate. Congratulations.

Coaching the coaches

Still to finalise the procedure for running the classroom and presentations for the new Bronze Coaches

New Coach Application Forms

These forms are currently in the process of being updated to provide more clarity on what needs to be completed.

3. Other Business

3.1 Query from Mark Stretton re TBNZ Awards

Mark Stretton has suggested bringing back the badges and pins for younger bowlers rather than certificates. The cost of the header badges in the past have been prohibitive.

Further discussions to be held with Cosgrave to get some estimates.



Cosgrave estimates for Badges and Pins

Follow up with Cosgrave on costs and minimum orders for badges and pins. Mayer&Toye in Wgtn would charge \$200 for a mould and then \$10 per header badge.

Due Date: 30 Apr 2020
Owner: Pete Richardson

3.2 Sponsor Centre Agreements not returned

Two centres require follow up on returning signed Centre Agreements. To be referred to Craig if no response received.

3.3 Planning for the future

Stephen has suggested that we dedicate some time to focus on planning for the future. Consensus was a slot will be allocated at our next meeting to throw some ideas around.

3.4 Del Warren return visit

Discussions are being held with Del Warren to hold another camp in NZ. Stephen will discuss further with Ivena as the education officer.

3.5 AGM Preparation

- Work is underway to think about a venue in Auckland for the AGM. Thanks to Stephen and Sarah for offering support
- Whether there is an ability to stream this will also depend on the venue's WIFI performance.

4. Actions from Previous Meetings

4.1 Review Action Item List

| Due Date | Action Title | Owner |
|-----------------|--|--------------|
| 30 Apr 2020 | Live streaming of the AGM to be investigated Status: In Progress | Ian Klein |

| Due Date | Action Title | Owner |
|-----------------|--|-------------------|
| 30 Apr 2020 | Implement a process for Anti-Doping compliance within NZ Status: On Hold | Ian Klein |
| 30 Apr 2020 | Ian to record who has completed necessary course / paperwork for NZ squads Status: On Hold | Ian Klein |
| 31 May 2020 | Committee to work on documenting process and processes s for future proofing Status: In Progress | Vanessa Tomlinson |
| 31 May 2020 | Health and Safety review to be done detailing NZ legislation Status: In Progress | Ivena Heald |
| 8 Jun 2020 | Funding request for next batch of medals through Infinity Status: On Hold | Jim Roberts |

5. Close Meeting

5.1 Close the meeting

Next meeting: TBNZ Management meeting - April - 19 Apr 2020, 7:30 PM

New Actions raised in this meeting

| Item | Action Title | Owner |
|-------------|--|-----------------|
| 3.1 | Cosgrave estimates for Badges and Pins Due Date: 30 Apr 2020 | Pete Richardson |

Signature: _____

Date: _____