

CONFIRMED MINUTES

TBNZ BOARD MEETING



At the **TBNZ Board Meeting on 15 Dec 2020** these minutes were confirmed as presented.

Name:	Tenpin Bowling New Zealand
Date:	Sunday, 15 November 2020
Time:	11:30 am to 1:30 pm
Location:	Zoom or Audio Call In, Nationwide
Board Members:	David Davies (Chair), Chris Haynes, Julieanne Mollet, Keith Rankin
Attendees:	Ian Klein

1. Opening Meeting

1.1 Confirm Minutes

TBNZ Board Meeting 20 September 20 Sep 2020, the minutes were confirmed as presented.

TBNZ Board Meeting 23 Aug 2020, the minutes were confirmed as presented.



Adding a Note of further explanation to the 20 September 2020 Minutes about 2.1 Bank Authorisations

The meeting agreed to the following changes to the authorities held at Westpac

Signing Authorities

Remove: Colwyn Nevatt, Ivena Heald and Vanessa Tomlinson

Add: David Davies and Jim Roberts

Beneficial Owners

Remove: Allison Haynes, Anthony Lunn, Colwyn Nevatt, Pete Richardson

Add: David Davies, Julieanne Mollet and Keith Rankin

Business Online

Remove: Allison Haynes, Colwyn Nevatt and Ivena Heald

Add: Julieanne Mollet as authoriser

Decision Date: 15 Nov 2020

Mover: Keith Rankin

Seconded: David Davies

Outcome: Approved



Approve Minutes

Approve Minutes

Decision Date: 15 Nov 2020

Mover: Keith Rankin

Seconded: Chris Haynes

Outcome: Approved

1.2 Appoint Chairperson



Appoint David Davies as Chairperson

Appoint David Davies as Chairperson

Decision Date: 15 Nov 2020
Mover: Keith Rankin
Seconder: Julieanne Mollet
Outcome: Approved

2. Actions from Previous Meetings

2.1 Action Item List

Due Date	Action Title	Owner
31 Aug 2020	Chris to contact possible Coach Convenyor Status: Completed on 14 Nov 2020	Chris Haynes
30 Nov 2020	Update the TBNZ Structure document and distribute to the Board.15... Status: In Progress	Julieanne Mollet
31 Dec 2020	Technical Manager Status: In Progress	Keith Rankin
31 Dec 2020	Prize fund equality Status: Completed on 14 Nov 2020	Chris Haynes
31 Dec 2020	Approach Christchurch about tournament suggestion Status: On Hold	David Davies
31 Dec 2020	Develop Board Protocols Status: In Progress	David Davies

3. Finance

3.1 Discuss and approve financial documents from Jim



Approve Financial Report and 2021 budget

Approve Financial Report to 30 September 2020 and 2021 budget

Decision Date: 15 Nov 2020
Mover: Keith Rankin
Seconder: Julieanne Mollet
Outcome: Approved

Discussion about the budgeted TBNZ Sponsor Centre payments options due to COVID-19. This discussion moved to item 6.1 in the agenda.

4. String Pin Centres

4.1 Approve certification of string pin centres, as per IBF regulations



Have discussion with Technical Manager and TBA

Discussion needed with Technical Manager with changes needed to TBNZ rules and sanctioning requirements before TBNZ can approve certification of a sponsor centre with string pin machines

Contact TBA and determine how they deal with the differences.

Due Date: 28 Feb 2021

Owner: David Davies

5. Coaching Committee

5.1 Approve Rob Pollock as committee convenor, and Josie added to the committee



Coaching Convenor

Appoint Rob Pollock as coaching convenor and add Josie Adams to the Coaching Sub Committee

Decision Date: 15 Nov 2020

Mover: Chris Haynes

Seconder: Julieanne Mollet

Outcome: Approved

6. Centre Volunteers - Nationals Events

6.1 Discuss Centre Volunteer suggestion

The biggest weakness of TBNZ is the lack of people to assist with the running of the organisation.

A suggestion was made that perhaps TBNZ Sponsor centres could provide some hours of time supplied by their staff members to offset some of the Sponsor Centre fee.

These people would not be decision makers but rather an administration or logistical resource to get some of the necessary TBNZ tasks completed.



Feedback from the Centres

Ask the centres about using centre staff to assist with TBNZ tasks in lieu of payment of some of their sponsor centre fees

Due Date: 30 Nov 2020

Owner: Chris Haynes

6.2 Lessons from Nationals

Discuss feedback received from recent TBNZ National events.

Late finish to Saturday bowling at Open Nationals was mostly due to the introduction of the Double Jump Rule.

Feedback to be passed to the Tournament Committee to ensure there is a review and necessary changes are implemented.



Contact Tournament Committee

Julieanne to contact tournament committee with feedback and comments

Due Date: 30 Nov 2020

Owner: Julieanne Mollet

7. Overseas Tournaments

7.1 Approve overseas tournaments list for 2021

2021 Australian tournaments are still pending the Australia / New Zealand travel bubble.

Other international tournaments are unlikely to be approved for New Zealand teams until 2022

TBNZ have already made the decision that we will not be sending any team to international events prior to 31 March 2021.

A review of this decision is scheduled for the December 2020 board meeting

There is a constant review of COVID-19 restrictions and quarantine requirements for international travel.



Overseas tournaments

Review current restriction of overseas tournaments to be extended if required.

Due Date: 31 Dec 2020

Owner: David Davies

8. TBNZ - TBA - USBC Coaching Program Ambassador Agreement

8.1 Review Agreement from TBA, discuss and approve.



Sign and return agreement with TBA

Ask TBA for the document to be updated to change physical address on the agreement to current TBNZ address.

Once that is done it can be signed by David and returned (with payment) to TBA.

Due Date: 30 Nov 2020

Owner: David Davies

9. ABF General Assembly

9.1 Discuss ABF General Assembly meeting document



Follow up with ABF

David to follow up with ABF regarding TBNZ involvement with Asian Zone tournaments

Due Date: 30 Nov 2020

Owner: David Davies

TBNZ is now in the Oceania Zone so there is no requirement for a TBNZ representative to attend the ABF General Assembly being held virtually on 15 February 2021.

David to follow up with ABF to ensure that TBNZ are still included in the Asian Zone tournaments in the future.

10. Additional Board Members

10.1 Start thinking about who could be shoulder-tapped to join the Board



Facebook Post

Create Facebook post and send to Roger

Due Date: 30 Nov 2020

Owner: Julieanne Mollet

All to think about new people to ask about joining board and management team.

A Facebook post to be created to promote involvement in TBNZ leadership.

11. Close Meeting

11.1 Close the meeting

Next meeting: TBNZ Board Meeting - 15 Dec 2020, 8:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
4.1	Have discussion with Technical Manager and TBA Due Date: 28 Feb 2021	David Davies
6.1	Feedback from the Centres Due Date: 30 Nov 2020	Chris Haynes
6.2	Contact Tournamnet Committee Due Date: 30 Nov 2020	Julieanne Mollet
7.1	Overseas tournaments Due Date: 31 Dec 2020	David Davies
8.1	Sign and return agreement with TBA Due Date: 30 Nov 2020	David Davies
9.1	Follow up with ABF Due Date: 30 Nov 2020	David Davies
10.1	Facebook Post Due Date: 30 Nov 2020	Julieanne Mollet

Signature: _____

Date: _____