

CONFIRMED MINUTES

TBNZ MANAGEMENT MEETING - APRIL



At the **TBNZ mtg for May** on **17 May 2020** these minutes were **confirmed as presented**.

Name:	TBNZ Management Team
Date:	Sunday, 19 April 2020
Time:	7:30 PM to 9:00 PM
Location:	Zoom ID 790 849 4499, https://zoom.us/
Committee Members:	Ian Klein, Ivena Heald, Jim Roberts, Pete Richardson, Roger Tucker, Shorty Madeley, Vanessa Tomlinson
Attendees:	Stephen Penney

1. Opening Meeting

1.1 Matters arising from the minutes

No matters arising.

1.2 Minutes from last meeting

TBNZ Management Meeting - March 2020 15 Mar 2020, the minutes were confirmed as presented.



Minutes moved.

Minutes accepted.

Decision Date:	19 Apr 2020
Mover:	Vanessa Tomlinson
Seconder:	Ian Klein
Outcome:	Approved

2. Managements Reports and Updates

2.1 Finance

Bank Balances

The total bank balance was \$72,708 as at 31 March 2020 consisting of:

- Current Account \$36,403
- Squad Trust Account \$1,343
- Online Saver Account \$34,963.

Debtors

Total at 31 March 2020 was \$1,185 of which \$380 was current and \$805 one month.

Sponsor Centre Fees

Advised of the Board of Directors decision to reduce the sponsor centre fees to \$10 per lane plus GST for 2020. Credit notes have been issued to those centres who were invoiced for the full year and refunds for those who have already paid the full year fee are being actioned. As of this report four centres have not paid and make up the bulk of the outstanding debtors.

Tournaments

- The current account balance above includes the following amounts being held for TBNZ tournaments that have been postponed: -
- NTC \$9,600 – Total entry fees paid was \$10,800 of which \$1,200 was refunded to one team at their request
- Senior Nationals \$5,555 – This is the total entry fees paid as no requests have been received for refunds
- Open Nationals \$240 – Total entry fees paid was \$682.50 of which \$442.50 was refunded at bowlers request 5.

Payments

A list of payments for March 2020 has been circulated.

WCBA Grant Refund for NTC

Ian and Jim to arrange the return of the grant funds that WCBA received towards the NTC team costs.



Return of WCBA Grant for NTC

Can Jim refund the Trust directly or does the refund need to be returned to WCBA who then returns it to the trust.

Due Date: 24 Apr 2020

Owner: Ian Klein

2.2 Squad Manager Update / Board

With the impact of COVID-19 across the world it's now been confirmed that a number of international tournaments have been moved to 2021. They are:

- **2020 World Youth Championships** scheduled to be held in September in Lima, Peru is cancelled. By end of June 2020 there is expected to be an announcement on whether a combined World Youth & Junior Championships to be held at the end of June 2021 in Sweden is viable.
- **2020 QubicaAMF Bowling World Cup and ParaBowling World Cup** scheduled for November 2020 in Kuwait will now move to March 2021 in Kuwait.
- **2021 World Junior Championships** will be held in Helsingborg, Sweden on June 26th to July 4th. Update to follow in regard to the creation of a combined event to include Youth.
- **2021 World Combined Championships** scheduled for October 2021 in Kuwait will now move to October 2022 in Kuwait. The World Games will take place in July 2022. Criterion

on the qualification extension for both World Combined and The World Games will be provided in due course.

- **2021 World Senior Championships** will be held in November 2021 accompanied with the World Bowling Congress. Venue will be announced by the end of June 2020.

2.3 Administration

Memberships

Memberships have begun to slowly trickle in from the centres in the lead up to the NTC. The negative change in the Senior Membership is a result of reclassifying the information that was initially supplied based on the DOB. The aim is to chase up any outstanding memberships when centres resume normal business.

Category	Nbr	Change
Adult	233	13
Grand Senior	121	6
Junior	51	13
Senior	103	-4
Youth	18	0
	526	50

Correspondence

- COVID-19 Impact - Event Portfolio - Update
- Active - Auckland Sport & Recreation Task force COVID-19 Update, 15 April 2020
- Demise of Mr Alex Lim Executive Committee Member - General Asian Bowling Federation
- Active - Auckland Sport & Recreation Task Force COVID-19 Update, 31 March 2020
- Tenpintec - April 2020
- Update - Para Bowling and World Bowling tournaments from CEO World Bowling
- Grassroots Trust Applications Closed.

2.4 Technical

Nothing to report or update.

2.5 NZ Drug Free

Nothing to report.

2.6 Tournament

Tournaments currently on hold. Nothing else of note to report until bowling resumes.

2.7 Tournament and Web Support

- David Davies has proposed a redesign to the TBNZ Website to show drop downs. Ian in the process of reviewing.
- Chris Haynes has someone currently writing a phone app to assist with checking in people at tournaments that may be of interest to TBNZ. Ian is currently investigating.



Review of Website and use of drop downs

Ian to review whether it's timely to update the website and move to drop downs menus.

Due Date: 17 May 2020

Owner: Ian Klein



Phone App for checking in people at Tournaments

Ian to review an email from Chris Haynes.

Due Date: 17 May 2020

Owner: Ian Klein

2.8 Rankings

Adjustment made for the Tauranga Classic as reported in the last minutes.

Otherwise the rankings are completely up to date until tournaments resume.

2.9 Media

To help bowlers keep their skills up while in lock down there have been training drills/skills posted on the facebook page that bowlers can try at home.

Otherwise media wise it's been very quiet.

2.10 Education

Coaches Register

TBNZ Coaches Register has been updated and will be posted online by Ian.

Coach Application Forms

For aspiring new Coaches. Some work instructions have been posted online with the Application Forms. The problem is that information has been coming from the Applicants in dribs and drabs and they ALL need to be sent together and an electronic receipt of payment for faster processing.

There will be some slight updates on the Application Forms for aspiring coach clarification.

Updates will be sent for online update.

Coaching Bronze Course

There will be an Online Zoom Bronze Course for 5 Students in the Wellington Region as a pilot program during the Covid-19 pandemic.

Craig has been informed and Chris Haynes, as it is for his staff. Both have offered valid recommendations for this and most will be done.

After the online program, there will be a 1 Day Course to run the On-Lane Coaching for the Students and a summary for the modules already Zoomed. Plus Q&A.

The aim is to complete this by end of May 2020 depending on the Coaches and how well we track with using the Zoom program.



Identifying Current Coaches

The current coaches register needs updating to show current practicing coaches.

Ivena to follow up with Registered Coaches on their Active status.

Due Date: 30 Jun 2020

Owner: Vanessa Tomlinson

2.11 TBNZ Proposed Structure Changes

A draft TBNZ structure was presented by Stephen on behalf of the board. A question and answer session was held and Stephen will report back to the Board on Sunday the management teams support.

3. Other Business

3.1 Restarting leagues after lock down

Before league bowling resumes a couple of centres have sought clarification/advice on how to run leagues competitions till the end of the year. TBNZ supports all centres in working with league committees and bowlers on what suits their league the best, provided it is within the TBNZ playing rules.

3.2 Aktive NZ online seminars (part of Sports NZ)

Ian has attend several informal seminars run by Aktive - Auckland Sport & Recreation Task force. It includes Sports NZ, Auckland Council, Gaming Machine Assoc of NZ and other sector leaders. The intention of the sessions is to provide information to clubs, codes and organisations on being equipped to respond to the impact of CONVI-19.

A brief update from Ian reports that it's been fun and provided insight in to funding and how that works etc. An A-Z chart of all sports in Auckland has been sent out for propagation. It has headings such as Membership Retention, Coaching, Social Media, Organisation Web Address.

Ian to circulate to the team for review.

3.3 Postponed AGM options

Question was raised on when or by what means an AGM could be held.



Stephen follow up with board on AGM post COVID-19 lock down

Stephen to discuss with Board at next meeting this coming Sunday.

Due Date: 17 May 2020

Owner: Stephen Penney



AGM delay and recommendations from Company office

Ness to follow up recommendations for dealing with delay to holding AGM and implications.

Due Date: 17 May 2020

Owner: Vanessa Tomlinson

3.4 Para Olympic Liaison

Stephen has spoken with Zane Carlson who is happy to be TBNZ's liaison point with the NZ Para Olympic Committee and what may be happening in this area for Tenpin Bowling.

4. Actions from Previous Meetings

4.1 Review Action Item List

Due Date	Action Title	Owner
31 May 2020	Health and Safety review to be done detailing NZ legislation Status: In Progress	Ivena Heald

5. Close Meeting

5.1 Close the meeting

Next meeting: TBNZ mtg for May - 17 May 2020, 7:30 PM

Signature: _____

Date: _____