

CONFIRMED MINUTES

TBNZ MANAGEMENT MEETING FOR MAY 20



At the **TBNZ Management team meeting** on **14 Jun 2020** these minutes were **confirmed as presented**.

Name:	TBNZ Management Team
Date:	Sunday, 17 May 2020
Time:	7:30 PM to 8:23 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

1. Opening Meeting

1.1 Matters arising from the minutes

No matters arising.

1.2 Minutes from last meeting

TBNZ Management meeting - April 19 Apr 2020, the minutes were confirmed as presented.



Minutes accepted as true and correct.

Minutes accepted as true and correct.

Decision Date:	17 May 2020
Mover:	Ian Klein
Seconder:	Pete Richardson
Outcome:	Approved

2. Managements Reports and Updates

2.1 Finance

Bank Balances

The total bank balance was \$64,311 as at 30 April 2020 consisting of:

- Current account \$28,004
- Squad Trust Account \$1,343
- Online Saver Account \$34,964.

Debtors

As at 30 April 2020 there were none.

Sponsor Centre Fees

Refunds have been made to those centres who paid their full year in advance and the remaining centres who were outstanding have paid the reduced fees.

Tournaments

The amount being held for Senior and Open Nationals entry fees remain unchanged from last months report. All entry fees received for NTC tournament have been refunded.

2.2 Administration

Memberships

There has been a total of 133 new memberships processed since the last report. The latest figures below now include Invercargill. Christchurch has also been received and will be processed in due course. Now that we are at Alert 2 and centres have reopened, i'll reach out to the remaining Sponsor Centres to get their current membership details.

Row Labels	Count of Lifetime #	Change
Adult	268	48
Grand Senior	140	25
Junior	55	17
Senior	127	39
Youth	19	4
Grand Total	609	133

Correspondence

- IDMe Contactless Attendance Register App for NZ Sport
- Tenpintec May 2020
- Belinda Moore Strategic Membership Solutions
- IDme Contact Tracing Register for sports organisations
- AuSAE NZ Tourism link
- The Story of the Bowling Pro-Motion Tour Since 2010
- Invercargill Memberships
- Christchurch Memberships

2.3 Technical

Nothing to report.

2.4 NZ Drug Free

DFNZ have developed a new e-learning course called Clean Sport 101 for club level, age group, aspiring athletes and students of the sport that have not received anti-doping education before. It takes 15 minutes to complete. This would be a good introduction for bowlers representing their regions.

The more in-depth Level 1 course is aimed at our NZ Representatives.



Post link to TBNZ website for Clean Sport 101 course

Post relevant link to website for people to access along with Roger info on Facebook page.

Due Date: 29 May 2020

Owner: Ian Klein

2.5 Tournament

There has been plenty of work going on behind the scenes in preparation for a return to the sport in the near future. The Tournament Committee and Pete have managed to complete the following:

- Restructure of the rules and the squad schedule for the Senior Nationals & the Open Nationals. These will now be held on 23-26 October & 30 October - 1 November respectively. The Senior Nationals will now be held in place of the Senior Teams, which were scheduled for Labour Day weekend in Hastings. Pins Lincoln will continue to host the Open Nationals for 2020. Tenpin Tauranga will be able to hold the Senior Nationals in 2021, with Hastings scheduled to host the NSTC next year.

In anticipation that tournament calendar would be able to restart in early August, a number of events had to be rescheduled or cancelled. As there are and were only a limited number of weekends to complete this task. Pete has managed to contact all centres, to either reconfirm their event(s) or advise if they are to be cancelled this year.

- Cancelled events are:
 - Waitakere Masters
 - Hawkes Bay Open
 - TBNZ Senior Teams
 - TBNZ National Teams
- Postponed but are to be rescheduled:
 - Waitakere Youth Cup, and
 - Hutt Valley Open.
- The Kapiti Youth Cup and Kapiti Classic will now be combined together in mid November.

With a revised calendar now available, there is now the unique scenario of all our National Championships being held in October. This may be a challenging time to organize, especially with entry allocation and payments. All measures will be taken to ensure this happens smoothly. Pete has proactively been contacting all those who had previously entered the Senior Nationals. This has been done via messenger or email, to check their intention to still compete or not. At this point 95% of bowlers have recommitted to attending the tournament.

As the Open Nationals information had just been released prior to the Covid 19 lock-down, entries were not very many. All participants will be required to re-enter as squads times have changed from the original document. The Youth Nationals information will be available shortly.

Pete would like to thank his fellow Tournament Committee members for their efforts in accomplishing these tasks. Along with the support of the Centre Managers & Proprietors and the assistance of the Board too during this process.

Let's get back on the lanes.

2.6 Tournament and Web Support

To make everyone aware the NZ Incorporated Society act is being changed and will require all bowlers to have given their consent to be a TBNZ member. The Board are working through the logistics of this and will advise us in due course.

2.7 Rankings

Ranking changes will resume when tournaments resume.

2.8 Media

It's been very quiet on the Media front other than posting 3 videos for bowlers to follow if they wanted to keep their skills up at home and directives from the board.

2.9 Education

In response to the TBNZ Strategic Plan for TBNZ for the year ending 31/12 emails have been sent out to the Coaches this morning seeking reassurance on whether they will continue to actively coach.

They have been split up into three groups:

- Level 1 - 18 coaches
- Bronze - 20 coaches
- Silver - 8 coaches.

It was noted that some of the email address were obsolete and this will be addressed as the Coach's Register is updated in due course. Replies are being received to the emails sent out.

3. Other Business

3.1 Dates and prep for AGM

The board are working through holding the AGM online via zoom. Date to be confirmed taking into account the required time for submitting remits and publishing information.

4. Actions from Previous Meetings

4.1 Review Action Item List

Due Date	Action Title	Owner
17 May 2020	Phone App for checking in people at Tournaments Status: On Hold	Ian Klein
22 May 2020	AGM delay and recommendations from Company office Status: In Progress	Vanessa Tomlinson
31 May 2020	Health and Safety review to be done detailing NZ legislation Status: In Progress	Ivena Heald
30 Jun 2020	Committee to work on documenting process and procedures for future proofing Status: In Progress	Vanessa Tomlinson
30 Jun 2020	Identifying Current Coaches Status: In Progress	Ivena Heald
31 Jul 2020	Cosgrave estimates for Badges and Pins Status: In Progress	Pete Richardson
30 Sep 2020	Implement a process for Anti-Doping compliance within NZ Status: On Hold	Ian Klein
30 Sep 2020	Ian to record who has completed necessary course / paperwork for NZ squads Status: On Hold	Ian Klein

5. Close Meeting

5.1 Close the meeting

Next meeting: TBNZ Management team meeting - 14 Jun 2020, 7:30 PM

Signature: _____

Date: _____