

MINUTES (in Review)

TBNZ MANAGEMENT TEAM MEETING



Name:	TBNZ Management Team
Date:	Sunday, 6 December 2020
Time:	7:00 pm to 8:35 pm
Location:	Zoom online mtg, Zoom
Committee Members:	Ian Klein, Ivena Heald, Jim Roberts, Josie Adams, Roger Tucker, Shorty Madeley
Apologies:	Pete Richardson

1. Opening Meeting

1.1 Minutes from last meeting

TBNZ Management Team Meeting 18 Oct 2020, the minutes were confirmed as presented.



Approved

Approved

Decision Date: 6 Dec 2020
Mover: Shorty Madeley
Seconder: Josie Adams
Outcome: Approved

1.2 Matters arising from the minutes

None

2. Managements Reports and Updates

2.1 Finance

Budget circulated and approved by the board.

Advice from Westpac that 25th June 2021 they will not be accepting or processing cheques.

Tournament Rules should state that payment can not be made by cheque.

Current Account \$16,418

Squad Trust Account \$1,343

Online Saver Account \$34,974



Approved

Approved

Decision Date: 6 Dec 2020
Mover: Jim Roberts
Seconder: Shorty Madeley

Outcome: Approved

2.2 Administration



Send out Sponsor Centres agreements

Send out Sponsor Centres agreements

Due Date: 31 Jan 2021

Owner: Ian Klein

1,628 Registered members in 2020

2.3 Technical

So far only one centre has completed sanctioning for 2021. North City Tenpin. Hastings bowling centre will be sanctioning mid-December.

2.4 NZ Drug Free

Drug Free Sport NZ – Anti-doping Policy and directions towards the website for Education for TBNZ Members has been completed.

This has been implemented into the Coaching Program for All Coaches on the Website as a TBNZ Required Education Program

2.5 Tournament

Nothing to Report for Pete.



Medals for National Tournaments

Get two competitive quotes for medals and apply for funding

Due Date: 31 Dec 2020

Owner: Jim Roberts



Get Chris to select 3 patterns for the NTC.

These to be sent to Graeme Rose for final selection of the pattern to be used.

Due Date: 31 Dec 2020

Owner: Roger Tucker

2.6 Tournament and Web Support

Exactmetrics plugin added to TBNZ web site to allow some statistics to be gathered.

New or Returning Visitors.

Pages being viewed.

2.7 Rankings

Rankings are up to date as at Hawkes Bay Champs.

Auckland Classic running this weekend.

Last tournament is Tauranga Classic.

Ranking Policy needs to be reviewed and the wording made consistent.

This work to be done over Christmas and New Year period.

2.8 Media

Not a lot to report.

Asking the centres to report on the own tournaments



Get list of centres that have Facebook access to write their own reports

Centres able to write their own tournament reports

Pins Lincoln

North City Tenpin

Tenpin Tauranga

Due Date: 11 Dec 2020

Owner: Ian Klein



Present Lane Cerifiier certificate to Chris Haynes

Presented Lane Ceritifier certificate to Chris Haynes on Monday 7th December

Due Date: 31 Dec 2020

Owner: Ian Klein

2.9 Education



Draw up a mock up of what the coaching section should look like

Draw up a mock up of what the coaching section should look like

Due Date: 31 Dec 2020

Owner: Ivena Heald



Get all coaches accredited to the TBA system

Contact all existing coaches to apply for their Coaching Accreditation.

Due Date: 31 Mar 2021

Owner: Ivena Heald

3. General Business

3.1 Update National Squads



Update National Squads on TBNZ Web Page after the rankings are co...

Update National Squads on TBNZ Web Page after the rankings are completed at the end of the calendar year

Due Date: 31 Dec 2020

Owner: Ian Klein

4. Other Business

5. Actions from Previous Meetings

5.1 Review Action Item List

Due Date	Action Title	Owner
31 Oct 2020	NZ Police Vetting Status: Completed on 23 Oct 2020	Josie Adams
30 Nov 2020	Health and Safety review to be done detailing NZ legislation Status: In Progress	Ivena Heald
30 Nov 2020	Cosgrave estimates for Badges and Pins Status: In Progress	Vanessa Tomlinson
30 Nov 2020	Redesign Coaching page on TBNZ Web site Status: Completed on 6 Dec 2020	Ivena Heald
31 Mar 2021	Ian to record who has completed necessary course / paperwork for NZ squads Status: On Hold	Ian Klein

6. Close Meeting

6.1 Close the meeting

Next meeting: TBNZ Management Team - 21 Feb 2021, 7:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
2.2	Send out Sponsor Centres agreements Due Date: 31 Jan 2021	Ian Klein
2.5	Medals for National Tournaments Due Date: 31 Dec 2020	Jim Roberts
2.5	Get Chris to select 3 patterns for the NTC. Due Date: 31 Dec 2020	Roger Tucker
2.8	Get list of centres that have Facebook access to write their own reports Due Date: 11 Dec 2020	Ian Klein
2.8	Present Lane Cerifier certificate to Chris Haynes Due Date: 31 Dec 2020	Ian Klein
2.9	Draw up a mock up of what the coaching section should look like Due Date: 31 Dec 2020	Ivena Heald
2.9	Get all coaches accredited to the TBA system Due Date: 31 Mar 2021	Ivena Heald
3.1	Update National Squads on TBNZ Web Page after the rankings are co... Due Date: 31 Dec 2020	Ian Klein

Signature: _____

Date: _____