

CONFIRMED MINUTES

TBNZ BOARD MEETING



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

Name:	Tenpin Bowling New Zealand
Date:	Sunday, 23 August 2020
Time:	9:30 am to 11:30 am
Location:	Drumm Nevatt & Associates Limited, 69 Ridge Road, Howick, Auckland
Board Members:	David Davies (Chair), Julieanne Mollet, Keith Rankin, Chris Haynes
Attendees:	Craig Nevatt, Ian Klein

1. Opening Meeting

1.1 Confirm Minutes

TBNZ Board Meeting 9 May 2020, the minutes were confirmed as presented.



Approve Minutes

Meeting minutes approved as read

Decision Date:	23 Aug 2020
Mover:	Keith Rankin
Seconder:	Julieanne Mollet
Outcome:	Approved

Welcome to Chris Haynes to his first TBNZ Board Meeting

2. Actions from Previous Meetings

2.1 Action Item List

Due Date	Action Title	Owner
11 May 2020	Create Document Status: Completed on 11 May 2020	David Davies
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. Strategic Planning

3.1 Constitution Review

Discussion about members eligible to be Board members in recommended changes. This is too restrictive and we need to ensure that we are not excluding members who would add value to the sport.

Proposed to change the definition of Proprietor and reword suggestions 5.5 and 13.1j



Change definition of Proprietor in the constitution

Moved that the Definition of Proprietor be changed from
"PROPRIETOR: means an owner or manager or director of a Sponsor Centre of TBNZ"

to

"PROPRIETOR: means an owner or manager or director of a Bowling Centre or industry related business"

Decision Date: 23 Aug 2020

Mover: Craig Nevatt

Seconder: Chris Haynes

Outcome: Approved



Reword change 5.5 in the constitution

Moved that proposed change clause 5.5 be amended from

"Where a person is both a TBNZ member and a proprietor, he/she can only be nominated for the Proprietor member to the Board"

to

"A maximum of one Proprietor can be elected by the general membership to be a TBNZ Board member under clause 5.2"

Decision Date: 23 Aug 2020

Mover: Julieanne Mollet

Seconder: David Davies

Outcome: Approved



Reword change 13.1j in constitution

Moved that proposed change clause 13.1j be amended from

"If the Proprietor member to the Board cease to be an owner or manager or director of a Sponsor Centre of TBNZ"

to

"If the Proprietor member to the Board ceases to be a Proprietor."

Decision Date: 23 Aug 2020

Mover: Craig Nevatt

Seconder: Chris Haynes

Outcome: Approved

The original summary of changes and the amendments (with reasons why) to be submitted to the members.

3.2 Management Team Restructure

Further discussion about the proposed structure of the TBNZ and the members to fill the positions.



Update the TBNZ Structure document and distribute to the Board

Update the TBNZ Structure document and distribute to the Board

Due Date: 30 Nov 2020
Owner: Julieanne Mollet

4. Operational

4.1 Approval of 2019 Financial Statements



Approve 2019 Financial Statements

Approve 2019 Financial Statements and submit to the members at the AGM

Decision Date: 23 Aug 2020
Mover: Craig Nevatt
Seconder: Keith Rankin
Outcome: Approved

4.2 Finance Report



Approve Financial Report to June 2020

Approved

Decision Date: 23 Aug 2020
Mover: Craig Nevatt
Seconder: Julieanne Mollet
Outcome: Approved

4.3 Coaching Development Support

A framework needs to be created for consistency around TBNZ assisting with coaching development expenses.

The framework would include limits on the total expense, percentage of expenses paid and frequency.

Once the framework is created a process would review requests on a case by case basis. This work would initially be done by the Coaching Convenor. There would need to be a value proposition for impact on the TBNZ membership. Knowledge gained should be fed back to the greater bowling community. The Board will consider the effect on high performance, general development and geographical reach while evaluation each case.

TBNZ agrees in principle but requests coaches to provide more feedback and possible business case to show value.



Obtain from information and feedback from Jason

Craig to talk to Jason Waters for additional information

Spoken to Jason about this, and he understands the situation and the desire to have a policy. We need to delegate someone on the Board to write the policy in the first instance and then run it passed the coaching committee.

Due Date: 31 Aug 2020
Owner: Craig Nevatt



Chris to contact possible Coach Convenor

Chris to contact possible Coach Convenor

Due Date: 31 Aug 2020
Owner: Chris Haynes

4.4 TBNZ Tournaments

The meeting discussed discounting fees for this year's National tournaments. As entry forms are all published and bowlers have already entered and paid this is impractical.

To be reviewed for 2021 tournaments if the COVID economic impact is still being felt in New Zealand

4.5 Annual General Meeting

AGM will be held electronically and participants must have pre-registered to attend.

An administrator will be needed to control the Zoom meeting, mute and un-mute speakers and control voting, etc

A test meeting will be held.

A Notice of meeting will be published after a successful test

Current proposed date and time is Sunday 11th October at 2:00PM

4.6 World Bowling Congress



Reply to World Congress that a New Zealand representative will be...

Reply to World Congress that a New Zealand representative will be attending

Due Date: 28 Aug 2020
Owner: Ian Klein

TBNZ will attend this Extra Ordinary Congress. David Davies volunteered if needed to attend as the meeting starts at 02:00 AM

4.7 Sport NZ Community Resilience Fund

TBNZ have not been sufficiently financially impacted by COVID to allow us to apply for funding.

It was suggested that this information is passed to the Regional Associations who may be able to apply



Send information about Community Resilience Fund to Regional Asso...

Send information about Community Resilience Fund to Regional Associations, the TBNZ web site and Facebook

Due Date: 28 Aug 2020
Owner: Ian Klein

4.8 Bowling.nz

The Board do not see any value is pursuing this domain name.

4.9 Covid-19



Extend date on prohibition of New Zealand Teams traveling overseas

Moved that TBNZ will not be sending teams overseas until at least 31 March 2021

Decision Date: 23 Aug 2020
Mover: Craig Nevatt
Seconder: David Davies
Outcome: Approved

Constant review of all tournaments and rankings to be done due to possible COVID restrictions



Add COVID note back to TBNZ web site

Re-add COVID note to TBNZ main web page and tournament web page

Due Date: 28 Aug 2020
Owner: Ian Klein

5. Close Meeting

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

New Actions raised in this meeting

Item	Action Title	Owner
3.2	Update the TBNZ Structure document and distribute to the Board Due Date: 30 Nov 2020	Julieanne Mollet
4.3	Obtain from information and feedback from Jason Due Date: 31 Aug 2020	Craig Nevatt
4.3	Chris to contact possible Coach Convenyor Due Date: 31 Aug 2020	Chris Haynes
4.6	Reply to World Congress that a New Zealand representative will be... Due Date: 28 Aug 2020	Ian Klein
4.7	Send information about Community Resilience Fund to Regional Asso... Due Date: 28 Aug 2020	Ian Klein
4.9	Add COVID note back to TBNZ web site Due Date: 28 Aug 2020	Ian Klein

Signature: _____

Date: _____