

CONFIRMED MINUTES

BOARD MEETING



At the **TBNZ Board Meeting** on **11 Apr 2020** these minutes were **confirmed as presented**.

| | |
|-----------------------|--|
| Name: | Tenpin Bowling New Zealand |
| Date: | Saturday, 28 March 2020 |
| Time: | 9:30 AM to 10:45 AM |
| Location: | Drumm Nevatt & Associates Limited, 69 Ridge Road, Howick, Auckland |
| Board Members: | Craig Nevatt (Chair), David Davies, Julieanne Mollet, Keith Rankin, Stephen Penney |
| Attendees: | Ian Klein |

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting (conference call) 14 Dec 2019, the minutes were confirmed as presented.

2. Meeting Timetable

2.1 Agree Timetable for Meetings

Moved to end of meeting

3. Actions from Previous Meetings

3.1 Action Item List

| Due Date | Action Title | Owner |
|-------------|--|--------------|
| 20 Dec 2019 | Guidelines for setting TBNZ tournaments and venues to be created and circulated Status: Completed on 20 Dec 2019 | David Davies |
| 20 Dec 2019 | Strategic Plan rewording Status: Completed on 24 Dec 2019 | Craig Nevatt |
| 20 Dec 2019 | Approach candidates for tournament committee Status: Completed on 20 Dec 2019 | Craig Nevatt |
| 20 Dec 2019 | Final version of Timeframes to be sent to the Tournament Committee Status: Completed on 20 Dec 2019 | David Davies |
| 17 Jan 2020 | Forward constitution changes to Constitution review committee Status: Completed on 24 Dec 2019 | Craig Nevatt |
| 17 Jan 2020 | Youth Squad Tournaments Status: Completed on 28 Mar 2020 | David Davies |

| Due Date | Action Title | Owner |
|-------------|---|----------------|
| 24 Jan 2020 | Response to constitution review committee Status: Completed on 5 Feb 2020 | Craig Nevatt |
| 26 Apr 2020 | Technical Manager Status: In Progress | Keith Rankin |
| 30 Jun 2020 | Approach Christchurch about tournament suggestion Status: In Progress | David Davies |
| 30 Jun 2020 | Develop Board Protocols Status: In Progress | Craig Nevatt |
| 9 Nov 2020 | Administration Support Status: On Hold | Stephen Penney |
| 28 Feb 2021 | Prize fund equality Status: On Hold | Stephen Penney |

4. Finance

4.1 Finance Report



Approve Financial Report

Approve Financial Report

Decision Date: 28 Mar 2020
Mover: Julieanne Mollet
Seconder: Stephen Penney
Outcome: Approved

4.2 Sponsor Centre Fees



Moved that the sponsor centre fees for 2020 be reduced to \$10 per...

Moved that the sponsor centre fees for 2020 be reduced to \$10 per lane plus GST.

Any fees that have been paid in excess of this to be refunded as appropriate

Decision Date: 28 Mar 2020
Mover: Craig Nevatt
Seconder: Stephen Penney
Outcome: Approved



Create correspondence to the sponsor centres

Stephen to draft correspondence to the sponsor centres about the TBNZ 2020 sponsor centre fees for Craig to sign.

Due Date: 4 Apr 2020
Owner: Stephen Penney



Advise TBNZ Finance Manager (Jim) of decision

Advise TBNZ Finance Manager (Jim) of decision regarding reduction of Sponsor Centre fees for the year.

Emailed on 28 March.

Due Date: 30 Mar 2020
Owner: Craig Nevatt

5. Tournaments

5.1 Tournament Committee Feedback



Feedback to Committee

Provide feedback to Tournament committee

Email sent on 28 March.

Due Date: 4 Apr 2020

Owner: Craig Nevatt

All other centre run, TBNZ sanctioned tournaments, will need direction from TBNZ.

Planning can continue at the present time for a revamped tournament calendar for 2020, which can be announced once the Covid-19 alert level returns to level 1.

Refer to the following sections (5.2 - 5.4) for specific decisions.

5.2 TBNZ Senior Nationals



Postpone Senior Nationals

Moved that the Senior Nationals be postponed

Decision Date: 28 Mar 2020

Mover: Craig Nevatt

Seconder: David Davies

Outcome: Approved

5.3 TBNZ Open Nationals



Moved that the Open Nationals be postponed

Moved that the Open Nationals be postponed

Decision Date: 28 Mar 2020

Mover: Craig Nevatt

Seconder: David Davies

Outcome: Approved

Due to the COVID-19 Alert level and the postponement of the Open Nationals, the Annual General Meeting will also be postponed.

5.4 TBNZ Sanctioned Tournaments



TBNZ Sanctioned tournaments

All TBNZ sanctioned tournaments prior to 1 June 2020 should be postponed.

Stephen to talk to those centres affected

Decision Date: 28 Mar 2020

Mover: Craig Nevatt

Seconder: Julieanne Mollet

Outcome: Approved

6. National Teams

6.1 Asian Championships



National Teams

TBNZ will not be sending any teams to international events prior to 30 September 2020

Decision Date: 28 Mar 2020
Mover: Craig Nevatt
Seconder: Julieanne Mollet
Outcome: Approved

6.2 Australian Nationals - Rachuig & Senior Teams

6.3 Youth World Championships

6.4 Asian Senior Championships

Attendance at this event will be reconsidered at a later date.

6.5 Bowling World Cup

A further decision on the World Cup will be made at a later time.

7. Policy Review

7.1 Ranking Policy Review



Amend Ranking Policy

Add clause 6k to the TBNZ ranking policy. "Tournaments will remain in the rankings until such time as they are next held or for up to 12 months after the COVID-19 Alert levels have been removed, whichever is the earliest."

Decision Date: 28 Mar 2020
Mover: Craig Nevatt
Seconder: Stephen Penney
Outcome: Approved

7.2 New Zealand Team Selection Policy Review



Amend National Squad Policy

Add to section 2c.

"All 2020 National squad members will automatically be invited into the respective 2021 National squads regardless of whether they have fulfilled all the requirements, or would otherwise be eligible"

Decision Date: 28 Mar 2020
Mover: Craig Nevatt
Seconder: David Davies
Outcome: Approved

8. Constitution Review

8.1 Report from Constitution Review Committee



Check that the review can be released to the members

Keith to check back with the Constitution review committee that the report can be released to the TBNZ members for general consultation.

Due Date: 26 Apr 2020

Owner: Keith Rankin



Create email address

Contact Annabelle Swain to create a TBNZ feedback email address to be monitored by Stephen Penney and Keith Rankin

Due Date: 4 Apr 2020

Owner: Keith Rankin



Post Review Document online

Once approval has been obtained then advise Ian Klein to post the review document on the TBNZ web site

Due Date: 26 Apr 2020

Owner: Keith Rankin

9. Strategic Planning

9.1 Approve for Release



Publish Strategic Plan

In light of the current circumstances remove the due dates from the Strategic Plan and post on the TBNZ website so it can be seen by the members.

Decision Date: 28 Mar 2020

Mover: Craig Nevatt

Seconder: Keith Rankin

Outcome: Approved



Change or remove dates from Strategic Plan

Remove dates from Strategic Plan and provide to Ian for publishing.

Sent to Ian for publishing on 29 March.

Due Date: 4 Apr 2020

Owner: Craig Nevatt

10. Close Meeting

10.1 Close the meeting

Next meeting: TBNZ Board Meeting - 11 Apr 2020, 9:30 AM

New Actions raised in this meeting

| Item | Action Title | Owner |
|-------------|--|----------------|
| 4.2 | Create correspondence to the sponsor centres Due Date: 4 Apr 2020 | Stephen Penney |
| 4.2 | Advise TBNZ Finance Manager (Jim) of decision Due Date: 30 Mar 2020 | Craig Nevatt |
| 5.1 | Feedback to Committee Due Date: 4 Apr 2020 | Craig Nevatt |
| 8.1 | Check that the review can be released to the members Due Date: 26 Apr 2020 | Keith Rankin |
| 8.1 | Create email address Due Date: 4 Apr 2020 | Keith Rankin |
| 8.1 | Post Review Document online Due Date: 26 Apr 2020 | Keith Rankin |
| 9.1 | Change or remove dates from Strategic Plan Due Date: 4 Apr 2020 | Craig Nevatt |

Next meetings.

Conference Call 9:30 am on Saturday 11th April 2020

Signature: _____

Date: _____