

# CONFIRMED MINUTES

## TBNZ BOARD MEETING



At the **TBNZ Board Meeting on 23 Aug 2020** these minutes were **confirmed as presented**.

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

## 1. Opening Meeting

### 1.1 Confirm Minutes

**TBNZ Board Meeting 26 Apr 2020**, the minutes were confirmed as presented.



#### Confirm Minutes

Confirm Minutes

<b>Decision Date:</b>	9 May 2020
<b>Mover:</b>	Keith Rankin
<b>Seconder:</b>	Julieanne Mollet
<b>Outcome:</b>	Approved

## 2. Actions from Previous Meetings

### 2.1 Action Item List

Due Date	Action Title	Owner
26 Apr 2020	Post Review Document online <b>Status:</b> Completed on 26 Apr 2020	Keith Rankin
26 Apr 2020	Post Review to Web site and request Feedback <b>Status:</b> Completed on 9 May 2020	Ian Klein
1 May 2020	Ask tournament committee for more information <b>Status:</b> Completed on 1 May 2020	Craig Nevatt
1 May 2020	Report back to Tournament Committee <b>Status:</b> Completed on 1 May 2020	Craig Nevatt
8 May 2020	Review TBNZ Playing Rules <b>Status:</b> Completed on 8 May 2020	David Davies
8 May 2020	Contact all Centres for league options <b>Status:</b> Completed on 8 May 2020	Stephen Penney

Due Date	Action Title	Owner
30 Jun 2020	Approach Christchurch about tournament suggestion <b>Status:</b> In Progress	David Davies
30 Jun 2020	Develop Board Protocols <b>Status:</b> In Progress	Craig Nevatt
30 Jun 2020	Technical Manager <b>Status:</b> In Progress	Keith Rankin
28 Feb 2021	Prize fund equality <b>Status:</b> On Hold	Chris Haynes

### 3. Strategic Planning

#### 3.1 Organisational Review Update

Feedback received from 5 members. The Board is disappointed at the lack of feedback from members, especially after the great discussions at the 2019 AGM. The feedback will be sent to the Constitution Review Committee to allow them to draft proposed changes to Constitution.

Changes to collection of Membership details due to Incorporated Society changes to be developed by the Management team and approved by the Board.

It is apparent that more volunteers will be needed to implement the suggested changes.



##### Feedback to Review Committee

Feedback to be sent to the Review Committee to allow them to suggest necessary changes to the Constitution.

Email sent on 9 May.

**Due Date:** 15 May 2020  
**Owner:** Craig Nevatt



##### Proprietors Representative

Address feedback about the Proprietors Representative directly.

Spoke to person who contributed the feedback on 9 May.

**Due Date:** 15 May 2020  
**Owner:** Craig Nevatt

#### 3.2 Management Team Restructure

Further people are being contacted to fill the necessary roles in the proposed new Management Team structure.

Job Descriptions to be developed as this progresses.

### 4. Operational Planning

#### 4.1 Tournament Calendar

Centres have been contacted and all future events are still planned to occur.

Centres with postponed events to consider if they are able to combine events or provide suggested alternative dates to the tournament committee so an updated calendar can be produced.



## Changes to TBNZ Tournaments

Moved that the Senior Nationals to be rescheduled to 23 - 26 October 2020 at Superstrike Hastings.

Moved that the Open Nationals be rescheduled to 30 October - 1 November 2020 at Pins Lincoln.

Moved that the National Teams Championships and the National Senior Team Championships are cancelled for 2020.

**Decision Date:** 9 May 2020  
**Mover:** Craig Nevatt  
**Seconder:** David Davies  
**Outcome:** Approved

## 4.2 Annual General Meeting

Julieanne has performed some testing to determine if the AGM can be held via Zoom video conferencing.

Registration , questions , voting are achievable.

As voting would be by physical device connected to the conference those with multiple people in a household would each need to be connected via their own device to have voting rights.

More testing is needed to ensure that this runs as expected.

Administration of proxy votes would need to be determined.

Would need a chairperson, a minute taker and a video conference administrator.

## 4.3 League Play Under Covid-19 Level 2

Add Iso-Alcohol as approved cleaner during play.

Add guidelines to TBNZ Web page and Facebook and email all centres



## Create Document

Create document for email to all centres and posting to TBNZ web page and Facebook

**Due Date:** 11 May 2020  
**Owner:** David Davies

## 5. Close Meeting

### 5.1 Close the meeting

**Next meeting:** TBNZ Board Meeting - 23 Aug 2020, 9:30 am

## New Actions raised in this meeting

Item	Action Title	Owner
3.1	Feedback to Review Committee <b>Due Date:</b> 15 May 2020	Craig Nevatt
3.1	Proprietors Representative <b>Due Date:</b> 15 May 2020	Craig Nevatt
4.3	Create Document <b>Due Date:</b> 11 May 2020	David Davies

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_