

# CONFIRMED MINUTES

## TBNZ MANAGEMENT TEAM MEETING



At the **TBNZ Management Team** on **5 Dec 2021** these minutes were **confirmed as presented**.

<b>Name:</b>	TBNZ Management Team
<b>Date:</b>	Sunday, 31 October 2021
<b>Time:</b>	7:30 pm to 9:30 pm
<b>Location:</b>	Zoom Meeting ID 445 781 4032, Zoom
<b>Committee Members:</b>	Ian Klein, Ivena Heald, Jim Roberts, Josie Adams, Rob Pollock, Roger Tucker, Shorty Madeley, Stephen Penney, Melonie Lister
<b>Apologies:</b>	Pete Richardson, Aaron King

### 1. Opening Meeting

#### 1.1 Minutes from last meeting

**TBNZ Management Team 19 Sep 2021**, the minutes were confirmed as presented.



#### Approve Minutes

Minutes Accepted as presented.

**Decision Date:** 31 Oct 2021

**Mover:** Rob Pollock

**Seconder:** Jim Roberts

**Outcome:** Approved

#### 1.2 Matters arising from the minutes

None

None

#### 1.3 Welcome to new Committee Members

Welcome to Stephen Penney , who has been appointed as CEO, with Melonie Lister as his assistant.

Welcome to Aaron King who has been appointed as Shorty Madeley's replacement as Technical Manager

## 2. Actions from Previous Meetings

### 2.1 Review Action Item List

Due Date	Action Title	Owner
31 Dec 2021	Health and Safety review to be done detailing NZ legislation <b>Status:</b> In Progress	Stephen Penney
31 Dec 2021	Talk to TBA about using their tournament system <b>Status:</b> In Progress	Jim Roberts
28 Feb 2022	Set Date for Bronze training and invite students <b>Status:</b> Completed on 5 Dec 2021	Ivena Heald

## 3. Managements Reports and Updates

### 3.1 Finance

The total bank balance was \$85,297 as of 30 September 2021 consisting of: -  
Current Account \$50,308 – includes \$27,064 Junior/NYTC/Senior Nationals entry fees  
Online Saver Account \$34,989

#### TOURNAMENTS

Senior Nationals – \$285 is outstanding.  
Junior/Youth Nationals – fully paid  
NYTC – Payment received for 5 teams



#### Accept Finance Report

Report accepted as presented

**Decision Date:** 31 Oct 2021  
**Mover:** Jim Roberts  
**Seconded:** Shorty Madeley  
**Outcome:** Approved

Grant application for 2022 Medals and Trophies has been successful.

Jim to work with Pete to arrange ordering and paying for these as soon as possible to enable this application to be closed.

### 3.2 Administration

Grand Senior 395  
Senior 362  
Adult 541  
Youth 38  
Junior 123  
Special Olympians 265  
Deaf 18  
Grand Total 1459

### 3.3 Technical

Lane certification inspection changes have being made and new sheet made for inspectors.

Inspection report sheets will be sent within the next week with info on new measurements.

Hand over to Aaron progressing. Official handover date set as 30th November 2021  
The entire management team acknowledge and thank Shorty for his time and efforts in this role for many years.

Sub Committee of Shorty, Stephen and Ian created to review integration of new USBC ball resurfacing rules into the TBNZ rule book.

### **3.4 Coaching Committee**

Progress finally being made with Bowl Patrol (Thanks to Josie for starting direct contact with Emily Rennes at TBA)

Sourcing local activities and carpet.

Setup cost is approx \$1,500 per centre

Looking into setting up a Junior Youth High Performance Team. The country will be split into three regions, North, Central and South.

It is intended that there will be Development Squad Training Camps both Nationally and Regionally throughout the year.

Target date is April 2022

Jason Waters has contact Hudl about On-form subscription.

Hudl On-form coaching subscription has been put on hold due to COVID in New Zealand.

### **3.5 Drug Free Sport**

International Standard for Education (ISE) is a mandatory Standard developed as part of the World Anti-Doping Program.

The aim of anti-doping education is to prevent doping and preserve the spirit of sport and the ISE establishes mandatory standards to support its worldwide delivery. An underpinning principle of the ISE, and central to our education approach, is that an athlete's first experience with anti-doping should be through education.

Training is mandatory for all international teams.

Focusing on quality, specific education before enforcement.

Ivena is stepping down at the end of 2021.

Ivena has a person in mind to take over her role.

The entire management team acknowledge and thank Ivena for her time and efforts in this role for many years.

### **3.6 Tournament**

As there has been no tournament activity there was no Report sent in prior to meeting and nothing to discuss

### **3.7 Tournament and Web Support**

Only activity has been to maintain the TBNZ web site tournament calendar with all the cancellations and rescheduling.

### 3.8 Rankings

Discussion about ranking points in local tournaments that not all members are able to attend due to Covid travel restrictions



#### **The management team recommend. Those that can not attend a tournam...**

The management team recommend.

Those that can not attend a tournament in New Zealand due to COVID travel restrictions maintain their ranking points from the previous year.

**Decision Date:** 31 Oct 2021  
**Mover:** Ian Klein  
**Seconder:** Jim Roberts  
**Outcome:** Approved



#### **Rewrite Ranking Policy with feedback from Board meeting**

Ranking Policy to be updated with feedback from the board meeting and re-presented to the board for approval.

**Due Date:** 30 Nov 2021  
**Owner:** Jim Roberts

### 3.9 Media

Activity via Instagram been pushed to Facebook.  
Thanks to Sarah Young with her assistance in this.

## 4. General Business

### 4.1 String Machines

### 4.2 Policy Updates for 2022

Board has made suggestions for changes to the Ranking.

Jim to rewrite

### 4.3 CEO Update

New Women in bowling forum being held on Tuesday 2nd November.  
6 confirmed and 19 expressions of interest,.

Output will be ideas on how to make bowling better for women and how to attract new women bowlers.

TBNZ Strategic Plan.

The draft strategic plan states the problem and where we need to get to but has no steps on how to progress.

Stephen and Melanie to progress this further.

Ideas include, charities funding, budget requirements and other sources of income

#### 4.4 Tournament COVID Vaccination certificates

This will be decided by the proprietors and centres

#### 4.5 TBA Results

Person doing this in Australia is in Canberra and in lock down.

Focusing on Tournament entries and memberships.

Difference to modify for NZ are small. Different divisions and multiple events per squad.

#### 4.6 IBF Coaching Academy

Coach Accreditation at any level is not able to be completed at present due to Covid lock downs in Australia and New Zealand.

A note has been placed on the TBNZ Coaching page on our website to this effect.

IBF announced some time ago that a worldwide Coaching Academy would be formed with the intention of having one International Accreditation Entity.

The first ever IBF Congress is being held in early November 2021 and the IBF Coaching Academy is an item on the agenda.

Hopefully we get the whole story on the new Accreditation Program very soon and we can step into the new accreditation at the start of 2022.

Because we expect big changes to the programme there seems to be no point in encouraging trainee coaches to start or continue with the learning through the current programme.

Further details of the IBF program to be sent by Josie to Stephen

### 5. Close Meeting

#### 5.1 Close the meeting

**Next meeting:** TBNZ Management Team - 5 Dec 2021, 7:30 pm

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

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