



MINUTES OF THE BOARD MEETING

Date	22 July 2017
Time	10:40am
Place	South Auckland Research Centre Meeting Room Level 1, 3 Osterley Way Manukau
Attendees	Belle Swain, Craig Nevatt, Allan Heald, Stephen Penney, David Davies, Keith Rankin (via telephone conference call)
Apologies	

1. Roll Call / Apologies

2. Appointment of Chairperson

Keith will carry on as the Chairperson, but given he is not physically at the meeting, Craig will run the meeting.

- All agreed that we should have a permanent Chairperson
- A Special Meeting will be called to change the constitution to this effect
- Everyone agreed that the permanent Chairperson should be Keith

3. Minutes of the previous meeting

These were already noted as a true record as signed by Keith and subsequently published on the TBNZ website

Moved by Allan, Seconded by Stephen. Carried

4. Matters arising from previous meeting

Any matters arising are covered in the CEO's update and the agenda for the day

5. Financial Report

The Financial Statement for Jan – June 2017 was reviewed by the group and accepted as an accurate reflection of the financial position as at end of June. This can now be uploaded in the TBNZ website

6. CEO Update (items discussed)

6.1 Progress update on the investigation of a Youth Programme

- Work is still in progress. Kaleb Allardyce is providing support through research and investigation to Belle and Ivena
- Target is August/September to provide some information to the Silver Coaches for review
- Craig advised that it will be best that if a pilot is run to wait for next year to have more time to prepare

6.2 Structuring of recovered information from the previous website – i.e. tournament results and external drive

- Belle presented the effort required to rebuild the information in the new website and generally is not good use of volunteer time
- After having a thorough discussion, the group agreed that David will provide Belle with a proposal how to deal with this and progress from there.

6.3 Declaration form for confidentiality, conflict of interest & intellectual property

- A Declaration Form will be required to be signed by Board Members and this will subsequently be filtered down to the Management Team
 - Notice period will be three months for Board Members and one month for the Management Team
- Moved by Craig, Seconded by Allan. Carried

6.4 Affiliation of Hawkes Bay Tenpin Bowling Foundation

- At the last AGM, a remit was passed to have Trusts affiliated to TBNZ. The changes to the constitution have been registered and this rule is now in effect.
- We have an outstanding application from Hawkes Bay
- Belle moved that the Board accept the application of Hawkes Bay Tenpin Bowling Foundation for affiliation to TBNZ. Seconded by Stephen. Carried

6.5 Other Matters

- Partial funding received for the purchase of a new set of lane-measuring equipment. We will proceed with the purchase and TBNZ will shoulder the difference
- Shirts for coaches and tournament officials now ordered
- 50 Years of Bowling get-together/buffet dinner to be advertised through the centres and the managers for the Seniors NTC.
 - Intent is to invite bowlers who have been around for roughly 50 years to participate in the opening and closing ceremonies of the Seniors NTC.
 - As previously agreed the cost for the buffet dinner will be subsidised by TBNZ

7. Hall of Fame

Craig to draft the policy. Everyone to provide Craig with suggestions for potential administrators. Target announcement for the Hall of Fame is during the 50 Years of Bowling dinner.

8. Bowler of the year

Keith is to provide Allan a copy of the policy used by their local athletic club. Allan to draft the policy.

9. Rule Enforcement – TBNZ Run Tournaments

It was agreed that no dispensation will be granted pre-tournament to avoid unnecessary discussions. Rules will be followed with no exception by the Tournament Committee.

- Only Belle can approve dispensation to the rules if required.
- Further action is to review the rules from feedback received from past tournaments and re-write ambiguous statements where needed

10. YouTube coverage for NYTC/Junior Youth Nationals

All agreed that we will seek legal advice on this matter.

Action: Keith to progress this and advise Belle of the outcome

11. TBA's position for String Pinspotter Machines – what does this mean for us?

As TBNZ is affiliated to World Bowling and will follow their rules

12. National Team Selection Policy and implications for 2018 squad members and selection

We will need to monitor this and see if it will cause issues and if we need to revisit the policy

13. Succession planning

General discussion that we should consider this seriously and take steps now as volunteers are not here forever and we want to ensure the continuity of the services provided by TBNZ.

With no further matters to discuss, the meeting closed at 1:10pm

Certified as true record of meeting held on the 22nd of July 2017

A handwritten signature in black ink, appearing to be 'Keith Rankin', written in a cursive style.

Keith Rankin (Chairperson)