



Minutes of TBNZ Management Team Meeting

Date/Time: 20 May 2017 at 5:00pm

Attendees: Annabelle Swain (Chair), Jim Roberts, Shorty Madeley, Donna Fletcher, Roger Tucker, Pete Richardson and Josie Adams

Apologies: Terry Mustchin, Tim Swain, Ivena Heald and Ian Klein

1. WELCOME

2. MINUTES OF THE PREVIOUS MEETING

The Minutes of the last full meeting have already been accepted and posted on the website.

3. MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES

There were no matters arising.

4. GENERAL CORRESPONDENCE

Inwards:

- World Bowling Newsletter #6 about World Senior Championships and Combine World Championship
- NZOC Meeting Notice (to CEO)
- NZCT Correspondence regarding funding application for Technical Equipment
- Macys Conference Centre regarding AGM
- Sponsor Centres – updates to membership

Outwards:

- NZOC regarding non-attendance and request for Meeting Minutes
- NZCT Correspondence regarding funding application for Technical Equipment
- Macys – confirmation and payment arrangements
- Membership cards to several direct join ups
- Email to Sponsor Centres requesting membership updates

5. FINANCIAL REPORT (including approvals and funding applications, where required)

i. BANK BALANCES

The total bank balance was \$41,005 as at 30 April 2017 consisting of:

Current Account	\$ 2,136
Squad Trust Account	\$ 0
Online Saver Account	\$38,869

ii. DEBTORS

Total at 30 April 2017 was \$4,000 which is current.

iii. SPONSOR CENTRES

Sponsor Centres that are paying by instalment have been invoiced for the second instalment in early May.

iv. TOURNAMENTS

NTC

Final results for the tournament is a surplus of \$722 inc GST when the portion of the grant from Infinity Foundation (\$354) is included. Waiting on bank details to pay-out one prize.

Senior Nationals

Final results for this tournament is a surplus of \$332 inc GST when the portion of the grant from Infinity Foundation (\$1,144) is included.

Open Nationals

Total entry fees to date amount to \$13,510 of which \$7,425 is outstanding.

We have Board approval for expenditure on Bronze Coaches shirts and replacement shirts for the core TBNZ tournament committee members from TBNZ funds.

v. PAYMENTS

The list of payments for April 2017 is attached.

Proposed that this report be accepted: Jim Roberts **Seconded by:** Shorty Madeley **Motion Carried**

vi. FUNDING APPLICATION TO GRASSROOTS TRUST

After discussions, it was resolved that TBNZ should apply for funding to Grassroots Trust for the amount of \$10,966.00 to cover the cost for the lane fees for the qualifying tournament and airfares for the male and female tenpin bowlers (2) who will represent New Zealand at the 2017 Qubica AMF World Cup to be held in Hermosillo, Mexico from 4-12 November 2017.

Moved by: Jim Roberts **Seconded by:** Pete Richardson **Motion Carried**

6. TECHNICAL ADMINISTRATOR'S REPORT

Certification inspection and Certificate issued to the following centre:

- Invercargill 12-2017
- Dunedin 13-2017

At the present time, Super Strike Hasting's new lanes are being installed by Chris Usher from Australia. He will be doing certificate inspection and I will issue certificate upon his recommendations.

Friday 12th May 2017 - TBNZ lane reading equipment delivered to Tauranga with adequate tape to make sure that the proposed pattern is being put down correctly for Nationals.

Question was asked as to who pays for the tapes used for the Open Nationals at Tauranga? After discussions, it was agreed that since this is a TBNZ-run event, TBNZ will bear the cost for this.

7. TOURNAMENT MANAGER'S REPORT

NTC 2017 - even though team numbers were down from previous years, the event was a great success.

Senior Nationals 2017 - entries were up 16% from 2016. The introduction of a new event with a National Senior Cup, was a success as well.

NZ Open Nationals 2017 - entries are up 13% so far from 2016, with 428 entries received. Preparations are in progress and on target for managing the event (scheduling and scoring facility). Comparison shown below:

2017	2016
▪ Singles - 110	▪ Singles - 96
▪ Doubles - 68	▪ Doubles - 65
▪ Teams - 26	▪ Teams - 22
▪ Mixed - 26	▪ Mixed - 19
▪ AE - 105	▪ AE - 95

NSTC and **NYTC** documents have been revised and distributed out to the team contacts.

2018 TBNZ Tournament Calendar (for TBNZ-run events) - all confirmed and this will be announced at the AGM.

8. TRAINING SQUAD MANAGER'S REPORT

Senior Squad

Senior Team Challenge (Australia):

- Available squad member list sent to selectors and the team was announced by the agreed date
- Accommodation booked early at Quest Sanctuary Lakes due to limited availability close to Wyncity bowl
- Don Adshead appointed Manager while in Australia (as I'm bowling). Don will meet own costs as he was travelling already

World Senior Championship (Germany):

- Entry forms and hotel booking submitted and acknowledged
- Steve Penney is managing all team arrangements

Adult Squad:

- Rachuiq – Blake Brooks and Suzanne Howell qualify for automatic selection from NTC All Stars
- Available squad member list sent to the CEO
- Plan to announce team shortly after Nationals
- Accommodation Booked early at Quest Sanctuary Lakes due to limited availability close to Wyncity bowl

Youth Squad:

- Email sent to squad members for interest in attending Milo International in December
- To date 3 members and 1 parent expressed interest
- Replies due by 21st May
- May need to review participation if insufficient numbers

9. WEBSITE MANAGEMENT REPORT

Website working well and easy to use. Very good that there are many resources who can manage and maintain the website so the work is shared around.

10. COACHING AND BOWLER PROGRESSION

Planning stage in progress for a catch up/follow up session with all the coaches. This will be progressed further after the Open Nationals as Ivena intend to catch up one-on-one with the coaches who will be at Tauranga.

11. MEDIA OFFICER REPORT

Need to find/develop an approach to promote our sport through the various media. Promoting the youth bowlers in our Facebook page proved to be very popular.

12. GENERAL BUSINESS

- Belle gave an update on the research that Kaleb Allardyce was doing for her on possible initiatives for the promotion of tenpin bowling targeting the juniors. The aim is to have a paper that can be presented to Funding Organisations and potential sponsors seeking support to promote tenpin bowling utilising the expertise of our coaches and Sponsor Centres
- Discussions were held (led by Shorty) regarding a forum/information sharing for the technicians in the bowling centres. Shorty will progress this further and will be looking to catch up again with a Kegel representative.
- After looking at the requirements, options are to be investigated for the following and to be included in the next catch up with Andrei Nicolas:
 - A facility for handling membership in a more efficient manner.
 - A Tournament Management Programme which includes financial reporting.
- The Job Descriptions were updated to reflect the current set up of the Management Team and will be sent to everyone accordingly.
- AGM preparations were also discussed. This is all progressing well.
 - The financial reports are now in the AGM notice of the website.
 - Josie is working with Ian with any updates needed to AGM notice on the website
 - A reminder that reports are required for the day from the following: CEO, Board, Tournament Manager, and Squad Manager
- A separate session will be booked to look through the feedback received from bowlers from completed TBNZ-run events as input for consideration for the following year's tournaments

Meeting closed at 7.20pm.

Next meeting after AGM – to be advised.

CERTIFIED TRUE RECORD:



Annabelle Swain, CEO

TBNZ Cheque, DD & TT Payments
April 2017

Date	Payee	Amount	Reason
Main Account			
DD	12/04/2017 J Roberts	178.71	Stationery, printer cartridges & postage
DD	12/04/2017 Macy's Motor Inn	282.00	Room hire for AGM
DD	12/04/2017 P Pettit	100.00	Refund membership fees paid in error
DD	17/04/2017 Pins Lincoln	1,400.00	NTC prize money
DD	17/04/2017 C Nevatt	750.00	NTC prize money
DD	17/04/2017 A Carr-Brooks	450.00	NTC prize money
DD	17/04/2017 A Heald	350.00	NTC prize money
DD	17/04/2017 Wellington Tenpin Bowling Club Inc	300.00	NTC prize money
DD	17/04/2017 Rotorua Tenpin Bowling Association	200.00	NTC prize money
DD	17/04/2017 B Brooks	100.00	NTC prize money
DD	17/04/2017 J Kelly	50.00	NTC prize money
DD	17/04/2017 L Gedye	50.00	NTC prize money
DD	17/04/2017 S Wiggins	100.00	NTC prize money
DD	17/04/2017 C Burns	60.00	NTC prize money
DD	17/04/2017 C Cassel	40.00	NTC prize money
DD	17/04/2017 A Haynes	650.00	NTC prize money
DD	19/04/2017 Badge King Ltd	103.50	Tournament staff badges
DD	19/04/2017 Bowland Ltd T/A Strike Hutt Valley	7,850.00	Lane fees NTC
DD	26/04/2017 J Balanay	340.00	Seniors Cup prize money
DD	26/04/2017 C Adshead	240.00	Seniors Cup prize money
DD	26/04/2017 L Churchill	165.00	Seniors Cup prize money
DD	26/04/2017 C Dixon	87.50	Seniors Cup prize money
DD	26/04/2017 A Swain	87.50	Seniors Cup prize money
DD	26/04/2017 J Adams	50.00	Seniors Cup prize money
DD	26/04/2017 T Swain	390.00	Seniors Cup prize money
DD	26/04/2017 P Wright	190.00	Seniors Cup prize money
DD	26/04/2017 L Lister	115.00	Seniors Cup prize money
DD	26/04/2017 D De Guzman	90.00	Seniors Cup prize money
DD	26/04/2017 R Morgan	55.00	Seniors Cup prize money
DD	28/04/2017 B Cummins	104.00	Refund Senior Nationals entry fees
DD	28/04/2017 M Gunn	120.00	Refund Senior Nationals entry fees
DD	28/04/2017 P Chapman	270.00	Refund Senior Nationals entry fees
DD	28/04/2017 J Roberts	805.00	Reimburse accommodation P Richardson & J Roberts(1/2 share)
DD	28/04/2017 Cosgrave Awards	3,121.91	Medals/trophies for NTC and Senior Nationals
DD	28/04/2017 K Rankin	600.00	Reimburse airfare for AGM
DD	28/04/2017 P Richardson	179.28	Reimburse petrol costs for Senior Nationals
DD	28/04/2017 Arataki Park Ltd T/A Kapiti Tenpin	7,627.00	Balance of lane fees for Senior Nationals
		27,651.40	

Signed

CEO



20 May 2017