



1 Minutes of TBNZ Management Team Meeting

Date/Time: 5 November 2016 at 5.15pm

Attendees: Annabelle Swain (Chair), Donna Fletcher, Terry Mustchin, Jim Roberts, Shorty Madeley, Roger Tucker, Tim Swain and Josie Adams

Apologies: Pete Richardson, Ivena Heald

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

- 4.1.** Email from Technical Administrator advising that the lane certification had been completed at AMF Garden City.
- 4.2.** Email from Sarah Eddy responding regarding AMF Garden City lane certification and confirming the Canterbury Open would therefore be sanctioned.
- 4.3.** Resignation from David Davies as TBNZ Webmaster

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

5.1 BANK BALANCES

The total bank balance was \$35,734 as at 31 October 2016 consisting of:-
Current Account \$552
Squad Trust Account \$1,340
Online Saver Account \$33,842

5.2 DEBTORS

Total at 31 October 2016 was \$1,093 - \$948 of which was current and \$145 61-90 days.

5.3 TOURNAMENTS

- NSTC - Final result for this tournament is a surplus of \$1,594 before taking into account the share of funding received for medals/trophies.
- Junior/Youth Nationals - Final result for this tournament is a surplus of \$61 before taking into account the share of funding received for medals/trophies.
- NYTC - Final result for this tournament should be a loss of \$76 before taking into account the share of funding received for medals/trophies.

5.4 GRANTS

- Report to Grassroots Trust regarding funding for World Cup Qualifying tournament has been submitted.
- The report to Infinity Foundation regarding funding for medals/trophies will be completed during November.
- Jim to speak with Cathy Brooks regarding outstanding debt for tournament ranking fees.

5.5 PAYMENTS

The list of payments for September/October 2016 is attached.

Jim moved that his report be accepted. Seconded by Shorty. **Carried**

6. MATTERS ARISING FROM THE REPORT

There was discussion regarding the funding of medals, trophies and shields in 2017 and the result was that a Notice of Motion was put on the table as follows:

It was resolved that a request be made to Infinity Foundation for funding for the medals, trophies and shields for the following TBNZ-run National Tournaments in 2017:

Event	Tournament Schedule
TBNZ National Teams Championships	13 th – 16 th of April 2017
TBNZ Senior Nationals	22 nd – 25 th of April 2017
TBNZ Open Nationals	2 nd – 5 th of June 2017
TBNZ National Seniors Teams Championships	8 th – 10 th of September 2017
TBNZ Junior/Youth Nationals	2 nd – 4 th of October 2017
TBNZ Junior/Youth Teams Championships	5 th – 7 th of October 2017

Proposed: Jim Roberts Seconded: Annabelle Swain **Carried**

7. TOURNAMENT MANAGER'S REPORT

Currently working on the following projects in preparation for 2017:

- NTC rules and regulations
- Senior Nationals entry form
- 2017 Tournament Calendar
- Open Nationals entry form

8. TECHNICAL ADMINISTRATOR'S REPORT

- Sanctioning letter, has been sent to all centres re sanction 2017.
- So far AMF Garden City is now sanctioned for 2016/2017.
- Bowlarama Newtown and Kapiti Tenpin have advised they will be inspected by Lane inspector Albert Saw.
- Waiting from Pins Lincoln re date for inspection.
- No other centres have advised as to when they will be done.

It was noted during the meeting that the centres' 2017 leagues and tournaments can only be sanctioned when lanes have been certified.

9. SQUAD MANAGER'S REPORT

New Shirts

- All shirts received and distributed to members of Rachuig, Team Challenge and Korea team
- Waiting on Invoice

Adult Rachuig - Sydney

- Shirt costs re-invoiced to Pins and Tenpin Tauranga
- Stephen to finalise accounts

Senior Team Challenge - Sydney

- Account to be finalised, waiting on final costs for Tolls etc
- Request to team for outstanding shirt money to be paid

Senior Asian Zone - Korea

- Accommodation and entry fees paid
- All documentation completed and submitted
- Request to team for outstanding shirt money to be paid

Youth – Australian Nationals Youth Cup (Jan. 2017)

- Expression of interest sent to eligible Youth squad members
- Poor response to availability
- Decision not to send a team.

2017 Squad invites

- With the ranked tournaments for 2016 just about complete I will start compiling list of eligible members for the 2017 squad for approval
- Invitations to be sent out to eligible bowlers in December, if possible.

10. GENERAL BUSINESS

- David Davies has resigned effective immediately on the 31st of October. It was noted and discussed that he has provided support and volunteer work to TBNZ for the last 11 years in various roles and this was greatly appreciated by all.
- Brief update given on progress with Coaching – Level 1 and Bronze courses organised and held this year and plans going forward for next year. Looking at holding two Bronze Courses early next year in Christchurch and Wellington provided the minimum number of participants is met.
- Stephen Penney has been appointed as the Proprietors Representative on the Board.
- An official response was sent by the Board to Alex Davies' queries.
- Lengthy discussion on proposed improvements which could be made to tournament administration for next year. This will be proposed to Pete.
- Discussion on the TBNZ Facebook page and how this should be moderated going forward. Further discussion required.

There being no other business the meeting closed at 7.10pm.

Next meeting will be in the first quarter of 2017 (TBA)

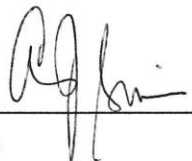
CERTIFIED TRUE RECORD:

A handwritten signature in black ink, appearing to read 'A Swain', is centered on a white rectangular background.

Annabelle Swain, CEO

TBNZ Cheque, DD & TT Payments
September/October 2016

Date	Payee	Amount	Reason
Main Account			
DD	8/09/2016 A Swain	178.00	Reimburse airfare
DD	12/09/2016 A Swain	408.00	Reimburse airfare re Pete Richardson
DD	12/09/2016 Inland Revenue	989.61	GST July/August
DD	15/09/2016 Bowland T/A Strike Hutt Valley	9,717.00	Game fees and refreshments for NSTC
DD	15/09/2016 J Roberts	124.43	Printer cartridges, stationery & postage
DD	26/09/2016 HB Tenpin Bowling Foundation	105.00	Refund Jnr Nats entry due to withdrawl
DD	28/09/2016 Cosgrave Awards	3,453.22	Medals & trophies NSTC, Jnr Nats & NYTC
DD	28/09/2016 Vivid Computers	203.79	Website hosting to 31/12/2016
DD	30/09/2016 Pins Lincoln	13,044.35	Game fees for Jnr Nats & NYTC
DD	30/09/2016 Westpac Bank	20.00	T/T fee
DD	11/10/2016 I Heald	350.00	Coaching course presenter fee
DD	13/10/2016 Cosgrave Awards	214.42	Medals/trophies NYTC
DD	17/10/2016 GS Hospitality NZ Ltd	3,798.00	NYTC banquet
DD	26/10/2016 D Davies	775.54	Tournament expenses, web hosting, printer supplies
T/T	26/10/2016 Tenpin Bowling Australia Ltd	1,640.96	Coaching course fees
DD	31/10/2016 Westpac Bank	60.00	T/T fees
		35,082.32	
Squad Account			
DD	6/09/2016 T Mustchin	9,450.00	Accommodation balance Asian Zone Hkg
DD	15/09/2016 S Young	484.24	Refund overpayment re Rachuig
DD	26/09/2016 Company Branding Shop	1,749.15	NZ Team shirts (partially sponsored)
DD	28/09/2016 D Warwick	320.94	Refund balance re Asian Zone Hkg trip
DD	28/09/2016 Z Carlson	420.94	Refund balance re Asian Zone Hkg trip
DD	28/09/2016 G Nicolas	398.73	Refund balance re Asian Zone Hkg trip
DD	28/09/2016 D Ellis	320.94	Refund balance re Asian Zone Hkg trip
DD	28/09/2016 R Young	320.94	Refund balance re Asian Zone Hkg trip
DD	28/09/2016 B Hunt	121.98	Refund overpayment re Rachuig
T/T	29/09/2016 Korea Senior Bowling	13,085.69	Accommodation & entry fees for Asian Senior Championships
DD	3/10/2016 T Mustchin	14,215.00	Accommodation Rachuig team
DD	3/10/2016 T Mustchin	6,920.00	Accommodation Aus Senior team
T/T	4/10/2016 Tenpin Bowling Australia Ltd	5,599.39	Rachuig/Aus Seniors entry fees
DD	11/10/2016 T Mustchin	587.17	Balance re accommodation Rachuig/Aus Seniors
DD	13/10/2016 T Mustchin	1,618.17	Balance of funds collected for Aus Seniors
DD	13/10/2016 Northside Realty Ltd	134.15	Refund payment in error
T/T	13/10/2016 Tenpin Bowling Australia Ltd	213.79	Additional Rachuig dinner tickets
DD	20/10/2016 S Penney	1,040.08	Balance of funds collected for Rachuig
		57,001.30	

Signed  5/11/2016
CEO