Minutes of TBNZ Management Team Meeting

Date/Time: 20 August 2016 at 6.30pm

Venue: Pins Lincoln, Henderson

Attendees: Annabelle Swain (Chair), Donna Fletcher, Jim Roberts, David Davies,
               Shorty Madeley and Josie Adams

Apologies: Pete Richardson, Shorty Madeley and 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 TBNZ website.

3. **MATTERS ARISING FROM THE PREVIOUS MEETING MINUTES**
    There were no matters arising.

4. **GENERAL CORRESPONDENCE**
    4.1. Bulletin 3 and Form J for the 24th Asian Tenpin Bowling Championships.
    4.2. Email from Rebecca Stretton at Tenpin Tauranga requesting for letter advising Tenpin Tauranga is a Sponsor Centre and that all its league bowlers are in effect members.

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

    5.1. BANK BALANCES

    The total bank balance was $45,452 as at 31 July 2016 consisting of:

    > Current Account $5,083
    > Squad Trust Account $7,075
    > Online Saver Account $33,294

    Squad Trust Account funds are from the team travelling to Hong Kong.
    The Online Saver Account includes $10,996 in unused grants.

5.2. DEBTORS

Total at 31 July 2016 was $2,168 of which $384 is current, $1,394 is 31-60 days and $390 is over 60 days. All overdue amounts have since been paid.

5.3. SPONSOR CENTRES

All sponsor fees have now been paid in full.

5.4. TOURNAMENTS

The deadline for payment of entry fees for the NSTC was 31st July but only Kapiti had paid by that date. Tauranga payment was received on 1st August and Wellington on 10th. Still awaiting payment from the remaining teams North City, Lower Hutt and Counties/Manukau.

5.5. PAYMENTS
The list of payments for July 2016 is attached.

Jim Roberts **MOVED** that the report be accepted and the payments for the July 2016 period be approved.

   SECONDED: Shorty Madeley   **CARRIED**

6. **SPONSOR CENTRES AND MEMBERSHIP**
   Josie to contact Managers at both Xtreme Centres regarding membership information from them.

7. **TOURNAMENT MANAGER'S REPORT**
   ▪ Junior/Youth Nationals entry form now completed and uploaded to the TBNZ website.
   ▪ Team lists for NYTC updated and now include an Invitational team as well, making a field of 9 teams.
   ▪ 18 teams are due to compete at the NSTC which consist of 10 men and 8 ladies' teams, representing 6 centres
   ▪ A more detailed schedule for NSTC will be completed this week.
   ▪ Medals and Trophies were ordered for the NSTC.
   ▪ Medals and Trophies for Junior/Youth Nationals and NYTC to be ordered by the of the month.

8. **WEBMASTER'S REPORT**
   Nothing to report.

9. **NATIONAL SQUAD MANAGER's REPORT**
   No report provided.

10. TECHNICAL ADMINISTRATOR'S REPORT

- One of the new owners of Bowl Line Dunedin is Lindsay McMaughan.
- Bert Cook will be in charge of the equipment used in Invercargill/Dunedin. There is one complete lane measuring set and also tape pick.
- Bert has advised that he will, if requested, to do the lane sanction for the two centres.
- I have not had any further information re: Xtreme Wairau or Garden City Christchurch on sanction for the year 2016.

11. TBNZ Bronze Coaching Course – September 2016

Course content now finalised, to be saved to memory stick and shared with Ivena and Josie. TBNZ Admin Computer to be provided for use at course for presentation.

12. GENERAL BUSINESS

There was no general business to discuss.

There being no other business the meeting closed at 8.00pm
Next meeting: 24th of September, Saturday at Pins Lincoln (time to be advised)

CERTIFIED TRUE RECORD

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Annabelle Swain, CEO
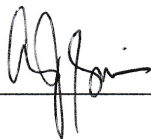
TBNZ Cheque, DD & TT Payments
July 2016

	Date	Payee	Amount	Reason

Main Account

DD	18/07/2016	J Roberts	152.62	Stationery, printer cartridges & postage stamps
DD	18/07/2016	NZ Olympic Committee	172.50	Annual membership fee
DD	18/07/2016	McLaren Guise	2,587.50	2015 Audit fee
DD	18/07/2016	Tenpin Bowling Australia	2,616.03	Coaching program fee plus costs re initial course
DD	25/07/2016	North City Tenpin	180.00	Lane hire coaching course
DD	29/07/2016	Westpac Bank	20.00	T/T Fee

5,728.65

Signed _____ 20/08/2016

CEO