

Minutes of TBNZ Management Team Meeting

Date/Time: 1 April 2017 at 4.30pm

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

Adams

Apologies: Terry Mustchin, Roger Tucker, Tim Swain, Pete Richardson, 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

None

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

5.1. BANK BALANCES

The total bank balance was \$55,846 as at 31 March 2017 consisting of:

Current Account \$13,980 Squad Trust Account \$0 Online Saver Account \$41,866

Funds include approximately \$23,000 in tournament income and unused grants.

5.2. DEBTORS

Total at 31 March 2017 was \$50 which is current.

5.3. SPONSOR CENTRES

All 13 sponsor centres have now paid either the full amount or the first instalment. Those centres paying by instalment will be invoiced for the second instalment in April.

5.4. TOURNAMENTS

National Teams Championships

Full payment received from all teams except Manukau & Counties with no payment received and Hutt City & Strike Lower Hutt \$300 per team outstanding.

Senior Nationals

At 31 March, there were 76 bowlers registered with part/full entries total \$10,575 in entry fees of which \$4,960 is outstanding.

5.5. PAYMENTS

The list of payments for March 2017 is attached.

Proposed by Jim Roberts that this report be accepted.

Seconded: Shorty Madeley

6. TOURNAMENT MANAGER'S REPORT

6.1. Senior Nationals:

172 entries up from 147 in 2016, for a total of 314 overall up from 262 in Palmerston North.

6.2. Open Nationals:

Received 54 entries for a total of 120 combined entries.

6.3. NTC:

Only have 12 teams now, with the recent withdrawal of Nth Harbour. Manager's Handbook is nearly completed and will be sent out on Monday. Preparations are coming together, all will be finalised by next Friday April 7.

6.4. NSTC/NYTC:

Documents are being reviewed with the 2017 versions being finalised by April 20.

7. TECHNICAL ADMINISTRATOR'S REPORT

Certification inspection and Certificate issued to the following centre:

Xtreme Botany 11-2017 Joseph

Nothing heard from the two centres in the South Island, so will be contacting Bert Cook to see if he has heard anything and will report back.

Reviewing of the TBNZ Rule Book –

Where appropriate, in the TBNZ rule book, I will be removing the word Sanction, Sanctioned and Sanctioning to read as Certificate. This will take time as a study needs to be made to ensure that corrections made are correct in contents of the sentence and will also have to re-read World Bowling rules as well.

8. GENERAL BUSINESS

- Allan Heald has been co-opted onto Board until the AGM
- Technical Administrator (Shorty) to get itemised quote for technical equipment so we can proceed with a funding application
- Admin Manager (Josie) suggested that we should request for an invoice from Macy's and pay it immediately so we can secure the AGM venue booking. To be done ASAP.
- Kaleb Allardyce has approached Belle that he has some capacity after he has completed his degree in Sports Management. Belle accepted Kaleb's offer and he is helping Belle by doing six weeks of research work that will feed in to the coaching framework and sports development/promotion in the regions.
- The old CEO laptop to be checked if the cost for an upgrade is cheaper than buying a new one. This equipment can be used by committee members for doing presentations.
- There were discussions on way forward for membership database requirements, possibly moving away from the current printed membership cards to another system which will be able to use each member's permanent number as the basis.
- A three-year sponsorship was received from Tenpin Tauranga, Manukau Superstrike and PINS as prize money for the top 3 bowlers in the Open Nationals when it is scheduled to be run in their respective centres. Further details to be finalised before any announcement can be made.

- With the good turn-out in the Senior Nationals and the funding received for the medals and trophies, agreement was reached at the meeting that the inaugural National Senior Cup can be seeded with \$1000 to be added to the \$10 per qualifying fee (split between the Men and Ladies divisions). Top 3 plus one prize for highest Grand Senior (not in the top 3). The numbers were checked by Jim that this is viable.
- NTC Prize Fund based on the 12 teams is \$4800. Jim has reviewed amount that it is costed and spread correctly. In the past, the prize money was withdrawn in cash, but subsequent discussions led to the conclusion that this will not be done anymore and that the prize money will be direct credited to a nominated bank account by the individual team managers. This method of payment for the prize money will be the same for the other tournaments.

Meeting closed at 6.30pm.

Next meeting pencil-booked during Senior Nationals at Kapiti

CERTIFIEDTRUERECORD:

Annabelle Swain, CEO

TBNZ Cheque, DD & TT Payments March 2017

	Date	Payee	Amount	Reason
Main Account		*		
DD	15/03/2017	S Madeley	25.72	Reimburse telephone calls
DD	15/03/2017	Inland Revenue	910.12	GST Jan/Feb period
DD	15/03/2017	Superstrike Hastings	125.00	Refund direct memebrships paid
T/T	15/03/2017	Asian Bowling Federation	1,494.08	Annual membership fee ABF/World Bowling USD1,010
T/T	15/03/2017	Tenpin Bowling Australia		Bronze level course fees AUD600
DD	29/03/2017	Graphix Explosion	87.40	Printng additional membership cards
DD	29/03/2017	J Crack	227.08	Reimburse airfare board meeting
DD	31/03/2017	Westpac Bank	40.00	T/T fees
			3,581.82	

affor (01/04/2017)

Signed

CEO