

# MINUTES (in Review)

## TBNZ MANAGEMENT TEAM MEETING



<b>Name:</b>	TBNZ Management Team
<b>Date:</b>	Sunday, 15 December 2024
<b>Time:</b>	8:00 pm to 9:30 pm (NZDT)
<b>Location:</b>	Zoom Meeting ID 445 781 4032, Zoom
<b>Committee Members:</b>	Claire Gow, Ian Klein, Jim Roberts, Melonie Lister, Pete Richardson, Rob Jacobsen, Shorty Madeley
<b>Apologies:</b>	Aaron King, Sarah Young

### 1. Opening Meeting

#### 1.1 Minutes from last meeting

TBNZ Management Team Meeting 3 Nov 2024, the minutes were confirmed as presented.



#### Approve Minutes

Minutes approved as presented

<b>Decision Date:</b>	15 Dec 2024
<b>Mover:</b>	Shorty Madeley
<b>Seconder:</b>	Pete Richardson
<b>Outcome:</b>	Approved

### 2. Actions from Previous Meetings

#### 2.1 Review Action Item List

Due Date	Action Title	Owner(s)
8 Nov 2024	Policy review <b>Status:</b> Completed on 10 Nov 2024	Pete Richardson
8 Nov 2024	Update Trans Gender Policy <b>Status:</b> Completed on 10 Nov 2024	Melonie Lister
8 Nov 2024	Add wording to National Team Selection Policy <b>Status:</b> Completed on 8 Nov 2024	Ian Klein
8 Nov 2024	Add proposed clauses to Ranking Policy <b>Status:</b> Completed on 10 Nov 2024	Pete Richardson
8 Nov 2024	Share the Asian Intercity Bowling Championship to TBNZ Management team <b>Status:</b> Not Started	Sarah Young
8 Nov 2024	Trans-gender athletes <b>Status:</b> Completed on 10 Nov 2024	Melonie Lister
15 Nov 2024	Respond to Rob Pollock <b>Status:</b> Completed on 14 Nov 2024	Ian Klein

### 3. Managements Reports and Updates

#### 3.1 Finance



##### Approve Financial Reports

Finance Report Approved as presented

**Decision Date:** 15 Dec 2024

**Mover:** Jim Roberts

**Seconded:** Shorty Madeley

**Outcome:** Approved



##### Order Medals

Pete to order NTC and Senior Nats Medals to spend remaining grant funding

**Due Date:** 31 Jan 2025

**Owner:** Pete Richardson

#### 3.2 Administration

935 Members have registered in the new Sporty system.

576 Male

359 Female

#### 3.3 Technical

Two honour games have been bowled since the last meeting but the paperwork for the centres has not been received yet.

These will be processed when the paperwork is submitted



##### Create wording for 2025 sanctioning paperwork

Aaron to write the proposed wording for an independent spot check of lane sanctioning which is to be included in the letter sent to centres for 2025/26 sanctioning.

To be sent to Shorty for review and then the rest of the management team for approval

**Due Date:** 31 Jan 2025

**Owners:** Aaron King, Shorty Madeley

#### 3.4 Education Manager

Files have been retrieved from Josie's computer and have been made available on the TBNZ collaboration Google Drive.

#### 3.5 Sport Integrity Commission



##### Review IBF anti-doping rules

IBF have provided a document to TBNZ titled "Education Requirements for International Federations in accordance with IBF anti-doping rules"

This is to be reviewed in line with what the NZ Sport Integrity Commission provide for Clean Sport 101 training

**Due Date:** 31 Jan 2025

**Owner:** Claire Gow

### 3.6 Tournament

TBNZ NTC was looking like being 16 teams but with recent events it is now more likely to be 11 or 12 teams for 7 centres.



#### **Update TBNZ tournament web page**

TBNZ tournament web page to be updated to reflect 2025 only.  
2024 calendar and results summary to be created and moved to Records page

**Due Date:** 31 Dec 2024

**Owner:** Ian Klein



#### **Create Ball Registration Process**

Documentation and Ball registration forms to be created for the 2025 TBNZ NTC and future TBNZ tournaments

**Due Date:** 31 Jan 2025

**Owner:** Pete Richardson

### 3.7 Media

No update from Sarah

### 3.8 CEO Update

Manukau Superstrike announced to its league bowlers this week that it is trading insolvent and is likely to close in the near future.

This may remove several tournaments from the tournament calendar and the TBNZ50 National Team Championships may need to be relocated.

Candidates are being interviewed for the position of Coaching Committee Manager / Coaching Committee Convenor / Youth Coaching Coordinator previous held by Jason Waters.

Thoughts are that this is too big a role for a single volunteer as it has evolved over time and a review is underway to break this into two parts.

Maybe

1. National Squad Manager

2: National Coaching Convenor

Previous Job Description are to be reviewed.



#### **Review Previous job descriptions**

Ian to provide older job descriptions for review by Rob

**Due Date:** 31 Jan 2025

**Owners:** Ian Klein, Rob Jacobsen

## 4. General Business

### 4.1 New Incorporated Societies Act

### 4.2 Any other General Business

International Tournaments.

The Board is investigating sending one male, one female and coach to the Youth World Cup, June 15-22 2025 in Helsingborg, Sweden.

The Board is investigating sending a Senior and Grand Senior team to the World Seniors Championships, Oct 13-24 2025 in Reno, USA

For Centre Based tournaments it may be time to add a separate Grand Senior Division to some tournaments.

Ranking Policy will need to be reviewed is Grand Senior division is to be ranked as that is currently not possible because of the age handicap.

Review needed of the perceived advantage that Youth bowlers have in a tournament with multiple divisions, as they bowl the Youth Masters prior to the Open Masters.

Options may be to use different lane patterns , timing of events , or only allow entry in a single division



### Revert back to the previous definition of a session in the TBNZ rule book

Proposed to revert back to the previous definition of a session in the TBNZ rule book to allow ball resurfacing at lane changes.

**Decision Date:** 15 Dec 2024  
**Mover:** Ian Klein  
**Seconder:** Pete Richardson  
**Outcome:** Approved



### Update TBNZ Rule Book

Revert back rule 128 for session definition and any other associated changes required

**Due Date:** 31 Jan 2025  
**Owner:** Ian Klein

## 5. Close Meeting

### 5.1 Close the meeting

**Next meeting:** TBNZ Management Team Meeting - 16 Feb 2025, 8:00 pm

### New Actions raised in this meeting

Item	Action Title	Owner(s)
3.1	Order Medals <b>Due Date:</b> 31 Jan 2025	Pete Richardson
3.3	Create wording for 2025 sanctioning paperwork <b>Due Date:</b> 31 Jan 2025	Aaron King, Shorty Madeley
3.5	Review IBF anti-doping rules <b>Due Date:</b> 31 Jan 2025	Claire Gow
3.6	Update TBNZ tournament web page <b>Due Date:</b> 31 Dec 2024	Ian Klein
3.6	Create Ball Registration Process <b>Due Date:</b> 31 Jan 2025	Pete Richardson
3.8	Review Previous job descriptions <b>Due Date:</b> 31 Jan 2025	Ian Klein, Rob Jacobsen

Item	Action Title	Owner(s)
4.2	Update TBNZ Rule Book <b>Due Date:</b> 31 Jan 2025	Ian Klein

Signature: \_\_\_\_\_

Date: \_\_\_\_\_