

CONFIRMED MINUTES

TBNZ MANAGEMENT TEAM MEETING



At the **TBNZ Management Team Meeting** on **3 Nov 2024** these minutes were **confirmed as presented**.

Name:	TBNZ Management Team
Date:	Sunday, 22 September 2024
Time:	8:00 pm to 9:00 pm (NZST)
Location:	Zoom Meeting ID 445 781 4032, Zoom
Committee Members:	Claire Gow, Ian Klein, Jim Roberts, Melonie Lister, Pete Richardson, Shorty Madeley, Stephen Penney
Apologies:	Aaron King, Sarah Young, Rob Jacobsen

1. Opening Meeting

1.1 Minutes from last meeting

TBNZ Management Team Meeting 18 Aug 2024, the minutes were confirmed as presented.



Accept Previous Minutes

Previous Minutes accepted as presented

Decision Date:	22 Sept 2024
Mover:	Claire Gow
Seconded:	Shorty Madeley
Outcome:	Approved

2. Actions from Previous Meetings

2.1 Review Action Item List

Due Date	Action Title	Owner
23 Aug 2024	Quotes for BoardPro and Sporty to be obtained Status: Completed on 23 Aug 2024	Ian Klein
26 Aug 2024	Provide updated Membership list to Shorty Status: Completed on 29 Aug 2024	Ian Klein
13 Sept 2024	Reply to Jess at Masters Games about Whanganui 2025 Status: Completed on 12 Sept 2024	Ian Klein
27 Sept 2024	Trans-gender athletes Status: In Progress	Melonie Lister
27 Sept 2024	Contact current coaches Status: Completed on 22 Sept 2024	Stephen Penney
30 Sept 2024	Re-advertise Education Manager Position Status: Completed on 3 Nov 2024	Stephen Penney

3. Managements Reports and Updates

3.1 Finance



Accept Finance Report

Finance Report accepted as presented

Decision Date: 22 Sept 2024

Mover: Jim Roberts

Secunder: Ian Klein

Outcome: Approved

The total bank balance is \$ 103,078 as of 20 September 2024 consisting of: -

Current Account \$ 7,631

Online Saver Account \$ 78,595

Squad Account \$ 16,852

3.2 Administration

830 Members have registered in the new Sporty system.

510 Male

320 Female

3.3 Technical

Paperwork for 2025 sanctioning getting prepared.

This will be sent out in late December or early January

No Honour Games since last meeting

3.4 Education Manager

Carl Mollet has passed his Level 1 coaching assessment.

TBA have confirmed this and are processing his certificate

Nelson Navalta is attempting to do bronze training but had issues joining the first Zoom meeting. Still working with TBA to get access and how to catch up the first session.

Connor Frith and Rob Jacobsen are intending to complete Bronze training in 2025

Bronze level information on TBNZ web site has been updated.

Clean Sport page also updated



Rewrite Education Manager Job Description

Move coaching accreditation , badges and courses to Education Manger from Coach Administrator.

See to Ian for publishing

Due Date: 30 Sept 2024

Owner: Stephen Penney

3.5 Sport Integrity Commission

No updates for this meeting

3.6 Tournament

TBNZ18 and TBNZ21 Nationals start next Sunday 29th September.

Entries are similar or a little higher than previous years, due to bowlers bowling in multiple divisions.

Nine Teams bowling in the TBNZ21 NTC.

Venue for the banquet will have to change because the booked venue has been sold and will be closed immediately for renovations.

2025 tournament calendar is waiting for responses from a few centres before this is published.

Open Nationals are moving a week later in June.

North City Tenpin need to have at least 16 lanes certified by 31 December to be eligible to host TBNZ national tournaments.

3.7 Media

No update for this meeting

3.8 CEO Update

Team is currently competing in the Asian Open Championships in Bangkok.

Connor Frith very ill and in hospital with pneumonia and associated infections.

Rob Jacobsen stepped up and purchased some gear and shoes to enable a complete mens team.

This added to the workload for Mark Stretton.

TBNZ21 team to Australia in October, managed by Lisa, is going well.

TBNZ50 team to Australia, managed by Terry Mustchin, is progressing well.

NZ is playing off against Australia and the Asian championships for a spot for the World Championships.

This was not communicated to TBNZ and comes as a surprise.

Oceania only has one spot.

Follow up required.

We are not able to secure a spot via the Asian Zone as they get spots for their top ten countries , but NZ is not on that list and it is unlikely that they will give up a spot for us.

4. General Business

4.1 Transgender Policy



Send out proposed Trans Gender Policy

Send out proposed policy for review by all before the next meeting

Due Date: 25 Oct 2024

Owner: Ian Klein

4.2 Any other General Business

On behalf of the team Pete thanked Stephen Penney for the hard work over the past three weeks. Attending the TBNZ Management team meetings and the go between the board and the team is much appreciated.

Stephen replied with thanks to all the management team. As a group of volunteers you are an under appreciated asset that do a fantastic job.



Policy review

Policies to be reviewed and updates distributed to the team for discussion at the next meeting

Due Date: 11 Oct 2024

Owner: Pete Richardson

5. Close Meeting

5.1 Close the meeting

Next meeting: TBNZ Management Team Meeting - 3 Nov 2024, 8:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
3.4	Rewrite Education Manager Job Description Due Date: 30 Sept 2024	Stephen Penney
4.1	Send out proposed Trans Gender Policy Due Date: 25 Oct 2024	Ian Klein
4.2	Policy review Due Date: 11 Oct 2024	Pete Richardson

Signature: _____

Date: _____