

CONFIRMED MINUTES

TBNZ MANAGEMENT TEAM MEETING



At the **TBNZ Management Team** on **9 Mar 2025** these minutes were **confirmed as presented**.

Name:	TBNZ Management Team
Date:	Sunday, 16 February 2025
Time:	8:00 pm to 9:30 pm (NZDT)
Location:	Zoom Meeting ID 445 781 4032, Zoom
Committee Members:	Aaron King, Claire Gow, Ian Klein, Jim Roberts, Melonie Lister, Pete Richardson
Apologies:	Shorty Madeley, Sarah Young

1. Opening Meeting

1.1 Minutes from last meeting

TBNZ Management Team Meeting 15 Dec 2024, the minutes were confirmed as presented.



Approve Minutes

Meeting Minutes approved as presented

Decision Date:	16 Feb 2025
Mover:	Pete Richardson
Seconder:	Jim Roberts
Outcome:	Approved

2. Actions from Previous Meetings

2.1 Review Action Item List

Due Date	Action Title	Owner(s)
31 Dec 2024	Update TBNZ tournament web page Status: Completed on 24 Dec 2024	Ian Klein
31 Jan 2025	Review definition of a Session in Playing Rules for cleaning Status: Completed on 16 Feb 2025	Melonie Lister
31 Jan 2025	Order Medals Status: Completed on 31 Jan 2025	Pete Richardson
31 Jan 2025	Create wording for 2025 sanctioning paperwork Status: Completed on 16 Feb 2025	Aaron King, Shorty Madeley
31 Jan 2025	Review IBF anti-doping rules Status: Completed on 16 Feb 2025	Claire Gow
31 Jan 2025	Review Previous job descriptions Status: Completed on 3 Feb 2025	Ian Klein, Rob Jacobsen

Due Date	Action Title	Owner(s)
31 Jan 2025	Update TBNZ Rule Book Status: Completed on 17 Jan 2025	Ian Klein
7 Mar 2025	Share the Asian Intercity Bowling Championship to TBNZ Management team Status: Not Started	Sarah Young
17 Mar 2025	Create Ball Registration Process Status: In Progress	Melonie Lister, Pete Richardson

3. Managements Reports and Updates

3.1 Finance



Approve Finance Report

Finance Report approved as presented

Decision Date: 16 Feb 2025
Mover: Jim Roberts
Seconder: Ian Klein
Outcome: Approved

3.2 Administration

2025 Membership form is available in Sporty.

New section at the bottom to comply with the new Incorporated Society rules that says that people must agree to be a member.

"I agree to be a member of Tenpin Bowling New Zealand and abide by the Code of Conduct"

2025 Partner centre agreements have been sent out and awaiting for them to be signed and returned.

3.3 Technical



Honor Games

International honour games will only be recognised if representing NZ or an NZ team.

Decision Date: 16 Feb 2025
Mover: Aaron King
Seconder: Ian Klein
Outcome: Approved



Update TBNZ Rule Book for rule 401 - INDIVIDUAL 300 GAME & 800 THREE-GAME SERIES AWARDS

Add "Awards bowled internationally will only be included if the member is representing New Zealand."

Due Date: 21 Feb 2025
Owner: Ian Klein

3.4 Education Manager



Follow up with Nelson Navalta

Touch base with Nelson to find out how his coach certification training is progressing.

Due Date: 28 Feb 2025

Owner: Claire Gow

Contact TBA to determine if there will be additional Bronze Coaching courses this year.

TBNZ need to get more coaches moving up the coaching levels



Update Level 1 and Silver Course Information on the TBNZ web site

Update the web pages with the information provided by Claire

Due Date: 28 Feb 2025

Owner: Ian Klein

3.5 Sport Integrity Commission

IBF document titled "Education Requirements for International Federations in accordance with IBF anti-doping rules" has been reviewed and it aligns with what the NZ Sport Integrity Commission provide for Clean Sport 101 training.

Nothing new on the updated WADA prohibited drug list that needs notification to our members.

3.6 Tournament

NTC has 14 teams.

Waitakere x 4

Manukau x 4

Tauranga x 3

Hawkes Bay x 1

North City x 2



Confirm status of Manukau centre for hosting TBNZ50 NTC in August

Confirm status of Manukau centre for August 2025

Due Date: 21 Feb 2025

Owner: Aaron King

If unsuitable response from Manukau then the TBNZ50 NTC tournament will need to be relocated to another centre.

Final date for this decision is no later than 28 Feb

Senior Nationals Rules for 2025 are being reviewed and expect to be published in Mid March

Ball Registration form has been created and tested for 2025 NTC.

Some minor modifications are needed.

Team managers to be advised shortly.

Bowling balls to be registered before Monday 24th March 2025

3.7 Media

No update for this meeting

3.8 CEO Update

As we currently do not have a CEO there is no update for this meeting.

Ian is monitoring the CEO email inbox and replying or distributing it to the appropriate people as required.

4. General Business

4.1 New Incorporated Societies Act

Time constrained in the meeting to discuss this.

Planned that this is the main agenda item for the next meeting.

Ian to attend webinar hosted by MBIE on March 6th to determine next steps for TBNZ

TBNZ is a tier 3 organisation which means the reporting and finance obligations are more detailed

4.2 Senior Worlds

Tournament is in October.

Heads up to be sent out as soon as possible.



World Senior Selection Interest

Ian to send out an email to the senior squad members regarding interest in participating in the IBF Senior World Championships in October.

Bowlers will need to state if they are available for Senior or Grand Senior Selection

Due Date: 21 Feb 2025

Owner: Ian Klein

4.3 Any other General Business

None

5. Close Meeting

5.1 Close the meeting

Next meeting: TBNZ Management Team - 9 Mar 2025, 8:00 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
3.3	Update TBNZ Rule Book for rule 401 - INDIVIDUAL 300 GAME & 800 THREE-GAME SERIES AWARDS Due Date: 21 Feb 2025	Ian Klein
3.4	Follow up with Nelson Navalta Due Date: 28 Feb 2025	Claire Gow
3.4	Update Level 1 and Silver Course Information on the TBNZ web site Due Date: 28 Feb 2025	Ian Klein

Item	Action Title	Owner(s)
3.6	Confirm status of Manukau centre for hosting TBNZ50 NTC in August Due Date: 21 Feb 2025	Aaron King
4.2	World Senior Selection Interest Due Date: 21 Feb 2025	Ian Klein

Signature: _____

Date: _____