

# CONFIRMED MINUTES

## TBNZ BOARD MEETING



At the **Appoint Chair for board** on **29 Jun 2025** these minutes were **confirmed as presented**.

<b>Name:</b>	Tenpin Bowling New Zealand
<b>Date:</b>	Monday, 5 May 2025
<b>Time:</b>	8:00 pm to 10:00 pm (NZST)
<b>Location:</b>	Zoom or Audio Call In, Nationwide
<b>Board Members:</b>	Julieanne Mollet (Chair), Allison Haynes, Brodie Hunt, Clare Sahayam, Fred Housham
<b>Attendees:</b>	Ian Klein

## 1. Opening Meeting

### 1.1 Confirm Minutes

**TBNZ Board Meeting 3 Mar 2025**, the minutes were confirmed as presented.



#### Confirm Minutes

Meeting minutes approved as presented

<b>Decision Date:</b>	5 May 2025
<b>Mover:</b>	Julieanne Mollet
<b>Seconder:</b>	Fred Housham
<b>Outcome:</b>	Approved

## 2. Action List

### 2.1 Action Item List

Due Date	Action Title	Owner(s)
29 Nov 2024	Timing of Youth Masters and Open Masters to be investigated <b>Status:</b> Completed on 4 Mar 2025	Allison Haynes
10 Mar 2025	Send information to Senior Selection Committee <b>Status:</b> Completed on 11 Mar 2025	Ian Klein
28 Mar 2025	Investigate hiring a container for Ball Storage <b>Status:</b> Completed on 5 May 2025	Allison Haynes
21 Apr 2025	Review changes to constitution for the 2025 AGM <b>Status:</b> Completed on 5 May 2025	Julieanne Mollet
1 Jul 2025	Future action for checking signatories after each AGM <b>Status:</b> In Progress	Julieanne Mollet

### 3. Chief Executive Officer Report

#### 3.1 Management Team Update

Update from Ian from the latest TBNZ Management team meeting.

Highlights were

1. South Pacific Bowling made inquiries about Bowl Patrol, if that program was still active and if they could assist in getting it running in other centres.  
TBNZ would be supportive of any assistance but any cost to TBNZ would need to be covered by grant funding or we would be unable to help.
2. Coaches are being contacted to ensure they are still currently coaching and they are also being encouraged to up-skill to the next coaching level.

#### 3.2 AGM



##### **Schedule time and Date for 2025 Annual General Meeting**

Agreed that the 2025 Annual General Meeting will be held via Zoom on the 29th June at 2:00PM

**Decision Date:** 5 May 2025  
**Mover:** Julieanne Mollet  
**Second:** Fred Housham  
**Outcome:** Approved

Julieanne Mollet, Brodie Hunt and Clare Sahayam will retire from the board due to 2 year rotation.  
Brodie will not be available for nomination going forward due to family commitments



##### **Send notification to all current TBNZ members**

Ian to use Sporty email ability to send an email to all current TBNZ members to inform them of the upcoming AGM

**Due Date:** 16 May 2025  
**Owner:** Ian Klein

#### 3.3 New Incorporated Societies Act - review Constitution for AGM

The updated constitution was reviewed and will be presented to the members at the AGM for approval



##### **Create remit for constitution changes needed for re-registering under the new 2022 Inc Society Act**

Create Remit

**Due Date:** 23 May 2025  
**Owner:** Ian Klein

#### 3.4 Financial Report



##### **Approve Financial Report**

Financial Report Approved as presented

**Decision Date:** 5 May 2025  
**Mover:** Brodie Hunt  
**Second:** Julieanne Mollet  
**Outcome:** Approved

## 4. General Business

### 4.1 Tournaments

The Board discussed the financial aspects of the National Tournaments.

The price for National Teams Championships to be reviewed for 2026 due to a second round of Bakers that was added to the schedule for 2025 which increased lane fees expenditure.

It was considered that trophies for National Champions, in addition to medals, was a way to make the event feel more prestigious. The group discusses the pros and cons of trophies versus championship shirts, with some members preferring trophies for their longevity.



#### Prize money for National Tournaments

The proposal for Prize money to be paid for National Tournaments to be raised at the upcoming AGM.

There was not enough time to consider the full implications before the TBNZ50 event and so any proposal will be implemented in 2026 if agreed..

**Decision Date:** 5 May 2025  
**Mover:** Julieanne Mollet  
**Seconded:** Brodie Hunt  
**Outcome:** Approved

The Board discussed a proposal of the possibility of moving the junior youth tournament to January.

While this could benefit university students and bowling centers, concerns are raised about post-Christmas financial strain and leave availability for parents.

A previous attempt to move the tournament to January was unsuccessful and unpopular.

A survey will be conducted to gather opinions from parents and bowlers but acknowledge potential challenges in getting meaningful responses.

The matter was referred back to the tournament committee for further consideration, noting the complexities of timing, costs, and age-out implications for participants.



#### Get quotes for additional trophies.

Julieanne to contact Pete to get quotes for the National Champions trophies so these can be added to the upcoming funding application

**Due Date:** 9 May 2025  
**Owner:** Julieanne Mollet

### 4.2 National Teams

The Board discussed issues with team management and unpaid bills, particularly focusing on one outstanding debt. They decided to exclude a bowler from the national team for the remainder of 2025 and prevent their children from representing New Zealand until the payment is made in full.



#### Contact bowler with outstanding debt

Julieanne to contact the bowler to discuss payment options.

**Due Date:** 9 May 2025  
**Owner:** Julieanne Mollet



#### Remove bowler from National Squad

Bowler to be removed from the National Squad and their children will not be selected for future events until debt is paid in full.

**Decision Date:** 5 May 2025  
**Mover:** Julieanne Mollet  
**Seconded:** Fred Housham  
**Outcome:** Approved

A third person is needed on the Open selection panel and Julieanne volunteered for this specific instance only.

Those bowlers who have made themselves available for selection for the Open World Champs team (should an invitation be extended to NZ) to be sent to Open Selection panel.

For the Senior World Champs, the team decides against appointing separate coaches due to cost concerns and the presence of experienced players who can coach each other. Fred is tasked with contacting Mark about being named as coach for paperwork purposes. Terry will be appointed as the manager for the Senior team.

It was proposed to create three squad administrator roles to handle the administrative tasks for senior, open, and youth squads. These roles would involve sending initial emails, collecting responses for team selections, providing information to selectors, and communicating outcomes to players.

The board agrees this would help distribute the workload that would have been handled by the CEO (as this position is vacant).

The board also discusses a miscommunication regarding a bowlers application for the Reno team, which led to them not being informed of their non-selection before the team announcement.



#### **Arrange for Sarah to create an advertismtent for Squad Administrators**

An advertisement for these positions to be created and aim to have applications by the end of May.

**Due Date:** 9 May 2025  
**Owner:** Julieanne Mollet



#### **Create Manager work instructions / Handbook and example budget spreadsheet**

To give guidance and assistance to new managers stepping in to manage an oversea team, a Handbook or work instructions should be created.

An example of a budget spreadsheet should also be created.

Standardizing processes and providing better support for inexperienced managers is necessary to prevent future issues.

**Due Date:** 30 May 2025  
**Owner:** Allison Haynes

### **4.3 Oceania Zone (Placeholder)**

### **4.4 Grant Applications (Placeholder)**



#### **Apply for funding for Trophies and Medals**

It was resolved to apply to NZCT for funding for Trophies and Medals with the final price to be confirmed later

**Decision Date:** 5 May 2025  
**Mover:** Julieanne Mollet  
**Seconded:** Fred Housham  
**Outcome:** Approved

## 4.5 Hall of Fame

Nominations received for the 2025 Hall of Fame to be sent to the Hall of Fame committee for review and select of inductees.

## 4.6 Other General Business

## 4.7 Announcements from this meeting

## 5. Close Meeting

### 5.1 Close the meeting

**Next meeting:** Appoint Chair for board - 29 Jun 2025, 3:00 pm

### New Actions raised in this meeting

Item	Action Title	Owner(s)
3.2	Send notification to all current TBNZ members <b>Due Date:</b> 16 May 2025	Ian Klein
3.3	Create remit for constituion changes needed for re-registering under the new 2022 Inc Society Act <b>Due Date:</b> 23 May 2025	Ian Klein
4.1	Get quotes for additional trophies. <b>Due Date:</b> 9 May 2025	Julieanne Mollet
4.2	Contact bowler with outstanding debt <b>Due Date:</b> 9 May 2025	Julieanne Mollet
4.2	Arrange for Sarah to create an advertisment for Squad Administrators <b>Due Date:</b> 9 May 2025	Julieanne Mollet
4.2	Create Manager work instructions / Handbook and example budget spreadsheet <b>Due Date:</b> 30 May 2025	Allison Haynes

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

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