



ITTF-Oceania Management Committee Meeting Minutes

Date: Saturday 22nd of June 2019

Location: Hexagon International Hotel, Nadi, Fiji & Skype

Time: 12:00 Australian Eastern Standard Time

13:00 New Caledonia Time

14:00 Fiji, Nauru & Tuvalu Time

16:00 Friday 21st June 2019 Tahiti Time

1. Meeting Open & Welcome by Chairman

Mr. Ho opened the meeting at 12:10 Fiji time and welcomed all MC members and invited guests.

2. Roll Call

In attendance

- Anthony Ho, Tearoa Iorangi, Paul Kyle, Xuan (Carolyn) Li, Scott Houston, George Shao & Choy Freddy. Therefore, a quorum was achieved with 7 out of 12 MC members.

Also, in Attendance

- Ryan Wiegand (Secretary), Barry Griffiths (General Manager), Jessica MacAskill (High Performance & Development Manager), Philip Males (Personal Honorary Member), Michael Brown (ITTF CFO), Narendra Lal (Fiji Table Tennis Association), Gary Williams (Table Tennis New Zealand) & Joh Fifita (Tonga Table Tennis Federation).

Apologies

- Graeme Ireland, Alan Resture & Tearo Le Caill.

Absent

- Cathy Gauthier & Reagan Moses

3. Minutes of Previous Meetings

3.1 Minutes circulated prior to the meeting (25/04/2019).

- No comments
- Minutes from 25/04/2019 were moved by Mr Houston and seconded by Miss Li.

4. Induction of ITTF-Oceania MC Member

4.1. Appoint a new ITTF-Oceania Management Committee Member following Jessica MacAskill's resignation

- Mr Ho explained how Miss MacAskill resigned from her position as an ITTF-Oceania Management Committee Member due to her



applying for the role of ITTF-Oceania High Performance & Development Manager on the 24th May 2019.

- Mr Wiegand sent out a notice to all ITTF-Oceania Member Associations for ITTF-Oceania Management Committee Member nominations on the 3rd June 2019 so that the ITTF-Oceania Management Committee could make a decision at this meeting as per the ITTF-Oceania Constitution.
- Nominations closed on Thursday 20th June 2019 and there were two nominations received from Guam Table Tennis Federation (Mr James Ji Jnr) and Table Tennis New Zealand (Ms Sarah Sandley).

Resolution #1:

Appoint a new ITTF-Oceania Management Committee Member following Jessica MacAskill's resignation:

The ITTF-Oceania Management Committee Members voted Ms. Sarah Sandley as the new ITTF-Oceania Management Committee Member unanimously until the next ITTF-Oceania Management Committee elections in 2020.

5. Finances

5.1 May 2019 Financial Report Update

- Sports Accounting Australia provided an up to date Financial Report up until 31st May 2019.
- Mr Ho ran through the Financial report tabled by Sports Accounting Australia with the ITTF-Oceania MC Members.

Resolution #2:

May 2019 Financial Report Update:

The ITTF-Oceania Management Committee Members unanimously ratified the May 2019 Financial Report

- Mr Houston mentioned that ITTF-Oceania should now look at getting Sports Accounting Australia on a retainer now that a lot of the hard work has been completed.
- Mr Houston stated that the \$5,000 AUD invoice sent to Table Tennis Australia for the 2018 ITTF World Junior Championships is still in ITTF-Oceania's Account Receivables and would like to get a resolution on this. Mr Houston mentioned that the former Table Tennis Australia CEO Mr Marriott signed the contract the day after he resigned between Table Tennis Australia and ITTF-Oceania for the 2018 ITTF World Junior Table Tennis Championships. Mr Holtz also sent the \$5,000 AUD invoice after the event on the 26th



- December 2018 so ITTF-Oceania must not have needed the money. Table Tennis Australia is still in \$150,000 - \$200,000 in debt.
- Mr Houston asks for this invoice to be waived and that he will leave the room so that the rest of the ITTF-Oceania Management Committee Members can discuss this privately due to Mr Houston having a conflict of interest in this matter being the current CEO of Table Tennis Australia and an ITTF-Oceania Management Committee Member.
 - The ITTF-Oceania Management Committee went in committee to discuss this matter.
 - Mr Ho asked Mr Houston to come back into the meeting. Mr Ho stated that the outstanding invoice will remain however the ITTF-Oceania Management Committee is open to waiting for Table Tennis Australia to be able to pay this invoice back in the future or be given back via contra payment for the 2020 ITTF-Oceania AGM/2020 ITTF-Oceania Championship subsidies for accommodation so Pacific countries can attend or any other initiatives Table Tennis Australia can think of.
 - Mr Ho mentioned that just because the event was successful and made a profit isn't grounds to ask for the invoice to be waived as then the ITTF, Victorian Government and the Bendigo Council may ask for their money back as well.
 - Mr Houston stated he will need to take it back to the Table Tennis Australia board for consideration. Mr Houston asked why the invoice could not be waived as the contract was signed by the former Table Tennis Australia's CEO and questioned his motives signing this contract based on resigning the day before signing it. Mr Griffiths mentioned that he met Table Tennis Australia President Mr Sonnet for coffee three weeks ago before this meeting when in Melbourne and Mr Sonnet acknowledged that he met with the previous Executive Director Mr Holtz and Mr Sonnet agreed to pay this outstanding invoice. Mr Houston asked when this happened, and Mr Griffiths said he met Mr Sonnet three weeks ago however Mr Sonnet must have met Mr Holtz a while ago to reduce the invoice from \$10,000 to \$5,000 which Mr Sonnet agreed to.
 - Mr Ho also mentioned that Table Tennis Australia saved around \$20,000 by not having to send players to Europe or Asia and only had to pay domestic airfares plus hospitality. Mr Houston disagreed as Table Tennis Australia gets this funding from Commonwealth Games Australia for this event and does not use any other funding for this event.
 - Mr Ho suggests Mr Houston takes this back to the Table Tennis Australia board to discuss further for a solution.
 - Mr Kyle spoke how he has received numerous emails from Jeremy in the past 6 months in regard to ITTF-Oceania's finances and the current Australian Taxation Office (ATO) super, PAYG and tax liability. Mr Kyle would like to see a portion of ITTF-Oceania's current reserves set aside and not touched so that Mr Kyle and other ITTF-Oceania MC members are not held liable to pay for any future fines from the ATO in the next 7 years and until the director's insurance is in place.



- Mr Kyle also mentioned that Ms Sandley will not come onto the ITTF-Oceania MC until proper Directors insurance is in place.
- Mr Houston backed Mr Kyle's statement and that at the end of the day the current ITTF-Oceania MC is personally liable for any financial liabilities held against ITTF-Oceania however Mr Houston mentioned Directors liability insurance do not pay out on negligence so correct governance principles need to be in place so that this does not happen.
- Mr Ho mentioned that ITTF-Oceania is governed by Australian law, so a lot of the current MC Members are not aware of the rules that are governed by Australian Law and that it is good having Scott on the MC to guide what processes to follow.
- Mr Houston said the likelihood of the current ITTF-Oceania MC members being held responsible directly is very low.
- Mr Ho mentioned that ITTF-Oceania needs to build the reserves up more than decreasing it which means we need to make more profits.
- Mr Houston asked what ITTF-Oceania's reserves were and Mr Ho responded saying our assets or retained earnings are ITTF-Oceania's reserves currently.
- Mr Kyle asked why the ITTF was not paying invoices if ITTF-Oceania is using the reserve funds. Mr Ho mentioned it was due to the freeze on the High Performance and Development funding and HR issues.
- Mr Brown stated that two main invoices have been held by senior management before payment will be made. One is because of the hiring process of the High Performance & Development Manager role and that it was not collaborated with the ITTF.
- Mr Kyle stated we need to move forward with each other.
- Mr Griffiths asked if ITTF-Oceania HR committee were aware that ITTF needed to be involved. Mr Ho was not aware, and everyone is confused in the processes. Mr Ho asked how involved does ITTF want to be in hiring ITTF-Oceania staff. Mr Brown said it depends on the income stream from the ITTF.
- Mr Houston asked Mr Brown if ITTF have a one or two-page document stating the involvement ITTF want. This will be looked into as ITTF development do not generate money whereas the events/marketing department do so money is scrutinised more in different departments within the ITTF.
- Mr Kyle asked Mr Brown how this funding freeze can be resolved as we need to be move on. ITTF's concern is ITTF-Oceania's staffing structure going from 2 staff to 1 in the High performance and development area.
- Mr Brown showed a staffing overview in each continent for Operations, competitions, marketing and HP and development. Mr Brown mentioned ITTF wants to move on and look towards the future but there has been a lot of negativity from the past in the last few months.

5.2 Financial Policy Review

- After much debate it was asked if Mr Wiegand can tidy up the Financial Policy.
- It was agreed that the ITTF-Oceania MC members get the same daily allowance as staff and service providers get.



Resolution #3:

ITTF-Oceania Management Committee members, staff and service providers Daily Allowance:

The ITTF-Oceania Management Committee Members unanimously agreed that all Management Committee members, staff and service providers are provided with a daily indemnity of AU\$45/day when traveling on behalf of ITTF-Oceania. This cannot be claimed if hospitality is provided.

5.3 Create an ANZ New Zealand Bank Account for New Zealand Staff Members to create a connection with the IRD (NZ Tax Office)

- Mr Gleeson from Sports Accounting Australia is finding it hard getting a solution on how to get a New Zealand bank account created within New Zealand as ITTF-Oceania needs to become an entity in New Zealand for a Bank Account to be created.

Resolution #4:

ITTF-Oceania to create an ANZ New Zealand bank account:

The ITTF-Oceania Management Committee Members unanimously agreed to create an ANZ New Zealand bank account.

- Mr Ho included in this section the topic of consolidating all of ITTF-Oceania's Australian ANZ bank accounts into one account as suggested by Mr Gleeson from Sports Accounting Australia.
- My Kyle mentioned it is a lot of work changing bank accounts.

Resolution #5:

ITTF-Oceania to consolidate all its bank accounts into one Australian ANZ transaction bank account:

to stay with the ANZ bank for the time being and consolidate into one Australian ANZ transaction bank account only.

Despite very poor service received via ANZ, the ITTF-Oceania Management Committee Members unanimously agreed to continue utilizing ANZ bank. ANZ is well supported amongst the Oceania region. NAB can be set-up as an alternate bank to allow for the setting of a NZ bank account, in order to complete payroll for NZ staff. Seven ANZ accounts to be consolidated into 3 (USA, General, Higher interest-bearing account)



- At the next ITTF-Oceania MC meeting it will be decided whether we go down the path of changing banks from ANZ to National Australian Bank.
- Mr Ho gave an update on the ITTF-Oceania budgets.
- Mr Kyle & Mr Houston mentioned that ITTF-Oceania needs to make a decision whether to make a voluntary declaration or not on the unpaid super and PAYG withholding for employees/contractors engaged throughout 2016-2018.

Resolution #6:

ITTF-Oceania unpaid super and PAYG withholding for employees/contractors:

The ITTF-Oceania Management Committee Members unanimously agreed for Mr. Gleeson at Sports Accounting Australia to contact the ATO to self-confess the unpaid super & PAYG withholding for employees/contractors engaged throughout 2016-2018. Intent is to clear the provision raised via the 2018 audit and remove the liability against the current directors.

6. Events

6.1 Appoint the host of the 2020 ITTF-Oceania Cup. PNG TTA & FTTA bids received and Mr Shao/Mr Lal to talk on the bids

- Mr. Wiegand suggested before the meeting that Mr. Shao and Mr. Lal both sat down with each other to see if they could work out a solution before it having to go to a vote which they did and decided PNG host it in 2020 and Fiji in 2021.

Resolution #7:

Appoint the host of the 2020 ITTF-Oceania Cup:

The ITTF-Oceania Management Committee Members unanimously agreed for PNG to host the 2020 ITTF-Oceania Cup in Port Moresby on the 30th & 31st May 2020 with Fiji to host the 2021 ITTF-Oceania Cup.

- Mr. Brown added that from 2021 the ITTF World Cup's might change so the 2021 ITTF-Oceania Cup might change slightly as well and be more of an ITTF-Oceania Tour finals.
- Mr. Ho mentioned we might be able to tie in an awards event with the ITTF-Oceania Tour finals if things change.



7. Governance

7.1 Constitution Review Update

- Mr. Ho mentioned that it was agreed in the 2019 AGM that the current ITTF-Oceania Constitution will be reviewed and updated by the ITTF-Oceania governance working group and a submission will be submitted for the 2020 ITTF-Oceania AGM.

8. Committees

Ratify Committee Members

Resolution #8:

Mr. Ho stated that the current committees and committee members are:

Finance Committee: Xuan (Carolyn) Li (Treasurer), Anthony Ho (President), Graeme Ireland, Paul Kyle, George Shao & Scott Houston.

HR Committee: Scott Houston (Chair), Anthony Ho (President), Tearoa Iorangi & Paul Kyle.

Governance Working Group: Sarah Sandley

- Mr. Wiegand to add the MC Charter onto the ITTF-Oceania website.

9. Other Business

9.1 ITTF-Oceania Insurance Update

- Mr Griffiths to find the relevant insurance needs for ITTF-Oceania and to get quotes to present to the ITTF-Oceania MC.
- Mr Kyle presented Mr Griffiths with a quotation from Penberthy Insurance, a company well known to be supportive of Table Tennis in Auckland and New Zealand.

9.2 ITTF-Oceania Staff Update

- Mr Griffiths, Miss MacAskill and Mr Wiegand gave short updates on their areas of work.

9.3 Olympic Qualification Events

- Mr Houston asked if Table Tennis New Zealand will be allowed to enter Olympic Qualification events if their National Olympic Committee (NOC) will not endorse the players.
- Mr Brown stated that ITTF-Oceania tried to get National Associations to provide a letter from their NOC's in 2016 however it was proved to be unethical due to the Olympic movements values so in the entry form it was asked by the National Associations entering this event to ensure they have the endorsement of their NOC but ITTF-Oceania



cannot enforce it because of the Olympic movements rules of not restricting a player playing in a qualification event.

9.4 Mr Morris Letter in regard to Mr Kyle

- Mr James Morris asked our President to share an email addressed to the ITTF-Oceania AGM.
- This email had previously been circulated (the night prior) about processes and communications Mr Morris had received from Mr Kyle. Mr Kyle elected not to engage in what he considered a personal and public attack, designed purely for political gain, and suggested these matters be dealt with more appropriately by the ITTF-Oceania MC.
- Mr Kyle further detailed the 3-4 generations and 50 years of close relationships between the Kyle and Morris families and that Mr Kyle was hurt by the personal attack that comes shortly after his father's passing.
- Mr Ho said it wasn't really for any others to comment.
- Mr Kyle responded that the core issues being personal financial liability and assistance from ITTF were omitted from Mr Morris' communication, and suggested these matters would be covered within the ITTF-Oceania MC meeting to follow, together with the HR issues (both past and present).
- Mr Williams made some very sensible and guiding comments, and Mr Shao asked if Mr Ho could follow up directly and privately with Mr Morris. Mr Ho explained he has tried this.
- Mr Griffiths commented that the part relating to him within Mr Morris' email was not accurate and that he has/had received great support from Mr Kyle, and also from Mr Ho as he settles into his operational position.
- The ITTF-Oceania MC agreed at the AGM that the matters, as Mr Kyle suggested would be more appropriately addressed here, within the ITTF-Oceania MC meeting. Mr Kyle concluded that things of significance have now been addressed within either the AGM or ITTF-Oceania MC meeting, and didn't see any value in extending the meeting to re-visit personally motivated commentary.
- Mr Brown wanted to raise what Mr Morris thought was a significant issue and a fault of the ITTF-Oceania MC being the service contract for Mr Holtz, and who was responsible for its inception.
- Mr Brown wanted acknowledgement on behalf of Mr Morris to specifically cover off the issue surrounding the contracting of Mr Holtz.
- Mr Kyle stated that he never physically sighted Mr Holtz Executive Director contract before it was sent to Mr Holtz, and has in fact only ever seen a subsequent contract more recently.
- Mr Brown said that the concern from Mr Morris was that all ITTF-Oceania MC Members at the time had sighted the contract and signed it. Mr Brown sent all the emails to Mr Ho back in January 2019 as evidence. Mr Kyle asked if Mr Brown can send it again and he agreed he will send it to Mr Kyle again.
- Mr Brown viewed the emails on Mr Kyle's computer and no document as suggested by Mr Morris was attached. Mr Kyle stated that he did



not want Mr Brown to be in the middle of a dispute as “the messenger” and asked Mr Brown if he was happy to have this noted in the minutes as a “misunderstanding”. Mr Brown agreed.

- Mr Brown said the second part of Mr Morris concerns was that several of the ITTF-Oceania contractors went up to him in December at the 2018 ITTF World Junior Championships and there was a confirmation verbally that there would be a contract offered and subsequently a series of events has since happened. A lot of good work has happened in the last few months, but it was not surprising that some work had not been done because of the disruption with regard to the termination of the former Executive Directors contract.
- Mr Kyle mentioned that Mr Morris mentioned in his letter that ITTF-Oceania staff were employees however that is not the case, they were contractors, and this matter is critical to be recorded correctly as we are yet to face the Australian Taxation Office, and Mr Kyle asked that he be involved in this process to mitigate as much of the potential liability as possible.
- Mr Ho as President is to reply back to Mr Morris letter as it was addressed to Mr Ho and ITTF-Oceania. Mr Kyle is welcome to write back personally to Mr Morris but only direct. Mr Kyle stated his emails have only ever been for the purpose to ensure ITTF were aware of the perceived and real personal liability that Mr Kyle and all ITTF-Oceania MC faced, and were efforts to ensure that the ITTF were aware of his and other ITTF-Oceania MC members concerns regarding the service contract of Mr Holtz, and other contractors that has led to the liability as advised to us by the professionals that ITTF-Oceania have subsequently engaged. Mr Ho is to now write to ITTF separately and then forward any emails/responses to the ITTF-Oceania MC Members, so the ITTF-Oceania MC are across everything.

10. Date of Next Meeting:

14th August 2019

11. Meeting Close

18:55 Fiji Time

Approved:
