



## Management Committee Meeting MINUTES

Date: Thursday, 3<sup>rd</sup> of May 2018  
Location: Hotel Tylösand, Halmstad, Sweden  
Time: Immediately after BoD Meeting

### 1. Meeting Open & Welcome by Chairman

- MC Members in attendance: Mr Anthony Ho, Mr Tearoa Iorangi, Mr Graeme Ireland and Mr Paul Kyle.
- Also in attendance: Mr Phil Males (AUS), Mr Gary Williams (NZL), Mr James Morris (ITTF) and Mr Christian Holtz (ITTF-Oceania).

### 2. Apologies

- Ms Carolyn Lee, Ms Cathy Gautier, Ms Tearo Le Caill, Ms Jessica Macaskill, Mr Alan Resture, Mr Reagan Moses, Mr George Shao and Mr Choy Freddy.
- A Quorum was not reached.

### 3. Minutes of Previous Meetings

- The President's 2018 travel schedule and the Role of the Participation Officer were not discussed at the last meeting due to time constraints. Therefore, the MC discussed them under Point 8 in this meeting.

### 4. Events Update

#### 4.1 New Events Staff

- The MC was informed that Mr Ryan Wiegand has taken over the vacancy of the Events Officer position. Mr Wiegand will be tasked with driving the growth of the ITTF-Oceania Tour, the ITTF-Oceania Cup and the ITTF-Oceania Senior, Junior and Para Championships.
- Similarly, Mr Jens Lang accepted the role of Events Manager with the primary responsibility to secure, implement and grow ITTF events in Oceania. In 2018, Mr Lang is responsible for the ITTF World Tour | Australian Open and the ITTF World Junior Table Tennis Championships.

#### 4.2 Oceania Cup

- The Oceania Cup will take place in Vanuatu on the 18 & 19<sup>th</sup> of May 2018. Mr. Wiegand has made significant progress with the administration of the event.

#### 4.3 Oceania Junior Championships

- There's a concern that the equipment may not arrive in time from China. It is predicted to arrive on the 22<sup>nd</sup> of May 2018.

#### 4.4 Oceania Tour

- The Prospectus for the ITTF-Oceania Tour | Tonga will be released immediately after the World Table Tennis Championships. Mr Wiegand will be in touch with all hosts to finalise the prospectuses of the other 5 events in the tour.

#### 4.5 Australian Open



- The MC was informed that new sponsors/partners have been confirmed for the event. The Executive Director explained that Deakin University will sponsor the Australian Open and is interested in forming a strategic partnership with ITTF-Oceania including an academy and support of development programs.
- The prospectus will be released by ITTF on the 25<sup>th</sup> of May 2018.
- Mr. Lang will conduct a site inspection on the 11<sup>th</sup> of May.
- The MC discussed the need and risks associated with signing a 3-year agreement to host the Australian Open.

#### 4.6 World Junior Table Tennis Championships

- Mr Lang will conduct a site inspection on the 10<sup>th</sup> of May.
- Administration of this event is on track, with the accommodation, transport providers and venue confirmed.

Furthermore, the MC was informed that there are 2 National Associations and 1 club in Australia that have expressed an interest in hosting the 2019 ITTF-Oceania Cup. Expressions of interest will be sent out in June after the ITTF-Oceania Junior Championships.

The MC discussed the opportunity of establishing an ITTF-Oceania Veterans Open. The Guam Table Tennis Association is interested in hosting the event from the 20-24 of March 2019.

## 5. Communication Channels

### 5.1 with National Associations

- The MC clarified that strategic concerns from National Associations should be addressed to the MC, via the President.
- National Associations should address operational concerns to the Executive Director and daily concerns to the relevant staff member.

### 5.2 with MC Members

- The MC communicates as a whole with the Executive Director by establishing:
  - Strategic Direction through the 2017-2020 Strategic Plan and a policy framework.
  - Any proscriptions by setting any relevant and appropriate limits.
- The Executive Director is the sole link and point of accountability between the MC and Operations.

The MC identified a need to have a visual representation of the hierarchy of ITTF-Oceania and the lines of communication.

## 6. Constitution

### 6.1 Impact of new ITTF Constitution

- The ITTF adopted a new constitution during the World Table Tennis Championships, which has an impact on the ITTF-Oceania constitution.
- The MC discussed the need to form a Governance Subcommittee at the next MC Meeting to review the ITTF-Oceania constitution and make relevant recommendations to the MC.
- The MC agreed that Graeme Ireland, as the technical expert, should lead this process and that the work would commence in August 2018.



## **7. Marketing Agreement 2019 – 2020**

### **7.1 New agreement to be signed in 2018**

- The MC was informed that the current Marketing Agreement with ITTF expires in 2018. Therefore, a 2-year agreement will be negotiated after the World Table Tennis Championships. This is an opportunity to secure more funds and invest into the presentation of the events, grow brands of development and participation programs, and increase ITTF-Oceania's capacity in Marketing and Sales.
- The MC was informed that Mr Anthony Ho and Mr Christian Holtz were meeting with the ITTF CEO and Director of Development & High Performance to discuss forward.

## **8. Any Other Business**

### **8.1 President's 2018 Travel Schedule**

- The MC was informed that the ITTF-Oceania President intends to travel to the following events:
  - The ITTF-Oceania Cup in Vanuatu, the ITTF-Oceania Junior Championships in Cook Islands, the general assemblies of ONOC, OSFO and the Pacific Games Council in Samoa, the ITTF-Oceania staff meeting, the inaugural ITTF-Oceania Tour event in Tonga, the Australian Open in Geelong and the World Junior Table Tennis Championships in Bendigo.
  - The President disclosed that attending these events will exceed the annual budget, and Mr Ho will personally cover these expenses.
- Mr Kyle commented that it is not appropriate for the President to pay for travel that is directly aligned with the strategic objectives of ITTF-Oceania.

### **8.2 Role of Participation Officer**

- The objective of the role is to increase capacity of National Associations to deliver inclusive participation programs and promote healthy lifestyle behaviours.
- The MC discussed that the position is currently funded solely through the Smash Down Barriers program, and Australia determines the countries involved. Therefore, under the current circumstances the role is limited to the 5 countries involved in the Smash Down Barriers program.
- By developing a new Oceania Schools Program, the role will be able to service the participation needs of all 24 National Associations.
- The MC discussed the options of employing another development officer to support the Participation Officer, or employ in-country development managers.

### **8.3 Signing Authority**

- The MC discussed signing authorities, access to bank accounts and accounting packages. Mr Kyle seeks to have signing authority and access to the bank account. Mr Ireland pointed out that ITTF-Oceania currently has 3 signatories and 2 MC Members (the President and the Treasurer) who are copied in all transactions/payment processes. Therefore, there isn't a need to add another signatory.

## **9. Date of Next Meeting**

### **9.1 TBC July/August 2018.**

## **10. Meeting Close**