



ITTF-Oceania Management Committee Meeting Minutes

Date: Wednesday 9th of October 2019

Location: Skype ITTF-Oceania MC Group Chat

Time: 15:30 Australian Eastern Standard Time & PNG Time

16:00 Australian Central Time

16.30 Australian Eastern Daylight Time & New Caledonia Time

17.30 Fiji, Kiribati, Nauru & Tuvalu Time

18:30 New Zealand Daylight Saving Time

19.30 Cook Islands & Tahiti Time on Tuesday 8th of October

1. Meeting Open & Welcome by Chairman

Mr. Ho opened the meeting at 15:35 Australian Eastern Standard Time and welcomed all MC members and invited guests.

2. Roll Call

2.1. In attendance

- Anthony Ho (President), Graeme Ireland, Paul Kyle, Xuan (Carolyn) Li (Treasurer), Sarah Sandley, Tearo Le Caill, Scott Houston & George Shao. Therefore, a quorum was achieved with 8 out of 13 MC members.

2.2. Also, in Attendance

- Ryan Wiegand (Secretary), Barry Griffiths (General Manager), & Jeremy Gleeson (Sports Accounting Australia).

2.3. Apologies

- Tearoa Iorangi, Reagan Moses, Alan Resture & Cathy Gauthier

2.4. Absent

- Choy Freddy

3. Minutes & Actions

3.1. Minutes of Previous Meeting – 14th August MC Meeting

- Minutes from 14/08/2019 were moved by Miss Le Caill and seconded by Mr Ireland.

3.2. Schedule of Actions from Previous Meeting

- Mr Wiegand mentioned that Ms Sandley sent a Schedule of Actions template to use from this meeting onwards for any actions that need to be completed by a deadline.



3.3. Conflict of Interest

- Mr Ho stated that from now on Mr Wiegand will hold a conflict of interest register where ITTF-Oceania MC Members must declare any conflict of interests they may have with topics on the agenda.
- Ms Sandley will send Mr Wiegand a template to keep a record of any ITTF-Oceania MC conflict of interests that are present.
- It was also mentioned that when an ITTF-Oceania MC Member has a conflict of interest that they must leave the meeting until the discussion on a set topic is finished. The ITTF-Oceania Secretary will then invite the ITTF-Oceania MC Member with the conflict of interest back to the meeting.

4. ITTF-Oceania MC Meeting Guidelines

4.1. ITTF-Oceania MC Meeting Guidelines circulated by email

- Mr Griffiths outlined the need for these guidelines to be followed and that everyone is now aware of these guidelines.
- Ms Sandley agreed and that these do not need to be passed but more adhered to during the meeting.

5. Finance

5.1. Financial Report until 30th September 2019

- Mr Ho welcomed Mr Gleeson to the ITTF-Oceania MC Meeting to present the 30th September 2019 financial report.
- Mr Gleeson ran through the financial report and gave an in-detail explanation of this report.
- Mr Ho commented that ITTF-Oceania needs to come up with ways on making ITTF-Oceania events profitable.
- Mr Kyle thanked Mr Gleeson on his great work in providing this information and congratulated Mr Griffiths and his team on a great result on the 2019 ITTF World Tour Platinum Australian Open.

Resolution #1:

September 2019 Financial Report Update:

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

5.2. Projected finances until the end of 2019

- Mr Gleeson went through the projected finances for the rest of 2019 from October 2019 to December 2019.
- Ms Sandley asked if ITTF-Oceania continues to not make a profit, how long until ITTF-Oceania is insolvent. Mr Gleeson estimated ITTF-Oceania would be insolvent within 5 years if things continue the same.
- It was mentioned we need to look strategically and possibly cut back on costs and try and renegotiate with the ITTF.



- Mr Kyle mentioned he is concerned that ITTF-Oceania are relying on the goodwill of ITTF to pay the outstanding grants and that he hopes these invoices are paid very soon.

5.3. 2020 ITTF-Oceania Budget

- Mr Gleeson mentioned the 2020 ITTF-Oceania budget is underway and is currently looking like a \$100k loss due to the large increase in governance expenditure. There is also the uncertainty of the 2020 ITTF World Tour Australian Open due to ITTF-Oceania not obtaining a title, equipment and flooring sponsor yet.
- Ms Sandley asked when ITTF-Oceania expects to have a proper revised budget draft ready to present to the ITTF-Oceania MC? Mr Griffiths mentioned that it should be finalised by the end of October 2019.
- There was a discussion on how to increase revenue for the future and Mr Griffiths will have further discussions with the ITTF when he meets with Mr Dainton and ITTF staff in November 2019.

5.4. President's Honorarium

- There was a discussion on how to handle Mr Ho's conflict of interest and it was agreed that it was appropriate for him to exit the meeting during the discussion on the President's Honorarium.
- Mr Ho left the meeting at 16:50 and Ms Sandley was made chairperson for this topic of the meeting.
- Discussion was made on this topic especially in relation to the affordability noted of this payment as well as the ITTF-Oceania MC Members lack of awareness of the situation around the President's Honorarium being ever approved in the 2019 ITTF-Oceania budget.
- Mr Gleeson asked if the ITTF-Oceania MC could formally pass the 2019 ITTF-Oceania budget so it was officially recorded. The ITTF-Oceania MC members were uncomfortable to pass a budget that has not been finalised or just so it can be recorded in the minutes.
- Discussion was made on the reason why this honorarium is being given. It is following on from the extra time Mr Ho has been working on ITTF-Oceania matters which has taken his time away from his full-time business.
- In the interest of moving forward, Ms Sandley moves that the President's honorarium invoice received from Mr Ho for July – September 2019 be paid, Mr Kyle seconded it however a quorum was not met therefore this cannot be voted on at this meeting.
- Mr Gleeson left the meeting.
- Mr Ho was invited back to the meeting and Ms Sandley advised Mr Ho of the outcome.



Resolution #2:

President's Honorarium:

Mr Wiegand to send out correspondence to all ITTF-Oceania MC Members excluding Mr Ho asking for a quorum to pass this resolution: "That the President's honorarium invoice received from Mr Ho for July – September 2019 be paid".

6. Governance Committee

6.1. Governance Committee Membership

- Ms Sandley stated the need for one more ITTF-Oceania MC Member to volunteer to be on the Governance Committee.
- Mr Ireland agreed to be on this committee.

Resolution #3:

Governance Committee Membership:

The ITTF-Oceania Management Committee Members unanimously agreed for the Governance Committee to be Ms Sarah Sandley, Mr Graeme Ireland and Mr Barry Griffiths.

6.2. Schedule of work and deadline to report back to the ITTF-Oceania MC

- The last date for the notice date for the AGM is 18th January 2020.
- The Governance committee will have a draft ITTF-Oceania Constitution by the 11th December 2019 ITTF-Oceania MC Meeting to present to the ITTF-Oceania MC Members.

Resolution #4:

Schedule of work and deadline to report back to the ITTF-Oceania MC:

The ITTF-Oceania Management Committee Members unanimously agreed for the ITTF-Oceania Governance Committee to present a draft Constitution by the next ITTF-Oceania MC Meeting on the 11th December 2019.



7. Events

7.1. Ratification of the 2020 ITTF-Oceania Olympic Qualification Events Regulations

- No comments.

Resolution #5:

2020 ITTF-Oceania Olympic Qualification Events Regulations:

The ITTF-Oceania Management Committee Members unanimously ratified the 2020 ITTF-Oceania Olympic qualification events regulations.

8. 2020 Australian Open

8.1. Current Financial Prediction

- Mr Griffiths stated that the financial prediction is looking like a \$110,000 AUD loss for 2020 with the loss of previous table and flooring sponsors. Also, the betting sponsor used in 2019 will not be replaced by the ITTF.
- Discussion ensued on the Australian Open and the risk to ITTF-Oceania's relationship with the ITTF if it does not fulfil its contractual obligations.

8.2. Sponsors

- Mr Griffiths has been working with ITTF Marketing on finding 2020 Australian Open sponsors and has been in negotiations with Deakin University again.

Resolution #6:

2020 Australian Open:

The ITTF-Oceania Management Committee Members unanimously agreed for Mr Griffiths to continue to work hard in finding sponsors and to continue negotiations with Deakin University for the 2020 Australian Open.

9. General Manager Report

9.1. General Managers Report

- Mr Griffiths Manager report was circulated before the meeting.
- Mr Ho greatly appreciates the work being done by Mr Griffiths, Mr Wiegand & Miss MacAskill.



10. Employment Committee

10.1. HPDM, HPO, DO & Marketing role employment situation

- To be discussed via correspondence and added to the 11th December 2019 ITTF-Oceania MC Meeting agenda.

11. Other Business

- Ms Sandley asked that the indemnity insurance be finalised before the December meeting.

12. Date of Next Meeting:

Wednesday 11th December 2019

13. Meeting Closed

18:01 Australian Eastern Standard Time

Approved
Anthony Ho
12/12/19