

TABLE TENNIS



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**ANNUAL GENERAL ASSEMBLY  
And  
ANNUAL GENERAL MEETING OF MEMBERS  
8-9 June 2019, Ottawa**

**Minutes**

**1. Call to Order, Roll Call and Establishment of Quorum**

- The President/Chair, Mr. Adham Sharara, called the meeting to order at 8:45 am.
- Joe Fisher was appointed recording secretary for the meetings.

**Roll Call**

In attendance:

Alayna Chan	Board of Director		present
Robby Chan	Board of Director		present
Najam Chishti	BOD/MC	PE	present
Adham Sharara	Board of Director		present
Amelia Wang	Members Council	BC	present
Peter Vuong	Members Council	AB	present
Gabriel Ng	Members Council	SK	present
Ron Edwards	Members Council	MB	At hospital-joined at 11am
Attila Mosonyi	Members Council	ON	present
Rémi Tremblay	Members Council	QC	present
Thorsten Gohl	Members Council	NT	present – Proxy from Yukon
Jeremy Carvalho	Finance & Admin. Consultant		present
Michele Matthews	Program Coordinator		present
Joe Fisher	Officials Committee Manager		present
Dejan Papic	High Performance Chair		present
Mike Skinner	Invited Guest		present
Melanie Ostashek	Meeting logistics		present

Absent:

Chandra Madhosingh	Board of Director		Absent with apology (medical)
Kevin Murphy	YK	Members Council	Absent with apology (medical)
Barry Hicks	NF	Members Council	Absent with apology
Attila Csaba	NU	Members Council	Absent with apology
David Greenough	NS	Members Council	Did not respond

## **Establishment of Quorum**

Voting Members at General Assembly = 5 Board of Directors +12 Members Council = **17**  
Quorum = **9** (majority of voting members)

Voting members at General Assembly in attendance + proxy (YK to NT) = **12**

## **2. President's Welcome**

- Adham Sharara opened the meeting with a warm welcome to all.
- He commented that the last TTCAN AGM he attended was in this same hotel more than 20 years ago.
- Future meetings will be held by electronic means until the finances are back to normal. Electronic meetings will be the accepted mode of operation in the future for most meetings of the Board and Committees.
- Adham indicated that the new Governance structure had to be reviewed in its entirety. He believes that the current structure is not conducive to positive relations between the MC and BoD. A future cooperative model will be explored, developed and presented as the main change to the new Bylaws.
- New Awards of recognition would be provided to long time serving members of TTCAN. Provinces will be asked to nominate members who have provided a service to TTCAN over a long period of time. Adham has started to compile a list based on his personal knowledge.
- Later in the Agenda clarification regarding the list of issues and priorities will be provided.
- A special thanks was extended to Robby Chan and Gabe Ng for their commitment towards the financial accounting of TTCAN, as well as to Ron Edwards for his work on the Audit Committee.
- The elimination of the deficit will receive the highest priority for the next 3 years.

## **3. Approval of Agenda**

Moved by Thorsten Gohl (NT) - Carried Unanimously

## **4. Appointment of Scrutineers**

Jeremy Carvalho and Michele Matthews were appointed as scrutineers.

## **5. Declaration of any Conflicts of Interest**

None.

## **6. Adoption of Minutes of the previous General Assembly and Special General Assemblies**

### 6.1. General Assembly 22-23 September 2018

- In section 1a) add Tony Kiesenhofer as an observer
- In section 6) PSO must be recorded as PTSO
- In section 8h) Change the word "pass" to "receive"
- In the section "Pierre Luc Theriault" add "He resigned".
- In section 8k) the statement by PEI protesting was in reference to "why invite Adham and the lawyer into the room if they cannot speak?"

6.2. Special General Assembly - 2 March 2018

- In all minutes, Erica Ans' name should be spelled "Erica" and not "Erika"
- Under the section "Call to order" the word "res" should be "rest"
- In section #3, error: Rob Chan was not a scrutineer, it should read "Julia He"

6.3. Special General Assembly - 16 April 2018

- No errors or omissions

6.4. Special General Assembly 18 April 2018

- Ron Edwards should be included in attendance at this meeting.

All Minutes are adopted with above-mentioned corrections.

## **7. Reports**

7.1. Update report on transition period

Adham Sharara provided a chronological order of events since Sept 23, 2018 (See Annex-1 attached). Adham expounded upon each item.

### Finances

- Rob Chan will expand on this area during the financial component of the meeting.
- There are several financial relationships with our partners that need to be improved and strengthened such as Sport Canada Funding, sponsors, ITTF-North America, and ITTF.

### Staff and Coaches

- The staff was reduced in order to save money. Michele and Julia have had increased responsibility during the past several months. There is a short term and a long-term plan. Finances will dictate the process timelines.
- National coaches will be selected and paid on a per event basis. There is one exception with regard to a coach in BC who receives remuneration from a club in BC, but the payment goes through TTCAN. This will be investigated to determine if there is an issue.
- Certification of National coaches in Canada must be reviewed for the accuracy of the records and the completion of their current levels.

### National Team Program

- A High Performance Commission was formed in May with Dejan Papic as Chair, and Marles Martins, Vincent Aumoitte, Michelle Liaw and Alayna Chan (Board representative and Athlete representative) as members, with an additional group of experienced coaches as advisors.
- The current financial situation makes it difficult to "add" funds to the National Team program, however, specific priorities will be covered to achieve the objectives.

### Para TT Program

- The budget is limited to the \$81,000 Sport Canada allocation, including administrative costs related to the program.
- Rob Chan is working with John MacPherson to detail the ParaTT activities and related costs to remain within budget.

Coaching Certification program

- Will be covered in detail under the relevant item on the agenda.

Communication and Image

- The web site needs to be redesigned to better reflect our image.
- Current items and news must be included and updated regularly.
- The Director responsible for Marketing will be assigned the task to improve our website and make it more relevant.

National Office

- It has been moved to Ottawa effective 1 June 2018 at 18 Louisa Street, Ottawa, rent-free.
- The office in Markham was closed and the lease terminated. Also the storage in Markham has been emptied and all contents transferred to Ottawa, rent-free.

Committees, Commissions and working groups

- The deadline for nominations has been extended to June 21, 2019

Priorities and Issues

- The item is on the current agenda and will be explained better.

Improve Relationships with Partners

- All relevant information must be sent to PTSO.
- Positive Communication among the following needs to be enhanced: Sport Canada, Coaching Association of Canada, Professional Coaches Association, Canadian Olympic Committee, Canadian Paralympic Committee, ITTF North America and ITTF.

New Board Members

- Board Members may have expertise that could be used in several areas that could provide services in a variety of areas and not only in their specific portfolio based on their titles. We will assign to each Board member a wider scope of responsibilities corresponding to their expertise, and in the areas in which they wish to work.

Questions and Suggestions

- Stephanie Chan's (ParaTT) status must be reviewed with regard to AAP carding. Adham will check with the AAP Manager.
- New Brunswick's status to become a TTCAN member is not firm. TTCAN must acquire information from Matthew Hurst and Sport New Brunswick about its status. Joe Fisher was asked to contact Matthew Hurst and advise him on the completion of their application to become members of TTCAN.
- ITTF North America must be contacted regarding any contracts or financial arrangements with TTCAN. Rob Chan was asked to follow-up.
- When John Hyland resigned he requested a mutual waiver between him and TTCAN. Norm Tang and Adham Sharara signed the waiver. However, this waiver was never delivered to John, as it was supposed to be delivered in Markham at the TTCAN office during Adham and Rob's visit on April 12th. However, the office was closed, therefore the waiver was not provided and was immediately cancelled.

7.2. Members Council Motions (22 December 2018)

**1-AG-08062019**

Be It Resolved that effective immediately the Canadian Championships be hosted and organized by the PTSOs.

Moved by: Ontario

Seconded by: Quebec

**Carried Unanimously (12-0-0)**

- The MC motion regarding nominations to the Audit Committee and the Motion regarding the 2018-2019 budget will be addressed at item 10 of Agenda.

7.3. Members Council Concerns and Issues

Lawyer Fees

- During the dispute between the previous Board and the Members Council both MC and the Board incurred legal charges.
- Adham indicated that TTCAN would not pay for the lawyer hired by the MC, and that the new Board would address this issue at a future meeting.
- It was agreed by all to follow Saskatchewan's suggestion that the fees for the lawyer incurred by the MC should be posted as a payable in the TTCAN books as of June 8, 2019, and reconsidered when the TTCAN finances permit.

Financial Statements

- Internal financial statements will be sent to the Members Council Chair on a monthly basis at the same time as the Board receives them. They will be redistributed by the Chair as he sees fit.
- The Board is very flexible and could send statements to all on a quarterly basis or any frequency requested.

Nomination Committee

- The Members Council recommends that Gabe Ng, Kevin Murphy and Najam Chishti be members of the Nominating Committee.

Signing Authority

- The President and the Director of Finance have dual signing authority (2 of 2).

Athlete Representation

- The By-Laws, section 4.10, contain the regulations for nominations for the athlete representative. This needs to be reviewed as part of the new Bylaws to make it clear that the athlete representative is "elected" by the athletes, and the process must be made clearer for future selection of the athlete representative.

7.4. New By-Laws information

The Members Council and the Board of Directors will have an opportunity to suggest changes to the BYLAWS. This will be a short deadline. A draft will be created and circulated to MC and BoD for final input. The final product is expected to be presented at the September SGA meeting.

## **8. Priorities and Plans**

- The deadline to submit input is the 24<sup>th</sup> of June. PTSO's can submit two most urgent and important issues to be addressed along with a rationale.
- Three main Priorities will be established on which our work will be focused.
- After the PTSO submissions, then the list will be compiled and sent back to the PTSO to classify in order of "critical priority".
- Once the priorities and issues have been identified, then a cost analysis will take place.

## **9. Committees, Commissions, and Working Groups**

Four provinces have submitted names for positions on the committees, commissions and working groups. Some positions are still open for nominations. The Coaching Committee needs to be filled ASAP (urgent).

Nominations by the Members Council from its meeting on Friday 7 June 2019:

Nomination Committee to consist of Gabe Ng, Najam Chishti and Kevin Murphy.

Audit Committee to consist of Gabe Ng, Rob Chan, Ron Edwards and Barry Hicks\*.

\* *Barry Hicks has been approached and shown interest but not confirmed yet. Najam Chishti will contact him to confirm.*

A new "Awards Committee" will be formed by the Board to review the current awards such as the Betty Tweedy Award (administration), the Art Barran Award (Officials) and the relationship between Ontario and TTCAN with the Perc Macleod Award. Other awards that are provided at National Championships include the Margaret Walden Trophy and the Jacques Bobet Cup. The criteria need to be defined and circulated to the PTSOs.

## **10. Finances**

### **10.1. Auditors Report and Financial Statements (MC)**

- Robby Chan reported on the previous difficulty to acquire information regarding the finances of TTCAN. The financial picture in Dec 2018 was incomplete as were all previous financial statements. In the early part of 2019, Robby and the Audit Committee started to acquire more financial information, and he advised the remaining Board members of his concern. The remaining board members did not seem concerned with the financial situation and continued to name John Hyland as the permanent CEO.
- In early March after the election of the new President, all the financial documentation was made available to present to the Accounting Audit firm. The Board continues to be very concerned about the finances and has developed a plan to move forward by cutting expenses and increasing revenue.
- Several MC members expressed their anger at the mismanagement of the finances by the previous CEOs and the lack of assumption of responsibilities by some members of the previous Board.
- Ontario and Manitoba supported by Saskatchewan requested that the president sends to the previous members of the Board the Audited Financial Statements. Adham responded that he already sent the Audited FS to previous

Board members for their information. However, the MC wants Adham to ask the previous Board members for their comments. It will be done ASAP.

- Robby Chan presented the Audit report and explained the finances in detail and the reasons for the deficit of \$416,000:
  - Mismanagement by the CEO
  - Financial information was not presented to all members of the Board prior to February 2019
  - Some financial information and alarming signals withheld by the CEO (credit card debt, non-declared invoices, etc).
  - Unrealistic income budget which was never realized especially large income amounts from SportLomo and sponsorships that do not exist, while expenses were increased with the hiring of new staff and unnecessary monthly rentals of the PanAm Centre at \$14,000 per month while left unused.
  - The MC expressed their total dissatisfaction with the previous CEOs and the lack of assumption of responsibility by some members of the previous Board.

10.2. Appointment of Auditors for 2019-2020 (MC)

**2-AG-08062019**

Be It Resolved that the Audit firm of Grant Thornton be appointed independent auditors of TTCAN for 2019-2020.

Moved by: Saskatchewan  
Seconded by: Manitoba

**Carried Unanimously (9-0-0)**

10.3. Membership Fees 2020 (Calendar Year) – MC & BoD

**3-AG-08062019**

Be It Resolved that the Membership Fees for Provincial and Territorial associations be a total of \$350.00 for the calendar year 2020.

Moved by: Rob Chan (Director)  
Seconded by: Alberta

**Carried Unanimously (12-0-0)**

10.4. Budget 2019-2020 (MC)

- Robby Chan presented a draft budget for TTCAN (see Annex-2 attached).
- A final detailed budget presentation will be made in September after circulation in August among the Board of Directors and Members Council a more detailed budget.

10.5. Audit and Finance Committee report

- Gabe Ng provided a detailed report of the financial impact on TTCAN during the 2018-2019 fiscal year. This highlighted most of the rationale behind the deficit.

- Gabe Ng estimates that it will take 3 years to balance the finances and another 5 years to regain the lost surplus. He also went through his report to explain some of the financial tables in the report.

**4-AG-08062019**

Be It Resolved that the **Audit Committee** for 2019-2020 consists of Gabe Ng, Rob Chan, Ron Edwards and Barry Hicks\* (\*pending his acceptance).

Moved by: North-West Territory  
Seconded by: PEI

**Carried Unanimously (12-0-0)**

**11. Professional Staff Plan**

- Mario Potvin had been hired as a coach facilitator to provide courses at the lower levels of the Coaching certification and to manage the administrative aspects of the certification program. TTCAN needs to review the information that Mario has assimilated during his term.
- The coaching committee will address the future structure of course delivery for TTCAN. The "locker" database must be cleaned up to reflect the current status of all coaches in table tennis across the country.
- Restructuring of the National office is illustrated in the meeting binder. "Julia He" will be the Administration Coordinator and Michele Matthews will be the Program Coordinator while Jeremy Carvalho (on consultancy basis) will continue to manage the finances. Adham is acting as a volunteer CEO for the time being.
- In September, TTCAN may be in a position to hire a Director of Operations and a Technical Director. More details will be discussed at the Board level and all will be informed.

**12. Awarding of hosts for Canadian Championships (MC/BoD)**

12.1. 2020 Canadian Championships (Jr and Sr)

**5-AG-08062019**

Be It Resolved that the 2020 Canadian Championships be hosted by the Province of British Columbia pending confirmation by end of July, with Ontario as an alternate host if BC is not able to host.

Moved by: British Columbia  
Seconded by: Quebec

**Carried Unanimously (12-0-0)**

12.2. 2020 Canadian Junior Championships

It was agreed that the Canadian Championships and the Canadian Junior Championships will be combined and held in the same place in 2020.

12.3. 2021 Canadian Championships

**6-AG-08062019**

Be It Resolved that the 2021 Canadian Championships be hosted by the Province of Ontario. However, if Ontario, as alternate, is the host of the 2020 Championships, then BC will host the 2021 Canadian Championships.

Moved by: British Columbia  
 Seconded by: Quebec

**Carried Unanimously (12-0-0)**

#### 12.4. 2021 Canadian Junior Championships

This event will be combined with seniors in 2021.

### **13. "Policies" new procedures**

- 13.1 Effective immediately any Policy created by the **Board of Directors** must be first sent in draft form for input to the Members Council and relevant committees with sufficient response time of 15 days. Once the input is received, the BoD will modify the policy accordingly and circulate the amended policy. Each PTSO would then have 7 days to respond positively or negatively to the draft. If the majority of the Members Council approves the policy, then the implementation date will be set as 30 days after final approval.
- 13.2 Effective immediately any Policy produced by the **Professional Staff** must be presented to the Board of Directors for approval in principle. The proposed Policy would then be sent in draft form for input to the Members Council and relevant committees with sufficient response time of no less than 15 days. Once the input is received, the Board of Directors will modify the policy accordingly and approve it at an official Board meeting at which the implementation date will be decided. Implementation date will be no less than 30 days after final policy confirmed.

### **14. Sport Canada Update**

- Adham met with Sport Canada on four separate occasions. They have become more aware in the development of table tennis from meeting to meeting.
- The person responsible for the Athlete Assistance Program viewed table tennis in a positive light and provided some direction for acquiring more cards for the future. The policy for carding has an eight-month nomination framework.
- Adham sent Sport Canada a written report on activities of last 3 months openly and frankly.
- An increase in finances for table tennis could be achieved with top 8 performances at the Olympics or the World Championships.
- It is recommended that TTCAN develop a strong Mixed Doubles team for the Olympics. There are only 16 XD teams in which we have an opportunity to finish top"8".

### **15. National Team and Para update**

- The High Performance Commission was formed on 1<sup>st</sup> of May. Currently the members are Dejan Papic, Michelle Liaw, Marles Martin, Alayna Chan and Vincent Aumoitte. There are also experienced coaches as advisors to the Commission.
- The Commission has met through Skype, and e-mail correspondence, to resolve many issues surrounding the National Team such as Selection Procedures for

Athletes, Athlete Development, Coaching Certification, Documentation for Coaching, Pan American Games, Selection Criteria for Coaches, Coaching Education, Financial Support, etc. Minutes of meetings were recorded to document the activities of the HP Commission.

Questions: Which Director will be responsible for the HP Commission? Who will develop their role and responsibility and terms of reference? This will be discussed at the Board level in due time.

## **16. Calendar of Events**

- Currently, the TTCAN website lists the ITTF events in Canada along with Canadian Championships and Canada Cup events. To view Provincial tournaments, a person must access the Provincial websites.
- Ron Edwards indicated that a Canadian inclusive calendar should be implemented so that coaches and administrators can plan better. The calendar on the TTCAN website should be completed with the events from each Province. Cooperation and communication among the Provinces will be the key to success.
- Some private tournaments are now being organized by local clubs clashing with provincial events. The rating must become more important to the players, which will convince players to enter events that submit ratings. The rating needs to be comprehensive, important and relevant.

## **17. Election: Chair of Members (MC)**

The MC could not elect a Chair during the meeting. An e-mail will be sent to the Provinces by the past MC Chair next week to acquire interested nominees. Once the names have been collected, then a selection will take place by e-mail by the MC.

## **18. Election: Board of Directors (MC)**

Not up for election:

President/Chair	Mr. Adham Sharara	term ends at the 2020 AGM
Athlete Representative	Ms. Alayna Chan	term ends at the 2020 AGM

The following nominations were received on time and accepted as eligible by the Nominating Committee for the following positions:

Director of Education	Mr. Chandra Madhosingh	(term to 2021 AGM)
Director of Competitions	Mr. Najam Chishti	(term to 2020 AGM)
Director of Marketing	Mr. Thorsten Gohl	(term to 2020 AGM)

There being only one nomination per above listed position, the candidates were declared elected by acclamation.

Nominations from the floor were opened for:

- Director of Finance and Administration

Robby Chan was nominated from the floor for the position of "Director of Finance and Administration" until September 2019.

Moved by Saskatchewan and seconded by Manitoba.

Elected by Acclamation

- Director of Technical Matters

Attila Mosonyi has been nominated from for the position of "Director of Technical Matters" for the term 2019-2021.

Moved by Ontario and seconded by Manitoba.

Elected by Acclamation

## **19. Next Meetings**

- 19.1. Special General Meeting (electronically) – September 2019. An evening meeting during the week may be more conducive.
- 19.2. Annual General Meeting – second week in June 2020. Provinces need to think about incorporating the AGM either before or after the Canadian Championships. A survey will be sent in due time.

## **20. Any other business**

- 20.1. Deficit Recovery Plan
  - The Director of Finance has already provided an outline in which TTCAN will generate a \$50,000 surplus each year for three years and eliminate the debt. It will take another 5 years to reach the level of reserves that TTCAN enjoyed in 2017-2018.
- 20.2. SportLomo
  - The recommendation is to finish with SportLomo. The tournament software works well with the individual entries but does not work for team entries. A user fee is added to each entry and turned over to Sportlomo.

### **7-AG-08062019**

Be It Resolved that the TTCAN abolish the Sportlomo system and stop using it after the 2019 Junior Championships.

Moved by: Saskatchewan

Seconded by: Ontario

**Carried Unanimously (12-0-0)**

- 20.3. 2019 Canada Open Challenge Event (ITTF)
  - Information must be acquired regarding the contract with ITTF-NA, especially what financial benefit there is for TTCAN. Otherwise, TTCAN is not in a position to host this event.
  - Rob Chan will spearhead the communication between TTCAN and ITTF. Rob will contact Tony K and Bruce Burton within the next 10 days.
- 20.4. 2020 Canada Open - Challenge
  - This event depends upon the outcome of the 2019 Canada Open Challenge and if there is a financial benefit to TTCAN.
- 20.5. Coaching Certification management system
  - TTCAN will give advance notice to Mario Potvin and stop the weekly/monthly remuneration. He may continue to offer courses when needed by a Province.
  - TTCAN will begin the process of cleaning up and updating the system and addressing concerns surrounding certification.
  - Adham will follow-up with Mario and recommend the next steps to the Board.

- 20.6. Members Council motions from 7-Jun-2019
- The Members Council has requested that the financial statements for 2018-19 be sent a second time to the former BoD members and be asked to respond within 2 weeks.
- 20.7. Integrated Tournament software
- Adham will provide free of charge a software for an integrated tournament management system that will be fully integrated into the rating system with a complete database.
  - The user-fee to TTCAN for the rating part could be by individual or by the province.
- 20.8. Ratings
- The rating must become more important to the players, which will convince players to enter events that use ratings. The rating needs to be comprehensive, important and relevant. The fees will be set for each Province on a yearly basis.
  - The new Competitions Committee will propose to the Board a system for tournament Sanction Fees and Rating Fees, most probably as one yearly fee.
- 20.9. Internal Awards
- Adham took time to recognize 6 individuals for their extended service to table tennis in Canada over a long period of time. He thanked on behalf of TTCAN each of them and explained their contribution to TTCAN:  
  
Chandra Madhosingh (BC)      Bruce Burton (NL)  
Mike Skinner (ON)              Najam Chishti (PE)  
Tony Kiesenhofer (ON)        David Jackson (AB)
  - A recognition plaque was presented to those present: Najam Chishti and Mike Skinner who expressed their appreciation and gratitude.
- 20.10. Junior Championships 2019
- The prospectus for the Junior Championships left out a key statement regarding the provincial residency requirement of players. The issue is regarding two girls from Alberta wishing to represent Saskatchewan in all events.
  - Everyone agreed that the girls could play in singles and doubles. The issue is the team representation.
  - Peter Vuong, President of Alberta Table Tennis Association (ATTA), will discuss the situation with his Board and provide a response back to the General Assembly by June 16, 2019 (one-week deadline) regarding whether ATTA accepts Daisy Zhang and Zeqi Sun as members in good standing of ATTA.
  - Peter Vuong (AB) and ATTA will consider the proposed solution of the possibility of a combined team of SK and AB. Failing to find a solution prior to the event, the Referee will ask the Jury meeting to make the decision at the Championships.
- 20.11. Results of Para ITTF event in Mexico (COPA CHRISTINA HOFFMANN 2019)
- Ian Kent and Curtis Caron won a gold medal in the team event (class 8)
  - Stephanie Chan won a gold medal in the singles event (class 8)
  - Ian Kent won a silver medal in the singles event (class 8)
  - Michael Drozdowski won a silver in singles (class 10)

**21. Adjournment**

Moved by Najam Chishti to adjourn. Accepted. The meeting adjourned at 12:20pm

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Meeting Secretary: \_\_\_\_\_  
Joe Fisher

Meeting Chair: \_\_\_\_\_  
Adham Sharara