

**SPECIAL MEETING OF MEMBERS / RÉUNION SPÉCIALE DES MEMBRES**  
**Governance Reform / Réforme de la gouvernance**

March 10-11, 2012  
NOVOTEL HOTEL • OTTAWA

**1. President's Welcome**

David welcomed the delegates and provided an overview of the weekend's meeting schedule.

**2. Roll Call**

See attached roll call sheet.

**3. Appointment of Meeting Chair**

David Jackson chaired the meeting.

**4. Appointment of Recording Secretary**

Melanie Ostashek was appointed as Recording Secretary.

**5. Chair of the Governance Reform Working Group Address**

Bruce explained how, at TTCAN's Board Meeting in the fall, the Board had mandated that a Governance Committee be formed. Before the slideshow was presented, Tony mentioned that we had received funding from Sport Canada for the governance reform since our current by-laws are out of sync with the current regulations. He compared USATT's reform with ours. There were some points that we needed to address including a code of conduct, national team plans, etc.

**6. Approval of Agenda**

**MOTION SGM 2012/001** - That the agenda be approved.

*Moved by PE, seconded by SK*

**Unanimously Carried**

**7. Short Review of the 'how and why' of the Governance Reform**

Bruce explained the changes that were proposed. The changes were made based on our current structure and past meeting minutes. He also looked at other sport organizations and their structures/policies. Bruce explained the transition period, the election process, the job description of all positions, etc. Another goal is to develop our structure in line with LTAD, education. It was thought that we would possibly need to re-write our by-laws. In the end however, our structure is quite close to our new structure. With these motions, we will just need to re-write some of the by-laws.

The goal is all centred around athlete development...using the LTAD model as the skeleton to move forward. Instead of getting caught up in semantics, we need to establish the number of Directors needed to run the association. The job responsibilities, etc. should all be ready to be presented at

the AGM in the fall. If, at that time, we discern that another BOD member is needed, a motion could be put forth. Tony explained the difference between a policy board and an operational board.

**8. Motions based on the Governance Working Group report distributed on February 20, 2012**

(see attached document)

**MOTION SGM 2012/01** – To continue the process of governance reform as per BOD motions 04/11 and 05/11.

*Moved by PE, seconded by BC*

**Unanimously Carried**

**MOTION SGM 2012/02** – To adopt point 1.

*Moved by PE, seconded by NS*

**Unanimously Carried**

**MOTION SGM 2012/03** – After the change of wording from 'Session' to 'General Assembly', to adopt point 1.1.

*Moved by NL, seconded by BC*

**Unanimously Carried**

**MOTION SGM 2012/04** – To adopt point 2.

*Moved by QC, seconded by SK*

**Unanimously Carried**

**MOTION SGM 2012/05** – To adopt point 2.1 and 2.2.

*Moved by PE, seconded by AB*

To strike 2.2 from the original motion.

*Moved by SK, seconded by MB*

**Unanimously Carried**

**MOTION SGM 2012/05a** – To adopt point 2.1.

*Moved by QC, seconded by SK*

**Unanimously Carried**

**MOTION SGM 2012/06** – To adopt point 2.3.

*Moved by PE, seconded by SK*

To amend the motion to read as follows: "The Athletes' Representative will be elected by any National Team Squad member who is 18 and over".

*Moved by MB, seconded by PE*

**Unanimously Carried**

**MOTION SGM 2012/06a** – To adopt point 2.3, as re-written.

**Unanimously Carried**

**MOTION SGM 2012/07** – To adopt point 2.4.

*Moved by SK, seconded by QC*

**Unanimously Carried**

**MOTION SGM 2012/08** – After the change of wording from 'but appointed' to 'and appointed', to adopt point 2.5.

*Moved by MB, seconded by NS*

**Unanimously Carried**

**MOTION SGM 2012/09** – To adopt point 3.

*Moved by AB, seconded by NL*

**Unanimously Carried**

**MOTION SGM 2012/10** – To adopt point 3.1.

*Moved by NL, seconded by AB*

**Unanimously Carried**

**MOTION SGM 2012/11** – To adopt point 3.2.

*Moved by ON, seconded by MB*

**Unanimously Carried**

**MOTION SGM 2012/12** – To adopt point 3.3.

*Moved by AB, seconded by MB*

To amend the motion, removing the wording "if at all possible".

*Moved by NL, seconded by PE*

**Unanimously Carried**

**MOTION SGM 2012/12a** – To adopt point 3.3, as re-written.

**Unanimously Carried**

**MOTION SGM 2012/13** – To adopt point 3.4.

*Moved by NS, seconded by NU*

To amend the motion to read as follows: "The Athletes' Representative will be elected by any National Team Squad member who is 18 and over".

*Moved by SK, seconded by MB*

**Unanimously Carried**

**MOTION SGM 2012/13a** – To adopt point 3.4, as re-written.

**Unanimously Carried**

\*\* something to be considered in the future would be to give the Athlete's Representative two votes (1 per athlete), instead of the one that they have now.

**MOTION SGM 2012/14** – To adopt point 4.

*Moved by SK, seconded by MB*

**Unanimously Carried**

**MOTION SGM 2012/15** – To adopt point 4.1.

*Moved by MB, seconded by QC*

**Unanimously Carried**

**MOTION SGM 2012/16** – To adopt point 4.2.

*Moved by NS, seconded by NL*

**Unanimously Carried**

**MOTION SGM 2012/17** – To adopt point 4.3.

*Moved by AB, seconded by NL*

**Unanimously Carried**

## 9. **Moving Forward**

A power point presentation outlining the transition of the governance changes was given. Joe and Rob to be selected as members of the Nominating Committee since their positions aren't up for another year (2013).

Nominations should be submitted by August 1<sup>st</sup>.

**MOTION SGM 2012/18** – To approve the Transition Process as presented.

*Moved by PE, seconded by NS*

**Unanimously Carried**

**Audit Committee** – again copied from other associations. Change wording, committee will report to the general assembly (see point 5 of Transition Process). Question of whether the VP Finance should be a member of this Committee or not. Tony discussed how the current reporting and quarterly operations work. Change wording of #1 instead of 'including one' to 'at least one'.

**MOTION SGM 2012/19** – To adopt the formation of an Audit Committee, with changed wording.

*Moved by BC, seconded by NL*

**Unanimously Carried**

**Code of Conduct** - Written report submitted which would be used for further round table discussions. After re-convening from the round table discussions, talked about the suggested wording and possible conflicts/issues.

Bruce mentioned that although he will react to the re-wording of the by-laws and policies, he will no longer take the lead on the Code of Conduct policy. He would like to turn this over to the Board. It is important that the new Board finalize this policy. A new draft will be made.

David complemented the group on the discussions thus far and also thanked the governance committee for all of the work that has been accomplished.

**Formation of the Nominating Committee** - It was thought that regional representation may be favorable. The terms of the Committee will most likely change prior to each AGM. After discussions, current members will be Jacques Plamondon - Central, Najam Chishti - Atlantic, Peter Vuong - Western, with Joe and Rob as Directors.

**Formation of the Audit Committee** – Some discussions arose about possible candidates with accounting designation. Rick Fisher will be on the committee and Gabriel Ng (SK) will be approached. Committee should be formed within one week.

Joe Fisher made a presentation of the new Officials Manual. Since 2008, 48 referees have taken the course, 45 successful.

Joe then talked about the upcoming 2013 Para TT Canadian Open (July 8-12, 2013) and plans to discuss it abroad. From the NS government, they received funding for the Canadian Championships and may get some more for the Para TTC. A request for funding will be submitted to the ITTF and

also the Federal Government. Expenses are much higher due to increased transportation costs, etc. accessibility list, technical and medical classifiers.

Talk of the upcoming Umpire Seminar in MB with a Referee Seminar being held in AB, two days prior to the Western Open. Will be holding one in NL too at some point. Talks of putting together a Facilitator Course for ones like Delano, Alvin, Erica. Right now there is only Karol, Norm, Joe and Normand.

## **10. Strategic Planning**

Tony presented the Strategic Plan. The last major effort was done 2008 with annual updates and reports. Tony pointed out that it is important that the Strategic Plan be in sync with the Canadian Sport Policy and the priorities of our major funders. During the discussion of the Strategic Plan the 3P principle – Popularity, Participation and Profit Financing – was highlighted.

A presentation and discussion followed on the basis for the Strategic Plan – TTCAN's Athletes Pathway, a simple way that describes the responsibilities between stakeholders and athletes and its relationship to LTAD.

Through the governance reform consultants and their report the weakness of TTCAN was stated clearly – High Performance results and capturing of the players who play table tennis in Canada into TTCAN membership.

### **High Performance Initiative**

Tony presented the plan he used to raise funds entitled "2016 – Fighting For A Medal." This plan has been presented to potential donors and sponsors. To date, TTCAN was able to obtain a \$50,000 annual donation for the Men's Team program and a sponsorship from MINI Canada as the official car of Table Tennis Canada.

### **Membership**

Online database and tournament software plan shown to delegates. Invited the delegates to check out tournamentsoftware.com, a comprehensive database program that unites tournament management, membership and a rating system in one package. TTCAN is currently in talks with the company to integrate the already developed on-line membership registration system (with the Canadian/Provincial) parameters into the package. Negotiations are still ongoing concerning licensing fees and special licenses for all provincial associations/clubs in Canada.

## **11. Any Other Business**

Date of next meeting – AGM -- October 27/28 was suggested and is to be confirmed.

## **12. Adjournment**

That the meeting be adjourned.

*Moved by BC*