



110/12 Salonika Street, NT 0820, Australia

ABN: 14690982597

Phone: 0406 005 063

<http://vitachoice.org.au>

vitachoice.clg@gmail.com

Committee Meeting Minutes of VITACHOICE LTD

Meeting No: 008

Date: 16/12/2025

Time: 2:00 pm - 3:11 pm (Darwin Time)

Place: 110/12 Salonika St, Parap, NT 0820 (In person & By Videoconference)

Meeting ID: Meeting ID: 631 017 0000

Password: 631017

URL: <https://us06web.zoom.us/j/6310170000?pwd=UnNLd01aSzlpOS81TzZpU2djYUEyQT09&omn=88000928637>

Meeting Host: Dawn Spirit

Minute Secretary: Yuping HE

Time Keeper: Yuping HE



Attendees

(A=Apology, P= Present, L=Leave of Absence, Abs=Absent and Silent)

No	Name	Position	Attendance	Method
1.	BENNIE SPIRIT	Planner	P	in person
2.	DAWN SPIRIT	Chair	P	in person
3.	YUPING HE	Managing Director/Secretary	P	in person
4.	Meizhen SHEN	Member	P	by videoconference
5.	Chaoqun CAI	Marketing Manager	P	in person
6.	XIMING ZHAO	Cook	P	in person
7.	CHENGLI LI	Marketing Manager (Chinese)	P	by Videoconference
8.	YINFENG WANG	Web Content Manager	P	by Videoconference

Attendance Report	
P	8
A	2
L	2
Abs	0
Total	12

Meeting open	The Chairperson, Dawn Spirit, opened the meeting at 2: 00 PM Darwin Time Zone.
Apology	JING, DONG; LE THI MY TRANG (Chơn Ngô)
Participant status	



Reports and Proposal

Bennie SPIRIT

TOPICS:

1. Cash in & out of Nov 2025 - by Treasurer Yuping HE
2. Outcome of Grants Application to Darwin of City - by Public Officer Yuping HE
3. Employment Contract of CAI, CHAOQUN - by Managing Director Yuping HE
4. Marketing Manager's Report – by Chaoqun CAI
5. Meeting Minutes Confirmation – by Sectary Yuping HE
6. Issues on VITACHOICE Registration of ACNC

Discussions and Resolutions

Topic 1: Cash in & out of Nov, 2025

The Treasurer Yuping HE led the attendees to review all transactions across 2 bank accounts during November, 2025

0637, total 7 transactions:

Total Cash in: \$982.00, member joining fee from SUN, AILING

Total Cash out: \$7,808.88, including 3 payments of wages, monthly PAYG and 2 transactions of operating expenses including accounting software subscription and monthly fee of Telecommunications.

2078, total 1 transaction:

Monthly interest of \$ 57.55 from NAB

Topic 2: Outcome of Grants Application to Darwin of City

The Secretary Yuping HE reported the Outcome of Grants Application to Darwin of City was negative because VITACHOICE LTD had not been approved as Registered Charity by ACNC.

Topic 3: Employment Contract of CAI, CHAOQUN

The Managing Director Yuping HE led all members to review the signed Employment Contract between CAI, CHAOQUN and VITACHOICE, which will commenced on 05 January, 2026

Topic 4. Marketing Manager's Report

- 1) Nov 2025 Promotion data report
- 2) Marketing Specialist Training
- 3) VC signage installation report

1) The Marketing Manager CHAOQUN CAI collected the data from Digital Health Platform such as Youtube and Facebook and drew a conclusion that - November proved that



	<p>VITACHOICE has a voice that algorithms like. We are no longer invisible. Our mission for December is simple: Capture the value. We will stop letting 1,400 viewers walk away and start turning them into members of our Resonant Community.</p> <p>2) For the Marketing Specialist Training, she reported that the team has completed the training on <i>The principles of Marketing</i></p> <p>3) She also followed the production of VC Signage, which was installed on Dec 15, 2025.</p> <p>Topic 5: Meeting Minutes Confirmation – by Sectary Yuping HE</p> <p>The secretary led all the members to go through the minutes of the 7th Committee Meeting held on Nov 18, 2025</p> <p>For the issue of registering for GST, it would be followed after the outcome of Registration with ACNC with the reason that the charity applied for Commonwealth charity tax concessions (including GST Concessions) to ATO when applying Registration with ACNC</p> <p>6. Issues on VITACHOICE Registration of ACNC</p> <p>The Commissioner asked further attention to VC to register subtype HPC with ACNC, the organization has to follow all regulations illustrated by Commissioner’s Interpretation Statement strictly, otherwise, VC has to be refused to register in subtype HPC.</p> <p>It has been reported by the Managing Director Yuping HE and further resolution is needed to make before Jan 5, 2026.</p>
Minutes of the previous meeting	The Minutes of Committee Meeting 007 were confirmed.
Chairperson’s comment	N/A
Future Program	Committee Meeting 008 On Dec 16, 2025
Meeting close	The meeting was declared closed at 6.08pm, Darwin Time Zone.

Confirmation of the minutes

This minute is a true and accurate record of the meeting.

Signed by:

Minutes prepared by: HE, YUPING