



MEETING held GMT+8 on 8th September 2019 via Go to Meeting

PRESENT:

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|-----------------------------|------------------------|
| Tang Ching Lau (Chair) | Rosalie Rudduck |
| Pat Lawson | Elizabeth (Libby) Hill |
| Jocelyn Simpson (Secretary) | Aileen Bonaparte |
| Dave Carter | Sarah Malia |

1. WELCOME & APOLOGIES

The Chair welcomed all to the meeting. Apologies were recorded from Margaret Brade, Dr. Paul Lam and Winnie Lo.

2. MINUTES OF LAST MEETING

JS

The minutes of the meeting of 11th August 2019 were proposed by Rosalie Rudduck and seconded by Pat Lawson. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website.

3. MATTERS ARISING (not otherwise on the agenda)

3.1 Scholarship Committee:

AB,LH

The Committee reported on and the Board discussed policy, application, budget, review and categories, including incoming personnel, past contributors and mentorships.

3.2 U.S. Veterans Administration Referrals: Pat Lawson and Becky Rahe are working to clarify how this program will work. It is to be piloted in the northeast region of the U.S. initially.

Pat L

3.3 Formal recognition of TCHI with 'Exercise Association of NZ' (EANZ) and 'NZ Registered Exercise Professionals' (REPs):

Chair

Master Trainer Tamara Bennett presented this opportunity regarding continuing education units for TCHI programs in New Zealand. There are two stages of participation. The Chair to follow up with Tamara.

4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL



4.1.1 Numbers:

- MT 72 (up 1)
- ST 121 (up 2)
- Premier Instructors 936 (down 12)
- Instructors 2555 (up 34)

(The “Instructors” figure reflects “Standard Memberships” only. Total membership is reflected by totaling all categories, and includes only those current on membership fees.)

4.2 Finance Report

Balance as of end of August 2019: \$104,132.13

WL

The Chair is working with Gordon Wicher regarding financial sustainability and business plan moving forward. A strategy meeting was proposed with Board members either face to face or a dedicated virtual meeting. The Chair to follow with Gordon regarding possible meeting at June 2020 workshop.

Chair

5. INSTITUTE SUB COMMITTEES

5.1 Harmonization Committee: No issue to report.

MB

5.2 Promotion & Resources: Pat Lawson and Becky Rahe to represent TCHI at the iMTQA meeting to be held in Boston in October. Possible market for TCHI programs to be packaged as elective undergraduate modules – TCA and TCM for health professionals.

Chair
Paul L

5.3 Research & Development: Scientific research discussion group to meet at June 2020 workshop. Preliminary data from Korean Tai Chi for Memory study shows the program effective in improving memory. They are seeking grants for further study.

Paul L
Chair

5.4 Training & Education:

5.4.1 ST Training

Pat L

5.4.1.1 Pilot Program for ST Nominees: Dr. Lam to work with Pat on curriculum. Training to be done by MTTs regionally.

Paul L

5.4.1.2 ST Dropbox: ST Resource Manual has been loaded into Dropbox. Libby Hill to work with Dr. Lam regarding problems accessing it.

5.4.1.3 ST Renewal Point System: Presented at June annual



workshop.

5.4.2 MT Training

5.4.2.1 Core Competencies: All programs to be included.

Pat L

6. ANY OTHER BUSINESS

6.1 Review of Administrative Systems

The Chair recommended a review of TCHI administrative systems, including access, use of website emails, etc. and will follow up with Dr. Lam.

Chair

7. KEY ACTIONS

Item 2 Jocelyn to send PDF of approved Minutes to Dianne.

JS

Item 3.1 Scholarship committee to finalize draft of criteria for scholarship awards, including the honour's list.

AB,LH

Item 3.2 Dr. Lam to provide expenses for iMTQA conference. Travel Expense policy to be put on the website.

Paul

Item 3.3 Pat to follow up with Becky regarding participation with Optum network regarding US Veteran referrals.

Pat L

Item 3.4 Chair to follow with Tamara regarding NZ ceus.

Chair

Item 3.5 Chair to write letter of appreciation to Dino.

Chair

Item 4.2 Chair to consult with Gordon Wicher and Dr. Lam to set up financial strategy virtual meeting.

Paul,Chair

Item 5.4.1.1 Dr. Lam to work on curriculum with Pat.

Pat,Paul

Item 5.4.1.2 Libby to follow up with Dr. Lam

LH, Paul

Item 5.4.2.1 Pat to add additional programs to core competencies draft.

Pat

Item 6.2 Chair to follow with Dr. Lam on administrative systems.

Chair,Paul

8. DATE OF NEXT MEETING

The date of the next scheduled meeting was agreed as GMT + 8 Sunday 6th October 2019 via Go to Meeting.

Dates for 2019 had been listed on the agenda.

The meeting closed at 22:57 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson
