DR PAUL LAM TAI CHI FOR HEALTH INSTITUTE INC



NSW Government. Register number INC 9897544

MEETING held GMT+8 on 2nd February 2020 via Go to Meeting PRESENT:

Tang Ching Lau (Chair)
Winnie Lo (Treasurer)
Jocelyn Simpson (Secretary)

Rosalie Rudduck Aileen Bonaparte

1. WELCOME & APOLOGIES

The Chair welcomed all to the meeting. Apologies were recorded from Margaret Brade, Dr. Paul Lam, Pat Lawson, Dave Carter, Elizabeth (Libby) Hill and Sarah Malia.

2. MINUTES OF LAST MEETING

JS

Rosalie Rudduck proposed and Aileen Bonaparte seconded that the minutes of the meeting of 1st December 2019 be approved. 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

Final copy of Scholarship Form with addition of references to be distributed to Board members for approval.

4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL

4.1.1 Numbers:

- -MT 72 (same)
- -ST 124 (plus 3)
- -Premier Instructors 898 (minus 35)
- -Instructors 2665 (minus 61)

(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 January 2020: \$79,418.69.

WL

By recommendation of the accountants, TCHI fiscal year has been

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changed to 1 October to 30 September, with 2019-2020 as the transitional year. This was approved at the January 2020 Annual General Meeting. This requires a change to the Constitution.

5.	INSTITUTE SUB COMMITTEES	
5.1	Harmonization Committee : Melvyn Bowler complaint - Margaret Brade to respond. The Chair to follow up.	МВ
5.2	Promotion & Resources: No new activity to report.	Paul L Chair
5.3	Research & Development: No new activity to report.	Paul L Chair
5.4	Training & Education:	Pat L
	5.4.1 ST Training: Paul Lam and Pat Lawson continue work on ST training for the annual June workshop in USA.	Paul L
6.	ANY OTHER BUSINESS	
	6.1 Review of Administrative Systems	Chair
	Still under discussion.	
7.	KEY ACTIONS	
	Item 2 Jocelyn to send PDF of approved Minutes to Dianne. Libby to complete minor changes to November Minutes.	JS,LH
	Item 3.1 Scholarship committee to finalize draft form for scholarship requests and circulate to Board members for approval.	AB,LH
	Item 3.3 Dr. Lam to clear TCHI sponsorship of January workshop with accountants.	Paul L
	Item 4.2 Follow up amending Constitution regarding change to fiscal year.	WL,Chai
	Item 5.1 Chair to email Margaret to respond to complaint.	MB,Chai
	Item 5.4 Pat to finalize ST training document and MT core competencies.	Pat L
	Item 6.1 Chair to follow up.	Chair

DATE OF NEXT MEETING

8.

CHI or HEAT

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The date of the next scheduled meeting was agreed as GMT + 8 Sunday 1st March 2020 via Go to Meeting.

Dates for 2020 had been listed on the agenda.

The meeting closed at 22:30 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson