



**MEETING held GMT+8 on 6<sup>th</sup> September 2020 via Zoom**

**PRESENT:**

Dr. Paul Lam (Director)

Tang Ching Lau (Chair)

Winnie Lo (Treasurer)

Jocelyn Simpson (Secretary)

Margaret Brade (Vice Chair)

Rosalie Rudduck

Pat Lawson

Elizabeth (Libby) Hill

Aileen Bonaparte

**1. WELCOME & APOLOGIES**

The Chair welcomed all to the meeting. Apologies were recorded from Sarah Malia and Dave Carter.

**2. MINUTES OF LAST MEETING**

Margaret Brade proposed and the Chair seconded that the minutes of the meeting of 2<sup>nd</sup> August 2020 be approved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website.

JS

**3. MATTERS ARISING (not otherwise on the agenda)**

**3.1 Website Ownership:** Margaret Brade and Dr. Lam to review legal ownership of TCHI website. Margaret to contact attorney.

MB

Paul L

**3.2 Post-Pandemic World (look to the future):** Discussion regarding future of virtual teaching opportunities. It was noted that more people are being reached with the virtual format.

Chair

**4. INSTITUTE GOVERNANCE & ADMINISTRATION**

**4.1 Membership**

WL

4.1.1 Numbers:

-MT 68 (same)

-ST 129 (plus 2)

-Premier Instructors 749 (minus 21)

-Instructors 2163 (minus 95)

(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 2020: \$53,319.12 WL

**5. INSTITUTE SUB COMMITTEES**

**5.1 Harmonization Committee:** No new activity to report. MB

**5.2 Promotion & Resources:** No updates Paul L  
Chair

**5.3 Research & Development:** No updates Paul L  
Chair

**5.4 Training & Education:**

5.4.1 Video to be developed to accompany virtual teaching guide,  
joint effort with Dr. Lam and MTs experienced in virtual teaching. Pat L  
Paul L

5.4.2 Libby Hill to write article for newsletter clarifying ST update  
requirements. LH

**6. ANY OTHER BUSINESS**

**7. KEY ACTIONS**

**Item 2** Jocelyn to send PDF of approved Minutes to Dianne. JS  
**Item 3.1** Margaret to contact attorney regarding website MB, Paul  
ownership. Dr. Lam to obtain estimate for website updates.

**Item 3.2** The Board to continue to consider how we proceed during Board  
pandemic and beyond.

**Item 5.4** Libby to write newsletter article regarding ST updates. Pat LH, Pat L  
to organize a few MTs experienced with virtual teaching to work  
with Dr. Lam developing video to incorporate with teaching guide.

**8. DATE OF NEXT MEETING**

The date of the next scheduled meeting was agreed as GMT + 8  
Sunday 4<sup>th</sup> October 2020 via Go to Meeting.

Dates for 2020 had been listed on the agenda.

The meeting closed at 22:35 AEST.

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**DR PAUL LAM TAI CHI FOR HEALTH INSTITUTE INC**  
NSW Government. Register number INC 9897544

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Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson