



**MEETING held GMT+8 on 4<sup>th</sup> April 2021 via Zoom**

**PRESENT:**

Tang Ching Lau (Chair)

Rosalie Rudduck

Dr. Paul Lam (Director)

Pat Lawson

Winnie Lo (Treasurer)

Jocelyn Simpson (Secretary)

Margaret Brade (Vice Chair)

1.	<p><b>WELCOME &amp; APOLOGIES</b></p> <p>TheChair welcomed all to the meeting. Apologies were recorded fromSarah Malia and Elizabeth (Libby) Hill, Dave Carter, Aileen Bonaparte.</p>	
2.	<p><b>MINUTES OF LAST MEETING</b></p> <p>Proposed and seconded that the minutes of the meeting of 7<sup>th</sup> March 2021 beapproved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website.</p>	JS
3.	<p><b>MATTERS ARISING (not otherwise on the agenda)</b></p>	
	<p><b>3.1 Post-Pandemic World (look to the future):</b></p> <p><b>3.1.1. Develop framework for future of TCHI</b></p> <p>Considered: Blended Learning – combining in person and virtual; Virtual workshops reaching past geographical barriers; producing new instructors world-wide; Focus on fidelity and study results</p> <p>Following a positive discussion it was noted:</p> <ul style="list-style-type: none"> <li>- Good feedback from MTs about stage 1 and 2 new workshop and would lead to further review and development.</li> <li>- Thought looking at likely / minimum 6-12 months continuing impacts of the pandemic so to continue to explore online / hybrid/ small groups where permitted.</li> <li>- Also agreed to plan to keep benefits of reach etc from virtual training into the future.</li> </ul> <p><b>3.1.2. Virtual Teaching</b></p> <p>MB provided feedback from a UK meeting re guidance on a number of points including Virtual / Zoom teaching / First Aid/</p>	Chair



<p>Teaching outside etc. Jocelyn to email safety protocols of webinar-based training to rest of board members. Release form, emergency contact, address of the participants in case needed, alone vs some else in the house, etc. TCHI will also look into incorporating this into future teaching guidance.</p> <p><b>3.1.3. Vaccination and Testing Statement:</b> It was agreed it was difficult to keep up to date as the evidence is still evolving and important to recognise that the Board does not have medical expertise to comment further. It was agreed that each country needed to follow local/ national guidance Dr Lam had given a clear personal view of his support for vaccination in his newsletter, but it was not for the Institute to hold a view on this as a Tai Chi Institute.</p> <p>The meeting and feedback with the UK MT &amp; ST was welcomed and thanks recorded for raising helpful points.</p> <p><b>3.2 Board Elections 2022</b> Agreed to keep on the agenda until action required in September.</p> <p><b>3.3 Website Update</b> Website feedback from a meeting with the UK MT &amp; ST – it was acknowledged that it is an important part of the website to be the point of truth about qualification of the instructors. Minutes were not linked so could not be accessed which has now been corrected. General Update – Dr Lam advised that the website was doing relatively well at present and work was ongoing looking at future use, but all developments came with significant costs so was kept under review. Issues with Website - to remind members that any issues re the website to send a message to TCHI and staff do all they can to assist. Noted the importance of sending clear information about what the issue is (including a screen shot if possible) to <a href="mailto:service@taichiforhealthinstitute.org">service@taichiforhealthinstitute.org</a></p> <p><b>3.4 Innovative Excellence Tai Chi Award</b> The proposal for the work of Master Trainers Ileina Ferrier, Beverly Roberts and Pat Lawson re: Administration of Community Living,</p>	<p>JS</p> <p>MB</p>
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	<p>NCOA, and VA all governing bodies for accreditation and funding of TCAFP program (Dr. Lam) was unanimously supported.</p> <p>Dr Paul Lam to coordinate the award to be given out at the June virtual workshop.</p>	
	<p><b>3.5 Website Ownership</b></p> <p>The discussion with Dr. Lam and his lawyers regarding the legal status of the TCHI website ownership was ongoing – would advise further at the next meeting.</p>	PL Chair
<b>4.</b>	<b>INSTITUTE GOVERNANCE &amp; ADMINISTRATION</b>	
<b>4.1</b>	<p><b>Membership at end of March 21</b></p> <p>4.1.1 Numbers:</p> <ul style="list-style-type: none"> <li>-MT 67 (down 1)</li> <li>-ST 129 (same)</li> <li>-Premier Instructors 642 (down 1)</li> <li>-Instructors 1,745 (down 58)</li> </ul> <p>Noted downturn this month likely due to changes to remote workshops and numbers stabilizing, particularly because of the extended time taken to train and register new trainers.</p> <p>However, noted as encouraging the number of new people training as instructors and those renewing in these challenging times. Also noted as positive the increased ability in reaching people we did not reach before and rewards in the relationships developed from the extended time involved.</p> <p>(The “Instructors” figure reflects “Standard Memberships” only. Total membership is reflected by totaling all categories and includes only those current on membership fees.)</p>	WL
<b>4.2</b>	<p><b>Finance Report</b></p> <p>Income for March 21 \$10,271.60 made up of \$9,055.10 Membership Fees and \$1,216.50 Certificate fees.</p> <p>Balance as of end of March 2021: \$53,131.99</p> <p>Winnie was thanked for clear and helpful reporting as usual.</p>	WL
<b>5.</b>	<b>INSTITUTE SUB COMMITTEES</b>	
<b>5.1</b>	<b>Harmonization Committee:</b>	MB



	No new activity to report.	
<b>5.2</b>	<b>Promotion &amp; Resources:</b> No Update	Chair
<b>5.3</b>	<b>Research &amp; Development:</b> No Update	Chair
<b>5.4</b>	<b>Training &amp; Education:</b> The inaugural Instructor Training Program incorporating Stage 1 self-paced with Stage 2 scheduled for April 14/15, 2021. Agreed this should be recorded as a milestone for TCHI. Dr Lam noted Board members welcome to attend – to let him know. Dr Lam noted other programs for TCH may be developed after we have evaluation of the current program.	Paul L
<b>6.</b>	<b>ANY OTHER BUSINESS</b> 6.1 Yearly payment for NZ REP membership NZ \$230 - agreed to continue	
<b>7.</b>	<b>KEY ACTIONS</b> <b>Item 2</b> Jocelyn to send PDF of approved Minutes to Dianne. <b>Item 3</b> Jocelyn to send info re safety measures and to include in future guides MB to give feedback to UK MT & ST <b>Item 3.4</b> Dr Lam to coordinate the agreed awards. <b>Item 6.1</b> Renew NZ REP membership	JS JS MB Paul L WL
<b>8.</b>	<b>DATE OF NEXT MEETING</b> The date of the next scheduled meeting was agreed as GMT + 8 Sunday 2 May 2021 via Zoom. Dates for 2021 had been listed on the agenda.	

The meeting closed at 21:50 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson / Margaret Brade