



MEETING held GMT+8 on 3rd October 2021 via Zoom

PRESENT:

Dr. Paul Lam (Director)	Rosalie Rudduck
Tang Ching Lau (Chair)	Pat Lawson
Margaret Brade (Vice Chair)	Dave Carter
Winnie Lo (Treasurer)	Helga Meyer
Jocelyn Simpson (Secretary)	Ileina Ferrier
Andrea Lam	Elizabeth (Libby) Hill

1. WELCOME & APOLOGIES

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

2. MINUTES OF LAST MEETING

Proposed by Margaret Brade and seconded by Pat Lawson JS
that the minutes of the meeting of 5th September 2021 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 The Pandemic World (look to the future):

Chair

NCOA Update from Ileina Ferrier

- 3.1.1 National Council on Aging (NCOA) suggestions: More systematic documentation of training (e.g. fidelity checklist, hours of preparation before instructor course) and credentialing. Stage 1 is a good example. TCHI instructor training is outcome based and adaptive learning enabled, not just duration or process based.
- 3.1.1.1 Review outcome based, Entrustable Professional Activities (EPAs)
- 3.1.1.2 Consider Stage 1 for all MT/ST update and training
- 3.1.1.3 Reinforce adherence to TCHI program to all MTs
- 3.1.1.4 Internship for selected instructors teaching in certain organisation only
- 3.1.2 Clearer guidance of who can teach Tai Chi with US VA



3.2 Board Elections 2022

JS

Preparation in progress.

3.3 Website Ownership

DPL

The legal agreement is in process with Dr. Lam's lawyer who is familiar with the Institute's situation. Dr. Lam has a meeting set with the attorney after which Margaret Brade will review the agreement.

3.4 Website Update

DPL

3.4.1 Estimated cost \$60k to 80k. Funding options: consider associate members who are not instructors; consider charitable organisation status in Australia for TCHI.

3.4.2 Margaret to work with Jocelyn on checking the Constitution and bylaws regarding associate memberships for TCHI.

MB, JS

3.5 Resignation of Aileen Bonaparte/ Appreciation of Service

The Board would like to recognize the contribution of Aileen Bonaparte for her service on the Board.

3.6 New Board Member

The Board would like to welcome new Board member Helga Meyer, representing STs in Australia, New Zealand, Other Regions.

3.7 Scholarship Funding Options

Scholarship funding has been paused due to financial impact of pandemic. Other sources of funding to be explored to support the 3 honorees to be honoured at June 2022 annual workshop.



4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL

Numbers at end of September:

-MT 67 (same)

-ST 129 (up 1)

-Premier Instructors 610 (down 4)

-Instructors 1705 (down 9)

(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

Revenue for September 2021 \$8542.00 made up of \$7046.00 Membership Fees and \$1496.00 Certificate fees. WL

Balance as at the end of September 2021: \$44,060.21

Fiscal Year 2020-2021: \$9500.00 loss

5. INSTITUTE SUB COMMITTEES

5.1 Harmonization Committee:

MB

No new activity to report.

5.2 Promotion & Resources:

Chair

5.2.1 The Osteoarthritis Action Alliance (OAAA) has recognized the Tai Chi for Arthritis program, promoting it on its website including a video by Dr. Lam.

5.3 Research & Development:

Chair

Several studies are ongoing.

5.4 Training & Education:

5.4.1 Stage 1 self paced study for Tai Chi for Beginners to be rolled out soon. More to be developed. Pat L

5.4.2 Dr. Lam to develop a structured way to deliver virtual classes.

5.4.3 Instructor Forums going well.



6. ANY OTHER BUSINESS

7. KEY ACTIONS

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| Item 2 Jocelyn to send PDF of approved Minutes to Dianne | JS |
| Item 3.1 Ileina, Pat L, Paul L and Chair to further discuss US MT meeting re: NCOA and VA | DPL,PL,Chair |
| Item 3.2 Jocelyn re elections | JS |
| Item 3.3 Website ownership | DPL |
| Item 3.4/7 Look into other areas of funding | Board |
| Item 3.4.2 Review Constitution & Bylaws regarding associate memberships | MB, JS |
| Item 5.2 Dr. Lam to consult attorney regarding possible new types of memberships, possible tax exempt status, look into scheduling a third International Tai Chi for Health Conference and possible meeting with Dr. Oh of IMTQA. | DPL |
| Item 5.3 Dr. Lam to look into possible study regarding Stage 1. | DPL |

8. DATE OF NEXT MEETING

The date of the next scheduled meeting was 7th November.
Availability to be checked and date confirmed.

Dates for 2021-22 had been listed on the agenda.

The meeting closed at 22:03 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson