



MEETING held GMT+8 on 11th August 2019 via Go to Meeting

PRESENT:

Tang Ching Lau (Chair)	Rosalie Rudduck
Dr. Paul Lam (Director)	Elizabeth (Libby) Hill
Jocelyn Simpson (Secretary)	Aileen Bonaparte
Winnie Lo (Treasurer)	Dave Carter

1. WELCOME & APOLOGIES

The Chair welcomed all to the meeting. Apologies were recorded from Margaret Brade, Pat Lawson and Sarah Malia.

2. MINUTES OF LAST MEETING

The minutes of the meeting of 7th July 2019 were proposed by Libby Hill and seconded by Dave Carter. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website.

JS

3. MATTERS ARISING (not otherwise on the agenda)

3.1 Scholarship Committee:

The scholarship committee continues to develop policies, to be presented at next Board meeting.

AB,LH

3.2 Travel Expense Fund: Policy to be uploaded to the website. Dr. Lam to follow up regarding expenses of TCHI representative to IMTQA.

MB
Paul L

3.3 U.S. Veterans Administration Referrals: Pat Lawson and Becky Rahe are working to clarify how this program will work.

Pat L

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

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 made a motion to formally apply to recognize TCHI with Exercise Association of NZ (EANZ) and NZ Registered Exercise Professionals by making \$200 payment for the first stage. Jocelyn Simpson seconded the motion; all agreed. This is an annual payment. Tamara is to be invited to the September Board



Meeting to provide details on the second stage.

- 3.5** The Board would like to express appreciation to Dino _____ for his contribution to the TCHI website. The Chair to send a letter of appreciation.

4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL

4.1.1 Numbers:

-MT 71 (down 1)

-ST 119 (same)

-Premier Instructors 948 (up 12)

-Instructors 2521 (up 20)

(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 June 2019: \$98,547.65

WL

The Chair moved to approve the 2020 budget as submitted by Winnie Lo. Libby Hill seconded the motion; all agreed.

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.

Chair

5. INSTITUTE SUB COMMITTEES

- 5.1 Harmonization Committee:** No issue to report.

MB

- 5.2 Promotion & Resources:** Pat Lawson to represent TCHI at the iMTQA meeting to be held in Boston in October.

Chair
Paul L

- 5.3 Research & Development:** Research study at Georgia Institute of Technology is progressing. Recently certified Tai Chi for Memory instructor in Adelaide, a physiotherapy lecturer who specializes in neuropsychology is interested in doing her

Paul L
Chair



doctorate study on TCM in Korea.

5.4 Training & Education:

5.4.1 ST Training

Pat L
Paul 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.

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

Pat L

5.4.2.1 Core Competencies: All programs to be included.

6. ANY OTHER BUSINESS

6.1 Review of Administrative Systems

Chair

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

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 invite Tamara to September meeting.

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 5.2 Dr. Lam to follow up with Dr. Linda Scott regarding iMTQA expense report.

Paul

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 8th September 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