



MEETING held GMT+8 on 1st March 2020 via Go to Meeting

PRESENT:

Dr. Paul Lam (Director)	Sarah Malia
Tang Ching Lau (Chair)	Dave Carter
Margaret Brade (Vice Chair)	Rosalie Rudduck
Winnie Lo (Treasurer)	Aileen Bonaparte
Jocelyn Simpson (Secretary)	Pat Lawson
	Elizabeth (Libby) Hill

1. WELCOME & APOLOGIES

The Chair welcomed all to the meeting.

2. MINUTES OF LAST MEETING

JS

Rosalie Rudduck proposed and Libby Hill seconded that the minutes of the meeting of 2nd February 2020 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

The Chair to circulate final copy of Scholarship Form for approval.

Chair

4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL

4.1.1 Numbers:

-MT 72 (same)

-ST 123 (minus 1)

-Premier Instructors 889 (minus 9)

-Instructors 2742 (plus 77)

(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 February 2020: \$80,544.65.

WL

Winnie Lo presented a revised budget to correspond with the



extended 2019-2020 transitional fiscal year. Dave Carter proposed and Margaret Brade seconded the budget be approved. All agreed. The budget included the 5% annual membership fee increase as of May 2020 and insurance fees of \$3540.

5. INSTITUTE SUB COMMITTEES

- 5.1 Harmonization Committee:** Melvyn Bowler complaint - Margaret Brade to respond as relates to general issues in training. MB
- 5.2 Promotion & Resources:** A committee composed of the Chair, Beverly Roberts, Ileina Ferrier and Dr. Lam are working with USA government regarding TCHI's status with Title III-D evidence based fall prevention approved programs. Paul L Chair
- 5.3 Research & Development:** Rhayun Song continues research on Tai Chi for Memory in South Korea. Georgia Institute of Technology, USA, expects to start participant involvement in Seated Tai Chi for Arthritis research study in April 2020. Paul L Chair
- 5.4 Training & Education:**
- 5.4.1 ST Training:** Paul Lam and Pat Lawson continue work on ST training for the annual June workshop in USA. Pat L Paul L
- 5.4.2 MT Training:** Pat Lawson to complete core competencies with addition of our newest programs.

6. ANY OTHER BUSINESS

- 6.1 Review of Administrative Systems** Chair
- The Chair to update April 2020.

7. KEY ACTIONS

- Item 2** Jocelyn to send PDF of approved Minutes to Dianne. JS
- Item 3.1** The Chair to finalize form for scholarship requests and circulate to Board members for approval. Chair
- Item 5.2** The Chair to circulate Title III-D committee report.
- Item 5.3** Pat to circulate information on Roy Geib study. Pat L
- Item 5.4** Pat to finalize ST training document and MT core competencies. Chair
- Item 6.1** Chair to follow up.



8. DATE OF NEXT MEETING

The date of the next scheduled meeting was agreed as GMT + 8
Sunday 5th April 2020 via Go to Meeting.

Dates for 2020 had been listed on the agenda.

The meeting closed at 23:01 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson