



MEETING held GMT+8 on 4th October 2020 via Zoom

PRESENT:

Dr. Paul Lam (Director)
Tang Ching Lau (Chair)
Winnie Lo (Treasurer)
Jocelyn Simpson (Secretary)

Dave Carter
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 Margaret Brade.

2. MINUTES OF LAST MEETING

Libby Hill proposed and Rosalie Rudduck seconded that the minutes of the meeting of 6th September 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. Chair to follow up.

MB
Chair

3.2 Post-Pandemic World (look to the future):

3.2.1 Future of virtual teaching opportunities. It was noted that more people are being reached with the virtual format.

3.2.2 Use of pdf certificates for virtual workshops, rather than mailing certificates.

3.3 Annual General Meeting (AGM): 2021 AGM to be held 10 January 2021 at GMT+8 via Zoom. 3 January Board Meeting to be held to finalize preparations if needed. It was noted that this is an opportunity for members across the globe to attend.

4. INSTITUTE GOVERNANCE & ADMINISTRATION

4.1 Membership

WL

4.1.1 Numbers:

-MT 68 (same)

-ST 130 (plus 1)

-Premier Instructors 722 (minus 27)



-Instructors 2060 (minus 103)

(The “Instructors” figure reflects “Standard Memberships” only.
Total membership is reflected by totaling all categories and
includes only those current on membership fees.)

Discussion regarding encouraging instructors to maintain
membership/teaching qualifications even if unable to currently hold
classes during the pandemic.

- Explore university or community grants to train instructors to improve health in the community.
- Master Trainers to consider localised funds to support cost of instructor updates for hardship cases due to covid-19.
- Invite Rani Hughes and members in mental health field to contribute regular articles to the newsletter to encourage instructors and participants during this time of pandemic.
- Periodically invite members to return to TCHI.

4.2 Finance Report

Balance as of end of September 2020: \$53,492.92

WL

5. INSTITUTE SUB COMMITTEES

5.1 Harmonization Committee: No new activity to report.

MB

5.2 Promotion & Resources: Funding obtained in Singapore for cost of Tai Chi for Arthritis, Fall Prevention and Tai Chi for Memory for use in health coach training, a six month curriculum for those who have lost jobs due to pandemic. The Chair interested to collaborate and share training with other universities.

Paul L
Chair

5.3 Research & Development: The Chair to contact Rhayun Song for permission to share abstract from Tai Chi for Memory study.

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

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 Margaret to contact attorney regarding website ownership. Chair to follow up. Dr. Lam to obtain estimate for website updates. | MB, Paul
Chair |
| Item 3.2 The Board to continue to consider how we proceed during pandemic and beyond. | Board |
| Item 3.2.2 Dr. Lam to look at feasibility of using pdf certificates in lieu of paper certificates during pandemic and beyond. | Paul L |
| Item 3.3 Winnie to work with accountant and Dianne in preparation for AGM. Invitation to be made to all TCHI members, notifying them of the virtual meeting which is accessible to all members. Chair to compose 2020 summary. | WL, Paul
Dianne
Chair |
| Item 4.1 Chair to contact Rani regarding her mental health contacts to write small articles of encouragement to instructors and participants monthly in newsletter. | Chair |
| Item 5.3 Chair to contact Rhayun for permission to share TCM abstract. | Chair |
| Item 5.4 Pat to organize a few MTs experienced with virtual teaching to work with Dr. Lam developing video to incorporate with teaching guide. | Pat L |

8. DATE OF NEXT MEETING

The date of the next scheduled meeting was agreed as GMT + 8 Sunday 1st November 2020 via Go to Meeting.
Dates for 2020-2021 had been listed on the agenda.

The meeting closed at 22:53 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson