



MEETING held GMT+8 on 3rd July 2022 via Zoom

PRESENT:

Dr. Paul Lam (Director)
Margaret Brade (Vice Chair)
Winnie Lo (Treasurer)
Jocelyn Simpson (Secretary)

Rosalie Rudduck
Helga Meyer
Annette Plank
Pat Lawson
Elizabeth (Libby) Hill

1. WELCOME & APOLOGIES

The Vice Chair welcomed all to the meeting. Apologies from Tang Ching Lau.

2. CHANGES IN CONFLICT OF INTEREST

No changes reported.

3. MINUTES OF LAST MEETING

Proposed by Elizabeth (Libby) Hill and seconded by Pat Lawson that the minutes of the meeting of 12th June 2022 as amended be approved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website. JS

4. MATTERS ARISING (not otherwise on the agenda)

4.1 Questionnaire to Members MB

4.1.1 Margaret Brade recommended deferring the questionnaire at this time, but rather consider an annual questionnaire to members.

4.2 Appointment of Participant Representative DPL

4.2.1 Dr. Lam nominated Lorraine Norton for this position due to her experience and involvement as participant, and also to fulfil requirements for four Board members from Australia. MT Rosalie Rudduck seconded the motion; the Board approved unanimously.

4.3 Notation of Hours on Certificates Pat L

4.3.1 Dr. Lam pointed out that TCH programs are based on requirements for Evidence Based Programs supported by medical studies, as well as TCHI requirements, rather than a



specific number of hours. Pat Lawson and Dr. Lam to continue discussion outside of meeting.

4.4 Motions Recommended by Australian Attorney Dion McCurdy MB

4.4.1 Postponed to next meeting.

4.5 Need for Additional Funding

4.5.1 Following a full discussion regarding an increase in general fees the Director proposed that the Certificate Fee should not be raised at this time. This was supported by the Board and it was agreed to reverse the June Board decision and keep the Certificate Fee at the same level.

4.5.2 Following consideration of a paper to the Board to consider financial and other significant considerations regarding increasing fees, a number of costed options were voted on. The majority supported the following option:

Option 4 – the membership fees would increase on renewal to:

Certified Instructor 40AUD

Premier Instructor 70AUD

Senior Trainer 120AUD

Master Trainer 280AUD

This was then agreed unanimously by the Board.

4.5.3 Supporting Members – The Board voted to establish a new category of membership for those who wish to support TCHI financially, but are not instructors. The annual fee for this membership category was established at 25AUD.

5. INSTITUTE GOVERNANCE & ADMINISTRATION



5.1 Membership

WL

Numbers at end of June 2022:

-MT 65 (same)

-ST 130 (same)

-Premier Instructors 555 (down 8)

-Instructors 1583 (down 20)

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

5.2 Finance Report

Revenue for June 2022 \$6832.40 made up of \$5769.40
Membership Fees and \$1063.00 Certificate fees

WL

Balance as at the end of June 2022: \$42,591.59

Awaiting invoice for final payment for website upgrades to be
made in the amount of \$17,424.00

\$56,784.00 due for 7 months administrative fees to Tai Chi
Productions (December 2021 – June 2022)

The Board is looking into other sources of support for the
Institute.

Rough estimate to add membership category “Supporting
Members” is approximately \$8000 for website portal.

6. INSTITUTE SUB COMMITTEES

6.1 Harmonization Committee:

MB

No new activity to report

6.2 Promotion & Resources:

Chair

No new activity to report

6.3 Research & Development:

Chair

The findings of the Georgia Institute of Technology, Atlanta
GA USA, study have been published. This was a pre-
pandemic study using virtual classes to teach Seated Tai Chi
for Arthritis to homebound individuals, many with spinal
conditions. The findings have been well received.



- 6.4 Training & Education:** Pat L
Pat Lawson noted that Stage 1 enables Dr. Lam to include a certification program as well as a “depth” program in his return to “in person” fall workshops.
- 7. ANY OTHER BUSINESS**
Work on Charity Registration is ongoing. DPL,MB,Chair
- 8. KEY ACTIONS**
- Item 3** Jocelyn to send PDF of approved Minutes to Dianne JS
- Item 4.1** Subcommittee Chairs to set up meetings; invite members to join, set agenda items for MT/ST meeting DPL,Pat,Chair
- Item 4.3** Pat and Dr. Lam to follow up on VA training hours DPL, Pat
- Item 4.5** Dr. Lam to follow up on change of membership fees and addition of Supporting Members. Margaret to clarify with attorney. DPL, MB
- Item 7.1** PL and MB to bring a paper to the next meeting after time for review. MB, DPL
- 9. DATE OF NEXT MEETING**
The date of the next scheduled meeting was 7th August, 2022.
Availability to be checked and date confirmed.
Dates for 2022 had been listed on the agenda.

The meeting closed at 22:21 AEST.
Chaired by Margaret Brade
Minutes by Jocelyn Simpson