



MEETING held GMT+8 on 7th August 2022 via Zoom

PRESENT:

Dr. Paul Lam (Director)	Pat Lawson
Tang Ching Lau (Chair)	Rosalie Rudduck
Winnie Lo (Treasurer)	Annette Plank
Elizabeth (Libby) Hill	Lorraine Norton

1. WELCOME & APOLOGIES

The Vice Chair welcomed all to the meeting. Apologies recorded from Jocelyn Simpson, Margaret Brade, Helga Meyer.

2. CHANGES IN CONFLICT OF INTEREST

No changes reported.

3. MINUTES OF LAST MEETING

Proposed by Pat Lawson and seconded by Rosalie Rudduck that the minutes of the meeting of 3rd July 2022 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 Regular Meetings of Sub-committees Chair

4.1.1 Chair proposed to share update of Research and Development Committee at October 2022 ST/MT Meeting. Dr. Lam suggested it be the topic of the October 2022 Instructor Forum.

4.1.2 Training and Education Committee to meet soon, and present at the October 2022 ST/MT Meeting. Pat L

4.2 Notation of Hours on Certificates Pat L, DPL

4.2.1 Per Dr. Lam and Pat Lawson, rather than notation on certificates, a separate letter notating training hours would be provided as needed. Secretary to prepare template for instructors if the need arises.

4.3 Motions Recommended by Australian Attorney Dion McCurdy MB



- 4.3.1 Postponed to next meeting.
- 4.4 Next Board Election** JS
- 4.1.1 Discussion regarding coordination of election
- 4.5 Memorandum of Agreement with Saudi Federation of Sports Medicine and TCHI** DPL
- 4.5.1 New partnership proposed by CEO of SFSM supported by TCHI Board.
- 4.6 Engaging Liquid Digital for new website development** DPL
- 4.6.1 Dr. Lam proposed and Libby Hill seconded the motion to approve funds of \$19,140.00 for new website development. All agreed.
- 5. INSTITUTE GOVERNANCE & ADMINISTRATION**
- 5.1 Membership** WL
- Numbers at end of July 2022:
- MT 65 (same)
 - ST 130 (same)
 - Premier Instructors 558 (up 3)
 - Instructors 1556 (down 27)
- (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 July 2022 \$5852.80 made up of \$4715.80 Membership Fees and \$1137.00 Certificate fees WL
- Balance as at the end of July 2022: \$28,506.37
- Final payment for website upgrades was made in the amount of \$17,424.00
- \$64,896.00 due for 8 months administrative fees to Tai Chi Productions (December 2021 – July 2022)
- 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
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- 6.2 Promotion & Resources:** Chair
- 6.2.1 Pat Lawson and MT Ileina Ferrier presented to the National Association of Chronic Disease Directors in USA, which plans to promote evidence based programs (including TCH programs) to health departments in all 50 states.
- 6.2.2 The National Council on Aging in USA is disbanding its fall prevention workgroup. The NCOA Chair will continue to work with individual organizations, including TCHI, in outreach.
- 6.3 Research & Development:** Chair
- Note Items 4.1.1 and 4.5.
- 6.4 Training & Education:** Pat L
- Note Item 4.1.2.
- 7. ANY OTHER BUSINESS**
- 7.1 Work on Charity Registration is ongoing. DPL,MB,Chair
- 7.2 Supporting Members
- 7.2.1 Website page to be developed
- 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 4.4** Chair to contact Jocelyn regarding Board elections Chair, JS
- Item 7.1** DPL and MB to bring a paper to the next meeting after time for review DPL, MB
- Item 7.2** DPL to work with Dino on Supporting Members page on website DPL
- 9. DATE OF NEXT MEETING**
- The date of the next scheduled meeting was 4th September, 2022. Availability to be checked and date confirmed.
- Dates for 2022 had been listed on the agenda.
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DR PAUL LAM TAI CHI FOR HEALTH INSTITUTE INC
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The meeting closed at 21:36 AEST.
Chaired by Tang Ching Lau
Minutes by Jocelyn Simpson