



MEETING held GMT+8 on 6th November 2022 via Zoom

PRESENT:

Tang Ching Lau (Chair)

Rosalie Rudduck

Winnie Lo (Treasurer)

Annette Plank

Jocelyn Simpson (Secretary)

Lorraine Norton

Margaret Brade (Vice Chair)

Elizabeth (Libby) Hill

1. WELCOME & APOLOGIES

The Chair welcomed all to the meeting. Apologies recorded from Helga Meyer.

2. CHANGES IN CONFLICT OF INTEREST

No changes reported.

3. MINUTES OF LAST MEETING

JS

Proposed by Rosalie Rudduck and seconded by Annette Plank that the minutes of the meeting of 2nd October 2022 be approved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for the website.

4. MATTERS ARISING (not otherwise on the agenda)

4.1 Next Board Election

JS, LH, Chair

4.1.1 Dino to email request for nominations. Deadline for nominations set at 10th Nov. 2022, new board members to be elected by Jan. 2023. Evan Wels to help design the google form for voting purposes.

4.2 Annual General Meeting 2023

Chair

4.2.1 The AGM is scheduled for Thursday January 12, 2023 at 4:45 pm. The Chair to work out means for a hybrid AGM, allowing both in person and virtual participation.

5. INSTITUTE GOVERNANCE & ADMINISTRATION



- 5.1 Membership** WL
- Numbers at end of October 2022:
- MT 64 (down 1)
 - ST 129 (same)
 - Premier Instructors 551 (down 12)
 - Instructors 1571 (down 36)
- (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 September 2022 \$8550.00 made up of \$6777.00 Membership Fees and \$1773.00 Certificate fees WL
- Balance as at the end of October 2022: \$33,624.25
- \$83,104.00 due for 10 months administrative fees to Tai Chi Productions (December 2021 – September 2022)
- \$19,140 for website upgrade
- \$86,066.84 loss for fiscal year ending September 2022
- 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
- No new activity to report
- 6.4 Training & Education:** Pat L
- No new activity to report
- 7. ANY OTHER BUSINESS**
- 7.1 Work on Charity Registration is ongoing. DPL,MB,Chair
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8. KEY ACTIONS

- Item 3** Jocelyn to send PDF of approved Minutes to Dianne JS
- Item 4.1** Dino to send out emails requesting nominations; Evan to develop new voting process. DB,EW
- Item 4.2** Annual reports to be prepared for AGM; Chair to work on hybrid AGM; Margaret to oversee presentation of highlights regarding possible charity registration Chair,WL,MB
- Item 7.1** Dr. Lam, Chair and Margaret to continue work on the charity registration; awaiting effects of new membership. DPL,Chair,MB

9. DATE OF NEXT MEETING

The date of the next scheduled meeting was 4th December, 2022. Availability to be checked and date confirmed.

Dates for 2022-2023 had been listed on the agenda.

The meeting closed at 20:30 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson