



MEETING held GMT+8 on 6th August 2023 via Zoom

PRESENT:

Dr. Paul Lam (Director)	Hillary Simon
Tang Ching Lau (Chair)	Rosalie Rudduck
Margaret Brade (Vice Chair)	Elizabeth (Libby) Hill
Jocelyn Simpson (Secretary)	Pat Lawson
Winnie Lo (Treasurer)	Lorraine Norton

1. WELCOME & APOLOGIES Chair

The Chair welcomed all to the meeting. Apologies from Annette Plank. Evan Wels in attendance as representative of TCP in administrative capacity.

2. CHANGES IN CONFLICT OF INTEREST

No changes reported.

3. MINUTES OF LAST MEETING JS

Proposed by Libby Hill and seconded by Lorraine Norton that the minutes of the meeting 2nd July 2023 be approved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for posting to the TCHI website. No June meeting held.

4. MATTERS ARISING (not otherwise on the agenda)

4.1 Annual ST/MT Recognition at Annual Workshops:

Lorraine Norton, Libby Hill and Margaret Brade to put together separate scholarship and recognition application forms to be ready for the January 2024 Annual Meeting. Work continues on criteria for nomination. LN, LH,
MB



5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership WL

Numbers at end of July 2023:

-MT 70 (same)

-ST 124 (up 2)

-Premier Instructors 462 (down 11)

-Instructors 1628 (down 10)

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

“Supporting Memberships” – With the outside IT bid being cost prohibitive, Evan Wels proposed a less costly internal application which he will report on next meeting.

5.2 Finance Report

Revenue for July 2023 is \$7,759.00 made up of \$7,078.00 Membership Fees and \$681.00 Certificate Fees WL

Balance as at the end of July 2023: \$24,236.93

\$83,104.00 owed for administrative fees to Tai Chi Productions (December 2021 – September 2022)

\$16,860.00 Total Loss for the year to date

Dr. Lam reported that TCHI has the highest number of government grants in the USA

6. INSTITUTE SUB COMMITTEES

6.1 Harmonization Committee: MB

The committee has developed a plan of action to explore an instructor concern.

6.2 Promotion & Resources: Chair, DPL

Dr. Lam’s Newsletter to have permanent space for “Find an Instructor” and Featured Instructor each month.

6.3 Research & Development: Chair, DPL

No new report



6.4 Training & Education: DPL, Pat

Stage 1 to be referred to as self-paced preparation package, including “Teaching Tai Chi Effectively” book or e-book, to be purchased by instructor training workshop participants. CEU approval, including ACSM, no longer available through the Institute, but through individual MTs should they choose to pursue this.

7. ANY OTHER BUSINESS Chair, Hillary

AU Physiotherapy Association Board voted to no longer recognize TCHI programs as approved exercise.

8. KEY ACTIONS

- Item 3** Jocelyn to send PDF of approved Minutes to Dianne JS
- Item 4.1** Lorraine, Libby, Margaret to put together application form for ST/MT recognition and scholarship, as well as develop criteria LN, LH, MB
- Item 5.1** Update on Supporting Membership next meeting Evan
- Item 6.1** Harmonization Committee to explore next steps MB, Pat, Chair
- Item 7.1** Chair to discuss telegram/whatsapp community, more social media presence with Kartiki and Sylvia Chair

9. DATE OF NEXT MEETING

The date of the next scheduled meeting was set as 3rd September 2023. Availability to be checked and date confirmed.

Dates for 2023 had been listed on the agenda.

The meeting closed at 22:38 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson