



**MEETING held GMT+8 on 4<sup>th</sup> December 2022 via Zoom**

**PRESENT:**

Dr. Paul Lam (Director)	Pat Lawson
Tang Ching Lau (Chair)	Helga Meyer
Winnie Lo (Treasurer)	Annette Plank
Margaret Brade (Vice Chair)	Lorraine Norton
	Rosalie Rudduck.

**1. WELCOME & APOLOGIES**

The Chair welcomed all to the meeting. Apologies recorded from Jocelyn Simpson and Elizabeth (Libby) Hill.

**2. CHANGES IN CONFLICT OF INTEREST**

No changes reported.

**3. MINUTES OF LAST MEETING**

Due to illness, these minutes were not completed in time for the meeting, but will be reviewed at the next Board Meeting.

**4. MATTERS ARISING (not otherwise on the agenda)**

**4.1 Next Board Election**

DPL,Dianne

4.1.1 No update. Dr. Lam to check with Dianne regarding any additional nominations, and also a suitable candidate to replace Helga as ST representative Australia/New Zealand region.

**4.2 Annual General Meeting 2023**

Chair,DPL

4.2.1 The AGM is scheduled for Thursday January 12, 2023 at 4:45 pm. Dr. Lam to send notice to TCHI members along with the 2022 Minutes.

**5. INSTITUTE GOVERNANCE & ADMINISTRATION**



- 5.1 Membership** WL
- Numbers at end of November 2022:
- MT 64 (same)
  - ST 129 (same)
  - Premier Instructors 546 (down 5)
  - Instructors 1597 (up 26)
- (The “Instructors” figure reflects “Standard Memberships” only. Total membership is reflected by totaling all categories and includes only those current on membership fees.)
- Adding “Supporting Memberships” still in process with IT.
- 5.2 Finance Report** WL
- Revenue for November 2022 \$9492.00 made up of \$8215.00 Membership Fees and \$1277.00 Certificate fees
- Balance as at the end of November 2022: \$32,468.04
- \$83,104.00 due for 10 months administrative fees to Tai Chi Productions (December 2021 – September 2022)
- \$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 to be paused for further DPL,MB,Chair



consideration. Attorney fees to be paid.

7.2 Discussion regarding types of awards, recognitions which should be given by TCHI. DPL

7.3 Consideration regarding MT workshop fee consistency as a result of US agencies questioning variations in fee structure. US Master Trainers to meet, discuss, and bring back ideas to the Board. The Board could provide a suggested range of fees which may vary according to country/region if helpful. Pat L

## 8. KEY ACTIONS

**Item 3** Jocelyn to send PDF of approved Minutes to Dianne JS

**Item 4.1.1** Dr. Lam to check with Dianne regarding any additional nominations, and also a suitable candidate to replace Helga as ST representative Australia/New Zealand region DPL

**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; DPL to send notice of AGM with 2022 Minutes to all TCHI members; Margaret to check which documents are required to be circulated in advance of AGM Chair,WL,MB,DPL

**Item 7.1** Margaret to send DPL question for attorney regarding charitable organization options DPL,MB

**Item 7.2** DPL to review names and types of awards/recognitions to be issued by TCHI, respond to MT Bill Pickett regarding his nomination DPL

**Item 7.3** US MTs to meet to discuss workshop fees Pat L

## 9. DATE OF NEXT MEETING

The date of the next scheduled meeting is 5<sup>th</sup> February, 2023. Availability to be checked and date confirmed.

Dates for 2023 had been listed on the agenda.

The meeting closed at 19:50 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson