



MEETING held GMT+8 on 5th February 2023 via Zoom

PRESENT:

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

1. WELCOME & APOLOGIES Chair

The Chair welcomed all to the meeting. Apologies recorded from Pat Lawson.

2. CHANGES IN CONFLICT OF INTEREST

No changes reported.

3. MINUTES OF LAST MEETING JS

Proposed by Libby Hill and seconded by Winnie Lo that the minutes of the meeting 6th November 2022 be approved. All agreed. Jocelyn Simpson to send PDF to Dianne McGrath for posting to the TCHI website.

4. MATTERS ARISING (not otherwise on the agenda)

4.1 2023 Board Election DPL

4.1.1 Hillary Simon was nominated by Dr. Lam as Participant representative filling Lorraine Norton's position. Libby Hill proposed a motion seconded by Rosalie Rudduck that Hillary be approved as Participant representative. All agreed, and Dr. Lam appointed her as such. Lorraine Norton was elected to replace Helga as ST representative Australia/New Zealand region.

4.2 Annual General Meeting 2023 Chair,DPL

4.2.1 The AGM was held Thursday January 12, 2023 at 4:45 pm. The Chair indicated it went well, with about 50 attendees. He will compose the minutes.

5. INSTITUTE GOVERNANCE & ADMINISTRATION



- 5.1 Membership** WL
- Numbers at end of January 2023:
- MT 69 (up 5)
 - ST 121 (down 8)
 - Premier Instructors 527 (down 19)
 - Instructors 1562 (down 35)
- (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 December 2022 is \$9291.00 made up of \$7645.00 Membership Fees and \$1646.00 Certificate Fees
- Balance as at the end of December 2022: \$30,896.34
- Revenue for January 2023 is \$13,217.00 made up of \$11,788.00 Membership Fees and \$1429.00 Certificate Fees
- Balance as at the end of January 2023: \$32,041.90
- \$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

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| 7.1 Work on Charity Registration to be paused for further consideration. Attorney fees to be paid. | DPL,MB,Chair |
| 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 |
| 7.4 Dr. Lam to work with MTs Kartikey and Sylvia on pilot social media | DPL |

8. KEY ACTIONS

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| Item 3 Jocelyn to send PDF of approved Minutes to Dianne | JS |
| Item 4.1 Margaret to create statement regarding outcome of elections. | MB |
| Item 4.2 Chair to compose minutes of AGM | Chair |
| Item 7.1 Margaret to send DPL question for attorney regarding charitable organization options | 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 was 5th March, 2023.
Availability to be checked and date confirmed.
Dates for 2023 had been listed on the agenda.

The meeting closed at 20:04 AEST.
Chaired by Tang Ching Lau
Minutes by Jocelyn Simpson