



MEETING held GMT+8 on 3rd September 2023 via Zoom

PRESENT:

Dr. Paul Lam (Director)
Tang Ching Lau (Chair)
Jocelyn Simpson (Secretary)
Winnie Lo (Treasurer)

Hillary Simon
Rosalie Rudduck
Pat Lawson
Lorraine Norton
Annette Plank

1. WELCOME & APOLOGIES

Chair

The Chair welcomed all to the meeting. Apologies from Margaret Brade and Elizabeth (Libby) Hill. 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 Rosalie Rudduck and seconded by Pat Lawson that the minutes of the meeting 6th August 2023 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 Annual ST/MT Recognition at Annual Workshops:

Lorraine Norton reported on status of application forms and criteria for nomination, to be circulated by email to Board members for confirmation at next meeting.

LN, LH,
MB

4.2 TCHI membership fee inclusion in Stage 1 registration

DPL

Upon discussion it was determined that this would not be workable due to variations in member status (new instructor, updating instructor, etc.) and other complications, however MTs have the option of packaging it into their course fee, then paying the memberships if desired.



5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership WL

Numbers at end of August 2023:

-MT 70 (same)

-ST 124 (same)

-Premier Instructors 453 (down 9)

-Instructors 1648 (up 20)

(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” – in process

5.2 Finance Report

Revenue for August 2023 is \$11,346.00 made up of \$9,423.00 WL
Membership Fees and \$1,923.00 Certificate Fees

Balance as at the end of August 2023: \$22,744.04

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

\$1,492.89 loss for the month of August

\$18,333.33 Total Loss for the year to date

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 to speak at Harvard University Medical Conference on Tai Chi and Qigong

6.3 Research & Development: Chair, DPL

No new report

6.4 Training & Education: DPL, Pat

No new report



7. ANY OTHER BUSINESS

Chair

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 1st October 2023. Availability to be checked and date confirmed.

Dates for 2023 had been listed on the agenda.

The meeting closed at 23:02 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson