



MEETING held GMT+8 on 1st October 2023 via Zoom

PRESENT:

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

1. WELCOME & APOLOGIES Chair

The Chair welcomed all to the meeting. Apologies from Winnie Lo. 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 Lorraine Norton and seconded by Rosalie Rudduck that the minutes of the meeting 3rd September 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 ST/MT Recognition at Annual Workshops:

To be reported at next meeting.

LN, LH,
MB

5. INSTITUTE GOVERNANCE & ADMINISTRATION



- 5.1 Membership** WL
- Numbers at end of September 2023:
- MT 70 (same)
 - ST 124 (same)
 - Premier Instructors 438 (down 15)
 - Instructors 1685 (up 37)
- (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” – nearly ready
- 5.2 Finance Report**
- Revenue for September 2023 is \$11,104.50 made up of \$9,761.00 Membership Fees and \$1,343.50 Certificate Fees WL
- Balance as at the end of September 2023: \$22,048.95
- \$83,104.00 owed for administrative fees to Tai Chi Productions (December 2021 – September 2022)
- 6. INSTITUTE SUB COMMITTEES**
- 6.1 Harmonization Committee:**
- The committee to email parties concerned regarding closure of investigation MB
- 6.2 Promotion & Resources:**
- Dr. Lam and Libby Hill reported on Harvard University Medical Conference on Tai Chi and Qigong Chair,
DPL
- Pat Lawson reported on opportunity to present at roundtable discussions for National Association of Chronic Disease Directors, a funding organization for organizations such as the Arthritis Foundation and others. TCHI is the only tai chi group represented.
- 6.3 Research & Development:** Chair,
DPL
- No new report
- 6.4 Training & Education:** DPL, Pat
- Dr. Lam’s New York and Kansas City USA workshops went well with good feedback from participants.



- 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** Evan, Dino, DPL, Kartiki, Amatullah to discuss using social media to promote Supporting Membership Evan
- Item 6.1** Harmonization Committee to email Ileina & Stan on closure of harmonization item MB
- 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 5th November 2023. Availability to be checked and date confirmed.
- Dates for 2023 had been listed on the agenda.

The meeting closed at 22:53 AEST.
Chaired by Tang Ching Lau
Minutes by Jocelyn Simpson