



MEETING held GMT+8 on 7th April 2024 via Zoom

PRESENT:

Dr. Paul Lam (Director)	Lorraine Norton
Tang Ching Lau (Chair)	Patricia Lawson
Winnie Lo (Treasurer)	Rosalie Rudduck

Evan Wels (CEO) in attendance in administrative capacity.

1. WELCOME & APOLOGIES

Chair

Tang Ching Lau welcomed all to the meeting. There were apologies from Margaret Brade, Jocelyn Simpson, Elizabeth (Libby) Hill, and Hillary Simon.

2. CHANGES IN CONFLICT OF INTEREST

No changes or additions to the Conflicts of Interest were declared.

3. MINUTES OF LAST MEETING

JS

Proposed by Tang Ching Lau and seconded by Rosalie Rudduck that the minutes of the meeting 3rd March 2024 were agreed and approved for 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:

LN, LH,
MB

It was agreed it was felt not necessary for the Board to progress further. *However, Lorraine (later) noted generally a principle to be considered could be that anyone contributing to system wide improvement or development or to external relationships could be a matter for the Board, whereas most would be more regional and would be left to be recognized at that level. This was generally accepted.

DPL

4.2 AUSactive draft tai chi instructors' requirements

Evan Wels reported that AUSactive is keen to work with TCHI as launching their new Instructor training, and it was agreed to follow a similar approach as in USA with program under umbrella of Tai Chi for Health. They also agreed to offer to give our TCHI



members first year free membership. Will continue to progress.

It was noted as a good model to develop.

4.3 More proactive liaison with accreditation bodies

The following was noted:

- Evan reported on a good meeting with Jim Starshak on American College of Sports Medicine (ACSM) accreditation in USA and working to continuing positive connection with TCHI through the various structures. Dr. Lam suggested highlighting the work in the June workshop and consider a letter of appreciation for both Jim and Meghan who covered.
- Lorraine suggested for TCHI to consider re-establishing connections with Arthritis Australia – Evan to explore further.
- Other members to inform Evan if any connections to review. This work was welcomed and acknowledged also given to Evan in his new role for bringing fresh time and energy to it.

4.4 Application for Charity Status Follow up

The matter was closed for now. To be considered again as or when deemed relevant.

4.5 Replacement of Annette Plank as Instructor Representative

Awaiting a response from Jason Hunter as the new Instructor Representative - Pat Lawson to pursue.

5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership

WL

Numbers at end of March 2024:

- MT 70 (plus 1)
- ST 128 (same)
- Premier Instructors 416 (plus 4)
- Instructors 1602 (down 19)

(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 41 (up 1)

5.2 Finance Report

WL



Revenue for March 2024 is \$11,660.20 made up of \$9,257.20 Membership Fees and \$2,403 Certificate Fees

Balance as at the end of March 2024: \$13,869.39

The loss/deficit for March was A\$3927.76 due to high annual insurance payment.

The loss/deficit for the quarter was \$1087.67.

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

To note issue of Churn was of possible concern – loss of members who are not renewing since the pandemic. This was particularly noted in Australian numbers, including there being no recent MT's.

It was noted that it would perhaps be worth monitoring to understand the numbers further generally and geographically.

**See ideas for promoting to increase membership captured in 6.2 below.*

6. INSTITUTE SUB COMMITTEES

6.1 Harmonization Committee:

MB

No new report

6.2 Promotion & Resources:

Chair,
DPL

Progress noted as follows:

- Patricia has presented for a Canada Parkinson's Support group to promote TCH programs.
- CDC has been promoting Tai Chi for Health program.
- Janet, a new staff member, has been sharing more on social media with a more active Facebook which was welcomed. Looking at all platforms including Instagram and Tik Tok. To check all Board members invited to closed Facebook group
- Looking to develop a calendar and balance of posts – Lorraine offered to send thoughts – to meet with Evan

Promoting the Institute:

Following the finance item there was a discussion considering ways to promote the Institute and encourage more members and more ST's and MT's.

It was recognized this was the continued recovery from the Covid years and people generally still adjusting to a new post-pandemic



world and changed way of doing things.

The following was noted:

- To proactively look to be encouraging a positive and forward-looking approach.
- To request MT's to introduce and encourage support for the Institute. To remind people they were a part of the Institute and a positive and important activity for the world. Maybe a script could be prepared from the Board for consistency.
- To consider more proactivity about moving instructors to ST's and good ST's on to MT's to re-establish a sense of progression again.
- Noted that our core competencies and benefits are all still there and ready to be re-enlivened for this new period.

6.3	Research & Development: No report	Chair, DPL
6.4	Training & Education: Plans for June workshop progressing well. Master Trainer workshop in January 2025.	DPL, Pat
7.	ANY OTHER BUSINESS No additional business	Chair
8.	KEY ACTIONS	
	Item 3 Jocelyn to send PDF of approved Minutes to Dianne	JS
	Item 4.3 Consider letter of appreciation for Jim's work.	DPL
	Item 4.5 To wait for Jason's response – Pat to check and keep informed.	Pat
	Item 6.2 All to continue to consider ways to move forward from the pandemic years and bring back the positivity and vibrancy to the work at all levels for ongoing discussion.	ALL
	Noted a number of actions for Evan to continue to progress.	EW
9.	DATE OF NEXT MEETING The date of the next scheduled meeting was confirmed as 5th May	



2024.

Dates for 2024 had been listed on the agenda.

The meeting closed at 22:44 AEST.

Chaired by Raymond Tang Ching Lau

Minutes by Margaret Brade