



**MEETING held GMT+8 on 7<sup>th</sup> July 2024 via Zoom**

**PRESENT:**

Dr. Paul Lam (Director)	Hillary Simon
Tang Ching Lau (Chair)	Lorraine Norton
Winnie Lo (Treasurer)	Rosalie Rudduck
Jocelyn Simpson (Secretary)	Patricia Lawson
	Elizabeth (Libby) Hill

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.
- 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 Patricia Lawson and seconded by Rosalie Rudduck that the minutes of the meeting 5th May 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 AUSactive draft tai chi instructors' requirements** EW

AUSactive has 2 tiers of instructors. TCHI has applied for the broader coverage. There is a marketing webinar next week which we may attend joining as GUEST. There will be more to report later.

DPL
  - 4.2 More proactive liaison with accreditation bodies**

The following was noted:

    - Evan Wels – Evan is working on USA strategy, and ESSA (Exercise and Sports Science Australia). Lorraine offered to assist Evan with ESSA.
    - Lorraine Norton suggested for TCHI to consider re-establishing connections with Arthritis Australia – Evan Wels to explore furtherChair



with Dr. Lam's advice.

- Other members to inform Evan if any connections to review. EW

#### **4.3 Replacement of Annette Plank as Instructor Representative** ALL

Dr. Lam and Evan have proposed Ms Ann Swanson from USA to replace Annette as Instructor Representative on the TCHI Board. She has agreed. Evan to request a short cv to be circulated to the Board.

### **5. INSTITUTE GOVERNANCE & ADMINISTRATION**

#### **5.1 Membership** WL

Numbers at end of May 2024:

- MT 71 (plus 1)
- ST 130 (plus 1)
- Premier Instructors 412 (minus 5)
- Instructors 1625 (plus 7)

(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 48 (plus 3)

-Ask supporting members as to their stories for joining for write up in the newsletter.

-Promote supporting membership on a poster display at workshops emphasizing testimonials, inclusion in TCHI community. Evan to take this on.

#### **5.2 Finance Report** WL

Revenue for June 2024 is \$9640.38 made up of \$8653.38 Membership Fees and \$987.00 Certificate Fees.

Balance as at the end of June 2024: \$12,781.72

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

Evan to look at pre/post covid membership numbers based on



geographical locations as to where we have bounced back and where we could use more effort, including stories of MTs who have worked hard to train instructors.

## **6. INSTITUTE SUB COMMITTEES**

- |   |                     |
|---|---------------------|
| <b>6.1 Harmonization Committee:</b><br>No new report  | MB                  |
| <b>6.2 Promotion &amp; Resources:</b><br>No new report  | Chair,<br>DPL       |
| <b>6.3 Research &amp; Development:</b><br>Evan offered to work with the committee and researchers in order to gather information together to demonstrate the effectiveness of Tai Chi for Health programs supported by the research. The Chair recommended checking with Rhayun regarding her research with Tai Chi for Memory. Dr. Lam recommended Ann Swanson be invited to join the committee. | Chair,<br>DPL<br>EW |
| <b>6.4 Training &amp; Education:</b> <ul style="list-style-type: none"><li>- Master Trainer workshop in January 2025.</li><li>- Examination of ST update process, and perhaps updates in general. Committee to be convened over the summer.</li></ul>   | DPL, Pat            |
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- |                              |       |
|------------------------------|-------|
| <b>7. ANY OTHER BUSINESS</b> | Chair |
|------------------------------|-------|

7.1 Hillary attended a webinar for promoting Tai Chi to health professionals and suggested looking into promoting TCHI to health professionals. Dino is working on social media and webpage approach to promote TCHI.

7.2 Discussion regarding how to encourage Certified Instructors to update regularly - discuss new update process with SIPP, benefits of the website to list classes, etc., relationship with Master Trainer as a resource.

7.3 Hillary also recommended workshops for experienced certified instructors.



**8. KEY ACTIONS**

Item 3 Jocelyn to send PDF of approved Minutes to Dianne.	JS
Item 6.3 Chair to connect with Rhayun regarding TCM study	Chair
Item 6.3 Evan to follow up with Research Committee	EW
Item 6.4 Training & Education Committee to meet regarding ST and other update revisions.	Pat
Item 7.1 – 7.3 Follow up on Hillary’s questions	All

**9. DATE OF NEXT MEETING**

The date of the next scheduled meeting was confirmed as 4th August 2024.

Dates for 2024 had been listed on the agenda.

The meeting closed at 23:08 AEST.  
Chaired by Raymond Tang Ching Lau  
Minutes by Jocelyn Simpson