



MEETING held GMT+8 on 3rd November 2024 via Zoom

PRESENT:

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

Lorraine Norton
Patricia Lawson
Rosalie Rudduck
Elizabeth (Libby) Hill

Evan Wels (CEO) in attendance in administrative capacity.

1. WELCOME & APOLOGIES

Chair

The Chair welcomed all to the meeting. There were apologies from Margaret Brade and Hillary Simon. Ann Swanson was absent.

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 Lorraine Norton that the minutes of the meeting 6th October 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

Resubmitted and awaiting approval. Evan to continue to follow up. No new update.

4.2 More proactive liaison with accreditation bodies

EW

Australia subcommittee forming to assist, consisting of Lorraine Norton, Hillary Simon, Mike and Denise Soric. No new update.

4.3 MT Advisory Council

Pat L

Patricia Lawson proposed a draft document be created as a starting place for developing criteria, etc. for an advisory council. Lorraine Norton seconded the motion. Motion

LN



passed. Pat to contact Margaret Brade to assist with the draft document.

5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership

WL

Numbers at end of October 2024:

-MT 72 (same)

-ST 135 (same)

-Premier Instructors 415 (plus 1)

-Instructors 1584 (minus 24)

(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 53 (plus 2)

5.2 Finance Report

WL

Revenue for October 2024 is \$8748.88 made up of \$7556.88 Membership Fees and \$1192.00 Certificate Fees.

Balance as at the end of October 2024: \$12,447.58

This reflects a loss of \$3,118.10 in October.

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

Membership and revenue for October was lower than expected, and it was noted that a minimum of \$11,000 – \$12,000 is needed monthly for running costs. To avoid bank fees for a low balance, it was decided to defer the admin fee of \$9000 to maintain a reserve for other expenses. Discussion continued regarding membership strategies and increasing Supporting Memberships, including the idea of changing "membership fee" to "certification fee", the fee to be incorporating into the workshop fee.



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. EW

Discussion on the financial situation and a plan going forward. Chair to discuss with Dr. Lam, the treasurer and CEO. Dr. Lam expressed confidence that the situation will improve given time, mentioning the good work MTs and instructors are doing to promote TCHI, as well as 9 new MTs training in January including 3 from Europe. Chair, DPL
WL, EW

6. INSTITUTE SUB COMMITTEES

6.1 Harmonization Committee:

MB

No new report

6.2 Promotion & Resources:

Chair, DPL

TCHI to be represented at the Nov. 15-16 Age Care Expo in Sydney, Australia for the first time. Dr. Paul Lam, Lorraine Norton and Hillary Simon to attend. There will be a demonstration and an interactive talk by Dr. Lam.

Pat reported on the NQA conference where she presented on "Safety", which was well received. Libby was also in attendance.

6.3 Research & Development:

Chair, DPL

Rhayun continues her research on the effectiveness of Tai Chi for Memory. Initial data is quite promising. In addition, she is researching how TCA improves quality of life and longevity enhancement. Our Chair potentially will collaborate with Rhayun in Singapore on the TCA study.

6.4 Training & Education:

Pat

Pat has received multiple volunteers from various countries interested in assisting with revisions to the Senior Trainer update process.

27th Annual Tai Chi Workshop to be held in North



Wollongong NSW 6th – 10th January 2025

23rd Annual USA Tai Chi Workshop to be held at Lake
Junaluska, NC June 9-14, 2025

7. ANY OTHER BUSINESS

Chair

7.1 Preparation for 2025 Annual General Meeting (AGM) and the need to set a date was discussed. Evan to follow up. The Chair to prepare annual report, and Rosalie to complete the Minutes.

EW, RR

WL

7.2 Discussion regarding need for Master Trainers in Europe to update Senior Trainer certifications and hold instructor training workshops. In the interim it was suggested that STs update via Zoom with other MTs outside the region. STs Colin Hughes and Margaret Brade of UK to write a proposal regarding updates in the UK.

MB

8. KEY ACTIONS

JS

Item 3 Jocelyn to send PDF of approved Minutes to Dianne

Item 4.2 Evan to follow up with AU subcommittee

EW

Item 4.3 Pat to check with Margaret on draft regarding honorary MTs

Pat

Item 5.2 Dr. Lam, Chair, Evan and Winnie to meet to discuss financial matters

DPL, EW

WL, Chair

Item 6.3 Chair to continue to work with Research subcommittee and update the Board every 2 months

Chair

Item 6.4 Pat to update the Board regarding training of STs after meeting with volunteers

Pat

Item 7 Evan to look into circulation of AUSactive video

EW

Item 7.1 AGM

7.1.1 Evan to help book date and time

EW

7.1.2 Chair to prepare annual report

Chair

7.1.3 Rosalie to prepare minutes from 2024 meeting and take minutes at 2025 meeting

RR

7.1.4 Winnie to prepare financial report

WL



9. DATE OF NEXT MEETING

The date of the next scheduled meeting to be confirmed.

Dates for 2024-2025 had been listed on the agenda.

The meeting closed at 23:50 AEST.

Chaired by Tang Ching Lau

Minutes by Jocelyn Simpson