



MEETING held GMT+8 on 6th July 2025 via Zoom

PRESENT:

Dr. Paul Lam (Director)
Jocelyn Simpson (Secretary)
Patricia Lawson
Rosalie Rudduck

Lorraine Norton
Hillary Simon
Elizabeth (Libby) Hill

Evan Wels (CEO) in attendance in administrative capacity.

1. WELCOME & APOLOGIES

The Director welcomed all to the meeting. Apologies from Margaret Brade, Rosalie Rudduck, Winnie Lo and Tang Ching Lau.

2. CHANGES IN CONFLICT OF INTEREST

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

3. MINUTES OF LAST MEETING

JS

Minutes of May 7, 2025 proposed by Pat Lawson, seconded by Libby Hill and agreed by all members.

4. MATTERS ARISING (not otherwise on the agenda)

4.1 AUSactive draft tai chi instructors' requirements

EW

Awaiting final approval. Evan to attend October Fitness & Wellness Expo with AUSactive.

4.2 More proactive liaison with accreditation bodies

HS

Awaiting results of Natural Therapy's review regarding Australian private health insurance exclusion of tai chi.

4.3 Changing Procedures of MT ST admissions

EW

Margaret to help rewrite the documents.

4.4 Retiring MTs/STs

EW, Pat L

4.4.1 Upon discussion it was agreed that the Director would meet with retiring MTs to express appreciation for



their service and discuss any feedback from the MT.
Jocelyn reviewed the Bylaws and observed that this new responsibility of the Director requires no change to the Bylaws.

MB

4.5 Selection of Instructor and Participant Representatives on TCHI Board

DPL

4.5.1 Attached list from TCHI website

4.6 Approval of Dr. Hong Yang as Director of International Project Collaboration and Development

4.6.1 Dr. Lam proposed and Lorraine seconded this proposal. All agreed. Dr. Lam and Dr. Hong Yang to be keynote speakers at the August conference in China. Dr. Yang is also a TCHI Master Trainer.

5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership

WL

Numbers at end of May 2025:

-MT 60 (same)

-ST 62 (up 1)

-Premier Instructors 422 (up 6)

-Instructors 1603 (up 29)

(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 51 (same)

Numbers at end of June 2025:

-MT 60 (same)

-ST 62 (same)

-Premier Instructors 413 (down 9)

-Instructors 1601 (down 2)

(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 51 (same)

5.2 Finance Report

WL

Revenue for May 2025 is \$12,428.28 made up of \$10,362.78 Membership Fees and \$2065.50 Certificate Fees.

Balance as at the end of May 2025: \$12,449.72

Revenue for June 2025 is \$10,602.93 made up of \$9026.43 Membership Fees and \$1576.50 Certificate Fees.

Balance as at the end of June 2025: \$11,343.80

The Treasurer submitted the quarterly financial report, attached to these minutes, which shows a loss of \$14,141.88 in May 2025 (paid \$14,300 for website upgrade), and a loss of \$1,264.04 in June 2025. The total loss from October 2024 to June 2025 was \$27,583.88.

WL, EW

EW

\$101,104.00 owed for administrative fees to Tai Chi Productions plus \$14,300.00 for website upgrade totalling \$115,404.00.

5.2.1 Updating Membership Fees and Certifications – Evan proposed a fee increase in order to improve finances, to be paid every 2 years (as opposed to the current annual payment) to coordinate with a 2 yearly renewal of Board Certification. Libby Hill moved that the Board approve this change, and Lorraine Norton seconded the motion. All agreed.

5.2.2 Dr. Lam to check with accountant regarding nontax deduction donations, and if this is permitted by the TCHI bylaws.

6. INSTITUTE SUB COMMITTEES



- | | |
|---|------------|
| 6.1 Harmonization Committee: | MB |
| No new report | |
| 6.2 Promotion & Resources: | Chair, DPL |
| AUSactive tai chi webinar to be held soon | |
| 6.3 Research & Development: | Chair, DPL |
| Chair recommended a Research Night at June and January workshops to provide updates. This was held at the June workshop in the US. | |
| 6.4 Training & Education: | Pat |
| There is a need for revision of Senior Trainer update requirements. Pat has received multiple volunteers from various countries interested in assisting with the revisions. | |

7. ANY OTHER BUSINESS	Chair
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KEY ACTIONS

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|---|--------|
| Item 3 Jocelyn to send PDF of approved Minutes to Evan | JS |
| Item 4.1 Evan to follow up with AU subcommittee | EW |
| Item 4.2 Hillary to update | HS |
| Item 4.2.2 Evan to follow up | EW |
| Item 4.3 Margaret to help re-write documents changing procedures of MT ST admissions | MB |
| Item 4.4 Retiring MTs, STs: Review Constitution regarding role of Director and MTs with possibility of including exit interview | MB,JS |
| Item 5.2 Evan and Winnie to follow details of new credentialing system regarding membership fees, etc. | EW, WL |
| Item 6.4 Pat to update the Board regarding ST updates after meeting with volunteers. | Pat |
| Item 7.1 Evan to look into circulation of AUSactive video | EW |
| Item 7.2 Evan and Jocelyn to discuss upcoming elections | EW,JS |



8. DATE OF NEXT MEETING

The date of the next scheduled meeting was confirmed as
3rd August 2025.

Dates for 2025 listed on the agenda.

The meeting closed at 23:53 AEST.

Chaired by Jocelyn Simpson

Minutes by Jocelyn Simpson