



MEETING held GMT+8 on 5th April 2026 via Zoom

PRESENT:

Dr. Paul Lam (Director)
Winnie Lo (Treasurer)
Rosalie Rudduck
Lorraine Norton
Hillary Simon

Ann Swanson
Sashi Chandran
Mark Coffindaffer
Mike Soric - guest

Evan Wels (CEO) in attendance in administrative capacity

- 1. WELCOME & APOLOGIES** DPL
Dr. Lam welcomed all to the meeting. Apologies from Jocelyn Simpson and Libby Hill.

- 2. CHANGES IN CONFLICT OF INTEREST** DPL
No changes or additions to the Conflicts of Interest were declared.

- 3. MINUTES OF LAST MEETING** JS
Lorraine Norton proposed and Rosalie Rudduck seconded the motion to pass the March 2026 minutes. All agreed.

- 4. MATTERS ARISING (not otherwise on the agenda)**
 - 4.1 Revision of Bylaws** MB
Margaret Brade, Carolyn Hotchkiss and Evan Wels in EW
process of revising TCHI bylaws, awaiting official
constitution from Fair Trading of NSW. Lorraine suggested
and Evan agreed to touch base with Margaret.



5. INSTITUTE GOVERNANCE & ADMINISTRATION

5.1 Membership WL

Numbers at end of March 2026:

- MT 60 (same)
- ST 74 (plus 2)
- Premier Instructors 397 (up 3)
- Instructors 1780 (plus 12)

5.2 Finance Report WL

Revenue for March 2026 is \$23,546.65 (Membership Fees)

Total expenditures \$11,989.85 plus a \$20,000 repayment to Tai Chi Productions.

Total Profit for March 2026 is \$11,556.80.

Profit from October 2025 to March 2026 is \$68,783.85.

The treasurer anticipates repayment of the \$43,104 balance due Tai Chi Productions by the end of the financial year September 2026.

6. INSTITUTE SUB COMMITTEES

6.1 Harmonization Committee: MB No new report

6.2 Promotion & Resources: DPL Evan Wels thanked Ann Swanson for her work on promotional materials, which will be made available to instructors on the website at "My Stationery". Ann plans to speak to members at the annual June Workshop regarding what promotional materials they may need.

6.3 Research & Development: DPL No new report



6.4 Training & Education:

DPL

Dr. Lam and team are in the process of revising all TCHI programs and SIPPs (Self-paced Instructor Preparation Package). The SIPPs will now extend for 3 years at no additional fee to cover the 2 year period between updates and time for SIPP preparation.

7. ANY OTHER BUSINESS

Board Liability Insurance has been renewed for one year, as TCHI continues to pay off debt to Tai Chi Productions.

EW

KEY ACTIONS

Item 4.1 Margaret, Evan and Carolyn Hotchkiss to continue revision of TCHI Bylaws

EW, MB

Item 6.2 Evan to add new promotional materials to “My Stationery” on the website

EW

Item 6.4 Dr. Lam and other MTs to update TCHI programs and SIPPs

DPL

8. DATE OF NEXT MEETING

May Board meeting to be held May 3.

Dates for 2026 listed on the agenda

The meeting closed at 10:35 AEST.

Chaired by Dr. Lam

Minutes by Jocelyn Simpson