



**MEETING held GMT+8 on 1<sup>st</sup> March 2026 via Zoom**

**PRESENT:**

Dr. Paul Lam (Director)  
Jocelyn Simpson (Secretary)  
Rosalie Rudduck  
Lorraine Norton  
Hillary Simon

Ann Swanson  
Sashi Chandran  
Libby Hill  
Mark Coffindaffer  
Mike Soric - guest

Evan Wels (CEO) in attendance in administrative capacity

- 1. WELCOME & APOLOGIES** DPL  
Lorraine Norton nominated Dr. Lam as temporary Chair for today's meeting, and Mark Coffindaffer seconded the motion. Dr. Lam welcomed all to the meeting, including guest Mike Soric.
  
- 2. CHANGES IN CONFLICT OF INTEREST** DPL  
No changes or additions to the Conflicts of Interest were declared.
  
- 3. MINUTES OF LAST MEETING** JS  
Minutes of February 2026 agreed by all members.  
Libby Hill proposed and Rosalie Rudduck seconded the motion to pass the minutes.
  
- 4. MATTERS ARISING (not otherwise on the agenda)**
  - 4.1 Revision of Bylaws** MB  
Margaret Brade, Carolyn Hotchkiss and Evan Wels in process of revising TCHI bylaws, awaiting official constitution from Fair Trading of NSW. EW
  
- 5. INSTITUTE GOVERNANCE & ADMINISTRATION**



**5.1 Membership**

WL

Numbers at end of February 2026:

-MT 60 (same)

-ST 72 (same)

-Premier Instructors 394 (down 12)

-Instructors 1768 (plus 61)

**5.2 Finance Report**

WL

Revenue for February 2026 is A\$26,212.58 (Membership Fees)

Total expenditures A\$15,468.81 includes insurance premium A\$3650

Total February 2026 Profit is A\$10,743.77

Total Profit October 2025 – February 2026 A\$57,227.05

A\$63,104 remains due to TCP. Additional payment to be made once bank balance reaches \$50,000.

**6. INSTITUTE SUB COMMITTEES**

**6.1 Harmonization Committee:**

MB

No new report

**6.2 Promotion & Resources:**

DPL

Lorraine Norton proposed identifying relevant forums and conferences for Master Trainers to attend and report back



to the Board. Dr. Lam offered to present at the NSW Conference on Fall Prevention.

**6.3 Research & Development:** DPL

Dr. Lam has been asked to join an international committee to research the Tai Chi for Diabetes program.

**6.4 Training & Education:** DPL

MT training to be held in Sydney AU next year in January, with possible training in USA in October. Dr. Lam plans to restart the MTT training. ST training is planned for STs and ST updates online and in person. Current expressions of interest (EOI) have been received: 27 for ST and 8 for MT. Dr. Lam recommended inviting Patricia Lawson to board meetings to report on this committee.

**7. ANY OTHER BUSINESS**

Dr. Lam recommended updating the Constitution 1) to allow for more experts on the Board and 2) to adapt to revised rules of NSW government. Evan to follow up. MB, EW

Evan also to follow up on renewal of Board Liability Insurance and Deed of Financial Support & Subordination to formalize relationship of TCP and TCHI and TCHI's debt to TCP. Rosalie Rudduck moved to support, Sashi Chandran seconded the motion, and all agreed. Lorraine Norton put forward Treasurer Winnie Lo and Secretary Jocelyn Simpson as signatories. EW

**KEY ACTIONS**

Item 4.1 Margaret to help re-write documents changing procedures of MT ST admissions MB

Item 6.4 Invite Patricia Lawson to attend board meetings to report on the Training and Education Committee DPL

**8. DATE OF NEXT MEETING**

April Board meeting to be held April 5.

Dates for 2026 listed on the agenda



**DR PAUL LAM TAI CHI FOR HEALTH INSTITUTE INC**  
NSW Government. Register number INC 9897544

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The meeting closed at 23:35 AEST.

Chaired by Dr. Lam

Minutes by Jocelyn Simpson