

Minutes of 2024-25: 1st Management Committee Meeting

Monday 26th Aug 2024 via Zoom

NSW, VIC: 8:00pm – 9:30pm

QLD: 7:00pm – 8:30pm

SA: 7:30pm - 9:00pm

WA: 6:00pm – 7:30pm

Present:

Cyril Loa, James Gao, Steve Heard, Peter Eves, Sam Ruan, Sam Miller, Bruce Jin, Jon Zhou, Lina He, Bruce Roggiro, Elisa Palazzo, Stephen Lin and Fang Qin.

Absent: Robert Hall.

AGENDA-MINUTES

1. Welcome and Apologies.

Meeting commenced at 8:03pm and welcome notes by Cyril, the Chair. Cyril acted as the Secretary.

2. Introduction of New Management Committee (MC) Members.

A warm welcome was given to three new Management Committee members, namely, Elisa Palazzo (NSW), Jon Zhou (NSW), and Bruce Roggiro (Qld/NT). They introduced themselves, spoke about their professional background and journey into Tai Chi. They all looked forward to bring their skills to the activities of the TCAA.

3. Review of Reports and Matters from previous meeting.

Members are to raise any issues in relation to Treasurer's and President's Reports.

Noting: No issues raised. Treasurer's report is commented under Item 5 below.

4. Report from State Vice-President Reps.

That Robert Hall be accepted as the WA State Vice President. He was late in nomination at the time of closing date due to ill-health.

Proposer: Peter

Seconded by: Steve

Result: Approved

Matters for decisions include the following:

- (i) Action and strategy to increase memberships.

- (ii) Budget allocation for each State VP for promotion and memberships.
- (iii) Reimbursement process for hosting events/purchase of relevant items.
- (iv) Role of Treasurer in facilitating processes.

Action:

Item (i): State VPs are to follow-up with State members to renew memberships and to gauge feedback. Action and strategy to increase memberships will be discussed further at another forum.

Items (ii) - (iv) are deferred until next meeting with comments under Item 5 below.

- (i) WA: Robert Hall- Report on Events, and any relevant matter.
- (ii) Qld/NT: Bruce Roggerio- Report on Events, and any relevant matter.
- (iii) SA: Fang Qin- Report on Events, and any relevant matter.
- (iv) VIC/TAS: Peter Eves- Report on Events, Weapon's control and relevant matter.
- (v) NSW/ACT- Steve Heard- Report on Events, and any relevant matter.

Reports from State VPs for noting only:

Steve (NSW) reported on forthcoming mid-autumn (mooncakes) festival at Parramatta Square on Saturday 28 September 2024. He expected a high turnout as in a previous World Tai Chi and Qigong Day event in April 2024 at the same venue.

Peter (VIC) reported no application received for weapons exemption in Victoria. He also reported on AUSactive (formerly Fitness Australia) setting up a registration for Tai Chi professional instructors course following a 4-6 months training program (equivalent to a Certificate III), annual memberships (\$160) and ongoing annual continuing education of X number of hours. He was aware of 2 Tai Chi schools which have registered with Ausactive. The matters that were raised for further consideration included: whether existing Tai Chi instructors could be grandfathered and whether the AUSactive Tai chi instructor registration will have an impact on the Tai Chi industry and its current operandi.

Fang (SA) reported on participation at the forthcoming Health World Qigong celebration on 14 September 2024.

Bruce (Qld/NT) reported on his previous involvement with many cultural and fitness organisations, including the China Friendship Association, Confucius Institute of University of Darwin, and the Council on the Ageing (COTA). He anticipated renewing those contacts to promote Tai Chi and the TCAA more generally.

5. Review of TCAA's Financial and Legal- Sam M and James

The review relates to TCAA's historical accounting records, current system and attend to any outstanding tax liability issues and its legal obligations with a view to setting up a new fit-for-purpose accounting system, financial reporting and ongoing book-keeping tax returns.

The TCAA has received a request from the Australian Tax Office (ATO) for tax returns for the past few years and also a request for self-review return by 31 October 2024.

Updates by James and Sam M and Decisions Taken

James advised of outgoing Treasurer, Ken Goh, who has held this position for many years and the challenge of handover to the incoming Treasurer, Sam Miller. Sam M was congratulated on his appointment to the position. With Sam M contacts, the TCCA was able to engage on pro-bono, Pitcher Partners, Accountants (Pitcher) to advise on accounting and taxation matters; and Corrs Chambers Westgarth (Corrs) on legal and TCAA constitution matters. However, the TCAA will still be charged for 'out-of-scope' work and reimbursable out-of-pocket expenses (including ASIC charges) incurred by both Pitcher and Corrs. All in all, Sam and James consider the TCAA are receiving good (and necessary) net value from these organisations. It is understood that the TCAA qualifies for self-assessment and it was agreed to use Xero accounting system for accounting matters.

On the legal side, Sam Miller advised that there was a need to improve governance of the TCAA if we were to apply for Grants and local Council funding. Corrs is currently reviewing and updating the TCAA constitution to reflect a non- for- profit status. Currently, the TCAA is registered under the NSW Office of Fair Trading.

Sam M commented on the Treasurers' report submitted by Ken. He could not be certain whether the balance sheet was correctly classified, however, at least the balance sheet is seen positive. Sam M anticipated further discussion with Ken and Pitcher in the near future and expected to be in a better position to report on the state of the TCAA finance at the next meeting. He talked about fund raising and memberships pricing re-structure which is related to memberships base.

Decisions made following discussion of matters:

- (i) Sam M, James and Ken are to be the newly appointed directors of the TCAA in compliance with the requirement of the regulator, the Australian Security and Investment Commission (ASIC).
- (ii) The directors appointed must be members of the TCAA MC. As Ken is not a MC member, his appointment is on a temporary basis due to the handover process.
- (iii) Sam M and James are the two persons appointed to have access to the TCAA bank account. Either one of them is to have the authority to make payments. In the past, Ken and Lina had access to the bank account.
- (iv) James is appointed as the Public Officer and authorised to act as such.
- (v) The appointment of TCAA Public Officer must be a member of the TCAA MC.
- (vi) Pitcher will be the registered office of the TCAA responsible for receiving all formal notices.

6. Plan Celebration of TCAA's 25th Silver Anniversary in 2025-

At the MC meeting on 25 February 2024, members decided on the creation of a new sub-committee to plan and organise events: James, Cyril, and Sam Miller.

James provided an update since then:

- Anniversary is to be planned for February 2025.
- Sub-committee met and decided on a budget, souvenir magazine, T-shirts, Workshops and a Gala dinner.
- Potential sponsors have been sought.

Decisions made following discussion of matters:

- (i) Celebration date will be on Saturday 22 February 2025.
- (ii) Fitzroy hall, located at Burwood, has been booked tentatively where it is planned to host seminars throughout the day to be followed by a gala dinner. The hiring of the venue will be on a non-for-profit rate.

Cyril reported having written to a private health fund provider for financial sponsorship of part of the celebration events. Further update will be provided when a response is received.

7. Report from Competition Sub-Committee. Steve and James

Competition Sub-Committee (Taolu)- organising national competition (taolu) and any related matters. Led by Steve Heard.

Steve reported that the same venue at Niagara Park stadium, in the Central Coast, has been booked for the next TCAA annual competition on Saturday 15 March 2025. Bruce J reported on additional gold and silver medals have been ordered for the event.

Competition Sub-Committee (Push hands)- organising national competition (push hands) and any related matters. Led by James Gao.

James and Bruce J advised of TCAA's push hands competition expected to take place in the middle of 2025 following feedback from would-be-participants.

Eliza P has expressed an interest to join the sub-committee.

8. Report from Publication and Webmaster Sub-Committee.

Publication and Webmaster Sub-Committee- Management and co-ordination of all social media, including, Website, Newsletter, WeChat, WhatsApp, Facebook that are sent out to members and community at large.

Decisions made following discussion of matters:

- (i) Jon Zhou be appointed as the new social media Administrator responsible for all forms of social media.
- (ii) The creation of a WeChat group targeting Tai chi participants and enthusiasts of Chinese speaking/language background.
- (iii) The creation of a WhatsApp group targeting Tai Chi practitioners/enthusiasts of English speaking/language background.
- (iv) The creation of a WhatsApp group to include all TCAA MC members.

Lina reported that she is the current face book administrator She will talk to Jon, the newly appointed Administrator about any handover. Lina also spoke about a need to do more in marketing and on multi-media in order to raise the profile of the TCAA.

9. Report from Health Sub-Committee. Cyril

Health Sub-committee- Research, summarise and share research findings with members and relevant organisations on the health benefits of Tai Chi for chronic medical conditions. Led by Cyril.

Since 1999, the Federal government undertook a *review of natural therapies for private health insurance rebates*, and the TCAA ongoing participation at stakeholders' meetings.

Cyril reported on his regular attendance to the stakeholders' teleconference meeting organised by the Secretariat of the Natural Therapies Review Panel of the Federal Department of Health. At the last meeting held on 31 July 2024, it was announced that a deliberation of the review is expected in September 2024.

Eliza P has expressed an interest to join the sub-committee.

10. Learning and Development Sub-Committee- organising on-line and face-to-face seminars and workshops. Led by James

The following seminars are being proposed for 2024-2025.

- (i) Tai Chi and Traditional Chinese Medicine.
- (ii) Tai Chi and Qi.
- (iii) Tai Chi and Therapeutic
- (iv) Tai Chi and Healthcare.

Members discussed the merit or otherwise of the TCAA organising seminars, either face-to-face or on-line. At the end of the discussion, it was agreed that face-to-face seminars could be complemented on the day with zoom facilities, thus, providing an opportunity for remote TCAA members to participate and stay connected. Some costs may be involved in the purchase of the IT facilities.

Decisions made following discussion of matters:

- (i) Endorsement of proposed seminars/workshops during 2024-2025.
- (ii) Methods of delivery will be face-to-face to be complemented with zoom facilities.
- (iii) Jon Zhou is to take a lead role in the conduct of the seminars.

Jon reported on forthcoming workshop by the CSMSA. A joint workshop with the Western Sydney University will be organised with the lead Research Fellow at that University. The timing will be towards the end of 2025.

11. Report from Engagement Sub-Committee. James and Cyril

Engagement Sub-Committee- liaising with other national and international counterparts relating to Tai Chi cultural events with a view to participate and establish a calendar of events for members. Led by James and Cyril.

Sam provided details of a forthcoming Yang Style Taiji cultural event in Xian (11-13 April 2025) and Guangfu (14-16 April 2025). The Taiji events will include: Tai Chi competition; Guangfu visit (the birthplace of Yang style); and an international summit forum.

Decisions made following discussion of matters:

- (i) Endorsement of TCAA's participation at the event; and invitation to all TCAA members for an expression of interest.
- (ii) Develop guidelines similar to previous TCAA's participation in Taiwan (Oct 2023) and Japan (June 2024).

12. Report from Resource Development Sub-Committee.

Resource Development Sub-Committee- Explore and implement methods to raise funds (cash or in kind), including sponsorships and grants, for TCAA. Led by Sam M and Cyril.

Update: Sam M advised of no further update in relation to his approach for financial sponsorship to an organisation. Cyril advised of a formal request to a private health fund provider for sponsorship with a response yet to be received.

13. Any other Business.

In the absence of any other business, the meeting closed at about 9:33pm.

For Noting: As previously advised via email.

Management Committee meetings for 2024-2025.

Monday 26 August 2024, from 8:00-9:30pm

Monday 25 November 2024, from 8:00-9:30pm

Monday 24 February 2025, from 8:00-9:30pm

Monday 26 May 2025, from 8:00-9:30pm