

TCAA MANAGEMENT COMMITTEE MEETING MINUTES 9 NOV

Date:	9 Nov 2020	Attendants	Role
Timeframe:	7:00PM-8:30PM	Mr James Gao	President Membership Manager
Venue:	Zoom	Mr Cyril Loa	Vice-President
		Mr Ken Goh	Treasurer
		Ms Amy Lee	Secretary
		Mr Steve Heard	State Rep NSW/ACT
		Dr Paul Lam	Ord Member NSW/ACT
		Ms Fang Qin	State Rep SA
		Ms Brenda Hum	Ord Member SA
		Mr Yuyuan Wang	Ord Member SA
		Mr Robert Hall	State Rep WA
		Mr Stephen Lin	Ord Member VIC/TAS
		Ms Gabriela den Hollander	Ord Member VIC/TAS
Secretary:	Ms Amy Lee	Mr Bruce Jin	Ord Member QLD/NT

A. WELCOME AND APOLOGIES

The 2nd meeting of the Committee of Tai Chi Association Australia was called to order at 7:00 pm on 9 November by the president, Mr James Gao.

Apologies: Anthony Shing, Eddy Nugent

B. OPEN ISSUE

Item 1. REPORT OF PUBLICATIONS SUB-COMMITTEE

Ms Gabriela den Hollander has been focusing on the monthly newsletter. Mailchimp reports was used to collect ratio of opened newsletters after mailout. Result so far has been positive and over 50% were read.

Gaby's report is accepted.

Action: Forthcoming Events are planned to be included in the future newsletters and information from Victoria in relation to post-lockdown news are expected.

Item 2. FINANCIAL REPORT FROM THE TREASURER

Balance Sheet of 2020, prepared by Mr Ken Goh, is accepted. The current balance is \$21K, and \$17K-15K is expected after competition.

Item 3. REPORT OF COMPETITION SUB-COMMITEE

3.1 Ken's report regarding to standardized competition procedures is accepted. Competition field managers and responsibilities are established.

3.2 Discussions:

Cyril has mentioned if we can be breakeven on a competition.

Ken specifies that the expenses cover venue hire, event insurance, etc. the income was solely from registration fees.

James added that we could afford to budget \$2K for annual competition.

3.3 Action:

1. Commercial sponsorship to be explored further with possible acceptance of a manager.
2. A competition forecast is to be done by Mr Ken Goh.

Item 4. MEETING SCHEDULES

Gabby suggested if the meeting can be organized on Tuesday or Wednesday instead.

Action: Amy to confirm availabilities with all committee members before next meeting (early Feb 2021).

Item 5. REPORT OF HEALTH SUB-COMMITTEE

Mr Cyril Loa reported the project of Tai Chi for Falls prevention. The purpose was for promoting participant and cognition.

Cyril's report was accepted.

Action:

1. To post article summary on newsletter, for the members' benefit.
2. Cover letter to be shared to stakeholders such as health departments, address list to be confirmed.

C. Adjournment: Meeting was closed at 8.30pm