

International Vasa Previa Foundation, Inc.

Executive Committee Meeting Minutes for 20 September 2004

Executive Committee members present:

- Amy Brown Gaghagen, President
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson

Victoria Goldstein, Treasurer / PR, and Research Committee Chairperson and Debi Pederson, Vice President were not present

IVPF Committee chairpersons present:

- None

Kathy Blades, Support Committee chairperson was not in attendance

Marlou Van Dijck, Education Committee was not in attendance

Trina Perrone, Fundraising Committee co-chairperson was not in attendance

Sue Miller, Fundraising Committee co-chairperson was not in attendance

Meeting began at 16:05 GMT (10:05 AM CST)

Due to the hurricanes Victoria Goldstein could not be present, but gave her voting proxy for items on the agenda to Cindy Paris via telephone prior to the meeting.

Executive Committee Minutes from 30 August 2004 were unanimously approved for archival and distribution.

Agenda:

- Officer Reports
- Treasury Reports
- Chapter Reports
- Membership Committee Report
- Public Relations Committee Report
- Research Committee Report
- Fundraising Committee Report
- Education Committee Report
- Support Committee Report
- Nominating Committee Report
- Budget
- Old Business
- New Business

Officer Reports:

- President
 - No report given.
- Vice President
 - No report given.
- Secretary
 - IVPF Monthly Member Meeting took place on 1 September 2004. No members attended.
 - Letter on behalf of IVPF Board of Directors thanking Dr. Hobbin's for his support of the study findings and asking for a change in the AIUM guidelines has been submitted, approved, and mailed to same.
 - Updates have been made to the IVPF welcome page on the website <http://www.vasaprevia.org/Welcome/welcome.htm>
- Treasurer
 - Treasury report is not available today due to hurricanes. All treasury data is up to date and backed up daily (as per usual). No information has been lost.

Membership:

- There are 71 participating IVPF members (+1, 2 pending).
- There are 276 subscribers in the IVPF newsletter email group (+2).
- There are 173 subscribers in the Vasa_Previa email group (+13).
- Online IVPF participating membership request form and automatic email responder has been created and uploaded to <http://www.vasaprevia.org/contact/member.htm>
- The IVPF Welcome page at <http://www.vasaprevia.org/Welcome/welcome.htm> has been updated and includes a link to the participating membership request form. A link to the membership request form will be included in email trailers and other IVPF webpages.
- This committee continues to provide routine maintenance and screen / welcome new subscribers to the email groups.
- This committee writes to people who contact the IVPF through its info@vasaprevia.com email address and contact forms.
- This committee maintains records of contacts and IVPF members.

Public Relations:

- Newsletter is ready to go. Cindy requests the removal of the information regarding Dr. Quintero's study on in-uterine surgical laser treatment for type 2 vasa previa until drafted letter to Dr. Quintero from the IVPF is approved and until Dr. Pretorius makes her recommendation to us.
- Committee meeting will be set for September.
- It was suggested and agreed that IVPF put together a small mailing kit, and get a quote on printing and mailing to hospital maternity units.

Research:

- Committee meeting will be set for September.
- This committee needs a new chairperson.
- There has been a request for funding for vasa previa research from a doctor for the purpose of studying the detection rate of vasa previa in a local hospital and how to improve it. A reply has been sent to the doctor requesting details.
- Study on experimental in-utero surgery to correct type 2 vasa previa (multi-lobed placenta): The IVPF Medical Advisory Board has been notified regarding this issue. Some responses are in. So far the consensus appears to be that the risks outweigh the benefits. Awaiting other responses.

Fundraising:

- Sophie's Walk took place 22 August 2004. Photos for over a dozen cities that participated in Sophie's Walk for Vasa Previa 2004 have been received and are online.
- Training for new committee co-chairs: Co-chairs have been contacted. Awaiting availability of co-chairs. At this point, in the interest of time and availability of co-chairs, Secretary is drafting email training on IVPF policy. Perhaps will do the same on specific Fundraising Committee objectives.
- Car Donation Program. Information on program was forwarded to Exec already. This online program is utilized by many large organizations. There is no cost to IVPF to participate. Permission was granted to join this program. Cindy will take care of setting it up.

Education Committee Report:

- Cindy contacted the head of the ultrasound department at a local St. Louis ultrasound school requesting information regarding vasa previa content of the training program and suggestions to achieve IVPF objectives in this field. Awaiting response.
- It has been suggested that there are a number of free online testing CME credit programs available and that IVPF should look into this. It is possible that we may be able to use inservice and/or testing programs on these sites and offer CME credit, possibly with no cost to IVPF. It was agreed that IVPF will give the go ahead to the currently active members of the Medical Advisory Board on development of an IVPF inservice presentation.
- Rosie Long, Jenna Steckler, Teresa Spurgeon, and Tonya Smith's stories have been added to the IVPF website.

Support Committee Report:

- Jackie Frith will work on content for the support section of the website based on Kathy's outline for same.

Nominating Committee Report:

- Committee Chairperson will organize a Nominating Committee meeting in October to nominate IVPF Directors for 2005.

Budget:

- No report submitted.

Tax Exempt Status:

- No report submitted.

Old Business:

- IVPF purchase of a professional convention display set: A contact of Tracy's contacted Cindy with an offer to help with this task as well as possibly some others in Fundraising and PR. Haven't heard back from Tracy's contact. TABLED August 2004
- One of the local organizers of the ISUOG 2005 event occurring in Vancouver, has invited IVPF to exhibit at the event. Victoria thinks it is a good idea to attend this conference and will pursue it. TABLED 30 Aug 2004
- The (RSNA) Radiological Society of North America's Scientific Assembly and Annual Meeting is Nov 23 - Dec 3 in Chicago this year. <http://rsna2004.rsna.org/rsna2004/V2004/index.cvn> It is huge. Amy can attend. Victoria will look into costs and feasibility. TABLED 30 Aug 2004

New Business:

- Rosie Long was unanimously approved as IVPF participating member.
- Angelina Shabazz was unanimously approved as IVPF participating member.
- Eduardo Macadar, Jeff Paris, Patricia Black, and Jennifer Semore were unanimously approved for IVPF Humanitarian Service Awards for service or effort above and beyond the call of duty during Sophie's Walk 2004. Future walk captains organizing public walks from will automatically receive the Humanitarian Service Award. Walk captains can always recommend specific volunteers or walkers, etc for HSA.
- Permission was been granted for the purchase of a new QuickBooks Pro software program for IVPF financial record keeping. This version interacts with MSWord, greatly simplifying many IVPF Treasury tasks.

The next regular IVPF Executive Committee meeting will take place on Monday, 4 October at 16:00 GMT (10:00 AM CST, 11:00 AM EST) in the Board room of the Vasa Previa Chat Café.

Meeting Adjourned at 16:46 GMT (10:46 AM CST)