

# International Vasa Previa Foundation, Inc.

## Executive Committee Meeting Minutes for 15 November 2004

### Executive Committee members present:

- Amy Brown Gaghagen, President
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson
- Victoria Goldstein, Treasurer / PR, and Research Committee Chairperson
- Debi Pederson, Vice President

### IVPF Committee chairpersons present:

- None

Kathy Blades, Support Committee chairperson 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 16:04 GMT (10:04 AM CST)

Executive Committee Minutes from 1 November 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
  - Mailing and ballots to participating members have been printed and will be mailed after 24 November 2004 as per IVPF bylaws. Mailing consists of letter, ballot, return envelope, updated Overview of Income and Expenses document, a bookmark and IVPF brochure.
  - All official IVPF paper communications are being converted to the Garamond

- font to coordinate with the brochure.
  - IVPF Basic Training will be housed in the IVPF online Office Space.
- Treasurer
  - Not all of the funds from Sophie's Walk are in yet.
  - USA
    - Donations and interest: \$759.25
    - Expenses: \$37.00
    - Total cash on hand: \$42,126.94
    - In-kind donations: 0
    - Thank-you notes sent to donors: 5
  - UK
    - Donations and interest: £0
    - Expenses: £0
    - Total cash on hand: £828.11
    - In-kind donations: £0
    - Thank-you notes sent to donors: 0

### **Membership:**

- IVPF monthly members' meeting took place on 3 November 2004. Nobody attended but the host.

### **Public Relations:**

- Heather Miller volunteered her services in the area of graphic design to the IVPF. She's agreed to format the newsletter for print. PDF copy of the newsletter will be included on the IVPF website.
- PR is looking into the ISUOG conference in Vancouver for next year and will report on it shortly.

### **Research:**

- Beth Farman-Farmaian volunteered to chair this committee.
- Jenna Steckler suggested that we put together a survey for doctors to gauge what they know about vasa previa. Has agreed to help put said survey together.
- Sue McFadden has agreed to get a list of hospitals together for the upcoming mailing. Debi Pederson will submit a list of Canadian hospitals.
- Hit counter on the "test your vasa previa knowledge" form has been installed the IVPF website.

### **Fundraising:**

- Training for new committee co-chairs: training meeting scheduled for Thursday, 18 November at 8:30pm EST.
- Car Donation Program is up and running.
- Jenna Steckler will be contacting her local Junior League asking that they help fund a local inservice on vasa previa in her town.
- Application to Chiron for grant monies to fund in-service program is filled out and ready to go pending resumes of IVPF Officers.
- Holiday cards are available for sale at <http://www.vasaprevia.org/store>. 7 packages have been sold.

**Education Committee Report:**

- Jenna Steckler requested IVPF sponsor grand rounds (inservice) at Holy Cross Hospital in her town in Feb 2005. Grand rounds are required for all residents. She suggested asking a local doctor to do said inservice and states the going rate is about \$2,500. Also, providing breakfast may be required. It was suggested that IVPF ask the doctor to do this for free or ask an IVPF Medical Advisory Board member instead of agreeing to said fee. Jenna might be able to get the breakfast donated, but if we use the hospital's own caterer cost at most would be \$300. It was agreed to pursue this idea based on minimizing both physician and breakfast fees. Approval will be given when more definite details are known.
- Susan McFadden has agreed to put together a hospital mailing list for the mailing. Debi Pederson is putting together a listing of Canadian hospitals.

**Support Committee Report:**

- No report given.

**Nominating Committee Report:**

- No report given.

**Budget:**

- No report submitted.

**Tax Exempt Status:**

- No report submitted.

**Old Business:**

- 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>
- A fundraising page for the website will be created.

**New Business:**

- Jennifer Munson, Elizabeth Farman-Farmaian, and Teymour Farman-Farmaian were approved as IVPF participating members.
- Updates to the Overview of IVPF Income and Expenses were approved.

**The next regular IVPF Executive Committee meeting will take place on Monday, 10 January 2005 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 16:57 GMT (10:57 AM CST)