

International Vasa Previa Foundation, Inc.

Executive Committee Meeting Minutes for 20 June 2005

Executive Committee members present:

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

Debi Pederson, Vice President was not in attendance.

Victoria Goldstein, Treasurer / PR Committee Chairperson was on vacation but gave her proxy to Cindy Paris.

IVPF Committee chairpersons present:

- None

Kathy Blades, Support Committee chairperson was not in attendance

Beth Farman-Farmaian, Research Committee chairperson was not in attendance

Jacqueline Mullikin, Fundraising Committee chairperson was not in attendance

Others present:

- Phil Millard

Meeting began at 16:45 GMT (10:45 AM CST)

Executive Committee Minutes from 6 June 2005 were unanimously approved for archival and distribution.

IVPF Monthly Members Meeting will be held 1pm CST on Wednesday, 6 July 2005. Amy will host.

Due to holidays in the USA, the next IVPF Executive Committee Meeting will be 11 July 2005, rather than 4 July 2005. Location to be disclosed in the next meeting reminder as the Vasa Previa Chat Café is closed until further notice. Executive Committee members and IVPF Committee chairpersons should make sure they will have Yahoo instant messenger installed and available for conferencing during the meeting.

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
- Old Business

- New Business

Officer Reports:

- President
 - No report given.
- Vice President
 - No report given.
- Secretary
 - Chat Cafe was hacked again. And repaired. Cindy chatted with the hacker online (twice!) after fixing the cafe and was given some tips on the lack of security on that site, which she forwarded on to the head webmaster. The hacker(s) haven't left us alone. At least they have no access to our files. Just the admin settings in the chat café which can be fixed by uploading the cafe database each time they hack it. Chat café has been shut down at least temporarily (by us). Phil will look into getting us a new chat room or we can use Yahoo Conferencing.
 - The forum was spammed. Spammed messages were removed.
 - The IVPF website was hacked (slightly). No content was lost. Main page was reinstated. FTP password has been changed.
 - Chat Cafe admin password was changed immediately after the hacker left, though that will do no good as CoolCafe has a back-door global admin password.
- Treasurer
 - No report given. Treasurer is on vacation.
 - USA
Donations and interest: \$ 0.00
Expenses: \$ 0.00
Total cash on hand: \$ 48,474.60
In-kind donations: \$ 0
Thank-you notes sent to donors: 0
 - UK
Donations and interest: £ 0.00
Expenses: £ 0
Total cash on hand: £ 839.64
In-kind donations: £ 0
Thank-you notes sent to donors: 0

Membership:

- No report given.

Public Relations:

- No report given. PR chair is on vacation.

Research:

- No report given.

Fundraising:

- Jacqueline Mullikin has agreed to chair this committee.
- Jeannette Schwartz has volunteered to work on obtaining grants for the IVPF. Jeannette is a social worker having a master's degree in this field from Washington University. Most people think of social workers as those folks who investigate child abuse, but social workers do a lot

more than that and social work is actually a very broad field. Her specialization is in non-profit administration and mental health. She had a job where she was the Executive Director of a small non-profit that developed housing for persons with mental illness. She did a lot of grant writing, not only for the housing development, but also for operating funds for the organization. She has also done some volunteer grant writing here and there. Most recently she wrote a grant for a rural fire department.

- Printing costs for Sophie's Walk brochure is 500 for \$451.85 and 1,000 for \$627.69 from Jerome Group in St. Louis, MO. These figures are lower than those previously given and approved. New bid was given due to printer adding an additional unneeded process to the order. The brochure has been proofed and 1000 ordered. They should be delivered in a week or two. This is at cost and does not include mark-up. Jerome Group has the brochure set up already in their system. Last year we had to pay mark-up because it was a new project for this printer.
- When the information is available, Walk location pages on the website have been updated to provide specific walk location, day, and time of local walks. Pictures from last year have been retained on each city page. Local captains have not been responding to requests for local walk information to include on each city page.
- Sophie's Walk meeting took place on 9 June 2005. Coordinators and 3 captains were present. Captain responsibilities, obtaining sponsors, and up coming press materials were reviewed. It was requested that all captains select a date (20th or 21st) and a start time immediately so that it can be posted on the website and that any planned follow up activities be reported.

Education Committee Report:

- 500 brochures, 500 bookmarks, and 50 Journal articles were shipped via UPS on 20 May 2005 to the AIUM and were delivered on 25 May 2005. They needed to reach the AIUM by 6 June to be included in the conference. AIUM has contacted IVPF stating they received the materials and that IVPF will have its own display table at the convention.
- Education Committee met on 6 June 2005. Materials for the hospital mailing were reviewed. It was decided to include a cover letter, IVPF brochure, bookmark, a list of vp medical journal articles, and a copy of the study. Cover letter was agreed on with minor changes.
- Josh (high school age) and Carly (8th grade) Vester did school projects on vasa previa. Carly's project is online at: <http://www.xthost.info/Carly/vasapreviahome.htm>

Support Committee Report:

- Chairperson reports she will have more time to work on the site materials after school starts in the fall.

Nominating Committee Report:

- No report given.

Old Business:

- Canadian hospital list for mailing still to be purchased. Susan is working on compiling addresses for Excel list of 95 UK hospitals representing 150 or more births per year. Info packet will be sent out to USA, UK, and Canadian hospitals as soon as list is complete and printing bids for materials is approved.
- ISUOG 15th World Congress on Ultrasound in Obstetrics and Gynecology taking place in Vancouver, Canada 25-29 Sep 2005: IVPF is still in contact with them regarding reducing the registration fee.
- Info packets for the SDMS meeting, pending authorization from them.
- IVPF.org has been purchased but is not yet pointed to www.vasaprevia.com.

New Business:

- Jacqueline Mullikin was unanimously approved as Fundraising Committee Chairperson.
- Jeannette Schwartz was unanimously approved as an IVPF participating member.
- It was unanimously agreed to issue IVPF Humanitarian Service Awards to Josh and Carly Vester in honor of their school projects on vasa previa.

The next regular IVPF Executive Committee meeting will take place on Monday, 11 July 2005 at 16:00 GMT (10:00 AM CST, 11:00 AM EST). Location to be disclosed in the next meeting reminder as the Vasa Previa Chat Café is closed until further notice. Executive Committee members and IVPF Committee chairpersons should make sure they will be have Yahoo instant messenger installed and available for conferencing during the meeting.

Meeting Adjourned at 17:23 GMT (11:23 AM CST)